

Ordinary Council Meeting

24 April 2018

Minutes



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.

Agendas and Minutes are available on the City's website www.kwinana.wa.gov.au

Vision Statement

Kwinana 2030

***Rich in spirit, alive with opportunities,
surrounded by nature – it's all here!***

Mission

**Strengthen community spirit, lead
exciting growth, respect the environment
- create great places to live.**



We will do this by –

- providing strong leadership in the community;
- promoting an innovative and integrated approach;
- being accountable and transparent in our actions;
- being efficient and effective with our resources;
- using industry leading methods and technology wherever possible;
- making informed decisions, after considering all available information; and
- providing the best possible customer service.

Values

We will demonstrate and be defined by our core values, which are:

- Lead from where you stand – Leadership is within us all.
- Act with compassion – Show that you care.
- Make it fun – Seize the opportunity to have fun.
- Stand Strong, stand true – Have the courage to do what is right.
- Trust and be trusted – Value the message, value the messenger.
- Why not yes? – Ideas can grow with a yes.

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Present:

HER WORSHIP MAYOR C ADAMS
 CR W COOPER
 CR M KEARNEY
 CR S LEE
 CR S MILLS
 CR M ROWSE
 CR D WOOD

MS J ABBISS	-	Chief Executive Officer
MS C MIHOVILOVICH	-	Director City Strategy
MRS B POWELL	-	Director City Engagement
MR P NEILSON	-	Acting Director City Regulation
MS M BELL	-	Director City Legal
MR R NAJAFZADEH	-	Manager Engineering Services
MR T HOSSEN	-	Lawyer
MS A MCKENZIE	-	Council Administration Officer

Members of the Press	0
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1 Declaration of Opening:

Presiding Member declared the meeting open at 7:00pm and welcomed Councillors, City Officers and gallery in attendance and read the Welcome.

“IT GIVES ME GREAT PLEASURE TO WELCOME YOU ALL HERE AND BEFORE COMMENCING THE PROCEEDINGS, I WOULD LIKE TO ACKNOWLEDGE THAT WE COME TOGETHER TONIGHT ON THE TRADITIONAL LAND OF THE NOONGAR PEOPLE”

2 Prayer:

Councillor Sandra Lee read the Prayer

“OH LORD WE PRAY FOR GUIDANCE IN OUR MEETING. PLEASE GRANT US WISDOM AND TOLERANCE IN DEBATE THAT WE MAY WORK TO THE BEST INTERESTS OF OUR PEOPLE AND TO THY WILL. AMEN”

3 Apologies/Leave(s) of Absence (previously approved)**Apologies**

Nil

Leave(s) of Absence (previously approved):

Deputy Mayor Peter Feasey from 9 April 2018 to 2 May 2018 inclusive.

4 Public Question Time:

4.1 Mr Kevin Desmond, Parmelia

Question 1

At a Council meeting a few weeks ago a figure of \$100K was mentioned for the Green Grant from the State Government, I have seen it now advertised as \$95K is there a discrepancy? or is there a mistake?

Response

The Mayor referred the question to the Manager Environment.

The Manager Environment advised that the Green Grant is \$100K, with \$95K being for distribution to the community and \$5K for administration, which includes items such as advertising.

Question 2

What is the current position of the Council regarding changing the zoning in Mandogalup from rural to light industrial?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City is currently advertising a Local Planning Policy for Mandogalup that states the City's intent.

Question 3

Has there been a vote of Council for Mandogalup to be changed from rural to light industrial?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that there has been no scheme amendment in relation to a specific lot at this point in time, but there is an advertised Local Planning Policy that signals Council's intent with regard to scheme amendment proposals.

Question 4

Does that mean that local Councillors can give their view on it, because they are not disagreeing with Council policy?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that once a decision of Council is made, then no Councillor is to adversely reflect on that decision of Council. This Council has advertised its intent in relation to the area, through its advertisement of the Local Planning Policy.

Question 5

So that is Council policy and no Councillor can object to that now, is that correct?

4 PUBLIC QUESTION TIME

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer explained that once a decision of Council is made no Councillor is to adversely reflect on that decision of Council. This Council has made a decision to advertise the Local Planning Policy for Mandogalup.

Question 6

There has been a Council vote then?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that there has been a decision to advertise the Local Planning Policy for Mandogalup.

Question 7

So where does the process go from here?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the Local Planning Policy and any submissions made in relation to it, will be presented back to Council for further consideration.

Question 8

Who will make the final decision on this? The State Planning Commission?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that a Local Planning Policy is set by the Council.

Question 9

Will the final decision be made by the State Planning Commission?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer explained that in relation to a Local Planning Policy, the decision maker is the Local Government.

Question 10

Can that decision be overruled by the State Planning Commission?

Response

The Mayor took the question on notice.

Question 11

Can Council tell me with their discussions with Alcoa, how long Alcoa need the present tailings on the land that the tailing ponds are on?

Response

The Mayor took the question on notice.

4 PUBLIC QUESTION TIME

Question 12

When Alcoa is finished with this land will the area be regenerated back to the standard of light industrial use as its previous ponds were?

Response

The Mayor took the question on notice.

Question 13

On 28 March Council meeting Councillor Adams referred several questions regarding Phoenix Energy to the Chief Executive Officer, why did she not answer these questions herself?

The Mayor asked what questions Mr Desmond was referring to?

Mr Desmond answered the Phoenix Energy contract extension.

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that with a matter like this, the Chief Executive Officer probably has got more knowledge with respect to correspondence received within the organisation than the Mayor.

Question 14

Can you tell me where you were Councillor Adams on the 26 March in the evening?

Response

The Mayor asked what purpose Mr Desmond was asking the question.

Mr Desmond stated that he understands that the Mayor would have known all of the answers to the questions he had asked as she attended the Serpentine Jarrahdale Council Meeting, where these matters were referred to.

The Mayor confirmed that she was at the Serpentine Jarrahdale Council Meeting.

Question 15

Did you stay in the Chamber while Phoenix Energy was discussed Behind Closed Doors?

Response

The Mayor advised that she did not stay in the Chamber.

Mr Desmond stated that he was told that the Mayor stayed in the Chamber.

The Mayor advised Mr Desmond she was not in the Chamber while the matter was discussed Behind Closed Doors at the Serpentine Jarrahdale Council Meeting.

The Chief Executive Officer explained that the Serpentine Jarrahdale Council would have been in error to allow a visiting member to be in the Council Chambers whilst a matter was being discussed Behind Closed Doors and suggested that Mr Desmond clarify the matter with the Serpentine Jarrahdale Council.

4 PUBLIC QUESTION TIME

4.2 Mr Peter Tait, Orelia

Question 1

I have been trying to get some information out of Council in reference to a waste incinerator that you have embarked on, I finally got a little bit this afternoon and it appears that you are making decisions on information that is not complete. I specifically asked for a process flow document (PFD), a general arrangement drawing with major items of equipment clearly identified and a mass balance sheet. I was sent a couple of reports late this afternoon which did provide some of this information and also some information on the transport logistics issues that are going to arise. I do not know how you could possibly make those decisions on transport when you do not have a mass balance sheet.

This is a waste management facility, it is glorified by saying it is a Waste to Energy Plant. The technology is ancient; it is not the best technology available in the world.

Did it ever go through due process? open tenders for the design and construct? what is our ratepayer liability for this thing that is ultimately going to become an eyesore and major pollutant? Not only here, but the first people that are going to start complaining will be people in the City of Melville, Booragoon and those areas North of Perth because that's where the prevailing winds will take the contamination.

This is a disgrace, I do not know what our financial exposure is, but it is a disgrace that this thing has been forced through the way it has.

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer explained that in relation to the design and construct, the City is not letting the design and construct tender, that is the proponent.

Mr Tait added that he has submitted the same questions to the proponent and they have not supplied the information.

The Chief Executive Officer advised that the proposal has obtained approval from the Environmental Protection Authority (EPA), it has also received planning approval from the Joint Development Assessment Panel (JDAP) and it went through a Public Environmental Review process. The Chief Executive Officer further advised that all of the details in relation to the operation of this plant and the environmental impact aspects have been made public, and that was run through the State Government. In relation to the planning approval, it was not an approval that was given by the City, that was taken again by JDAP and the plans in relation to that, were a matter of the public record. The Chief Executive Officer advised that in relation to the planning and environmental aspects of the proposal, they have all been made public, whether the proponent wants to release the design and construction tender information to you is their decision, they may have valid commercial reasons why they have not.

The Chief Executive Officer advised that the City has signed a contract to supply waste.

5 Applications for Leave of Absence:

COUNCIL DECISION

139

MOVED CR M KEARNEY

SECONDED CR S LEE

That Councillor Wendy Cooper be granted a leave of absence from 15 May 2018 to 20 May 2018 inclusive.

That Councillor Matthew Rowse be granted a leave of absence from 8 July 2018 to 27 July 2018 inclusive.

CARRIED
7/0

6 Declarations of Interest by Members and City Officers:

Councillor Merv Kearney declared a financial interest in item 14.2, Invitation to Comment - Environmental Protection and Biodiversity Conservation Act 1999 Referral 2018/8182 Lot 2 & 10 Rowley Road, Mandogalup due to Frankland Sand Supplies being a supplier to his business Kearns Garden, Hardware and Pets.

Mayor Carol Adams declared a financial interest in item 15.5, Proposed Hazardous Industry - Mercury Recovery Plant – Lot 101 Donaldson Road, Kwinana Beach due to the proponent being a member organisation of her husband's employer, Kwinana Industries Council.

Mayor Carol Adams declared an impartiality interest in item 16.2, Accounts for Payment for the month ended 31 March 2018 due to her husband's employer, Kwinana Industries Council being a recipient of a payment.

7 Community Submissions:

7.1 Mr Darren Walsh, Chief Executive Officer of Strategen on behalf of Qube Property Group Pty Ltd regarding item 14.1, Banksia Woodland Impacts – Request the Environment Minister refer the impacts of clearing Banksia Woodland on Lot 682 Rowley Road to the EPA for Assessment under Section 38(4) of the Environmental Protection Act 1986 and item 14.3, Invitation to Comment - Environmental Protection and Biodiversity Conservation Act 1999 Referral 2018/8186 – Lot 682 Rowley Road, Mandogalup

Mandogalup (including Lot 682 Rowley Road) has been 17 years in the making, undergoing rigorous planning and environmental assessment by Federal and State government authorities. Lot 682 has already been the subject of an assessment pursuant to Sections 130 and 133 of the EPBC Act and an approval was granted on 4 August 2014 and has effect until 31 July 2024. Legal advice has confirmed that no subsequent listing of a relevant species for the EPBC Act will have any impact on that approval pursuant to Section 158A of the EPBC Act.

7 COMMUNITY SUBMISSIONS

Qube is separately seeking environmental assessment within the northern portion of the Planning Control Area (PCA) land to allow access to the site within an area already marked for clearing as part of the Rowley Road expansion to West Port of which the City of Kwinana strongly supports the transport link. In addition, to comply with Guidelines for Planning in Bush fire Prone Area (WAPC, 2017) pockets of remnant vegetation within the PCA needs to be cleared between Rowley Road and the development interface. Either way the PCA will be cleared for the Rowley Road upgrade to the new outer Harbour.

A smaller area of 0.15Ha within the Western Power easement which contain high voltage transmission lines has been included in the assessment. Over the past 10 years, active management within the Western Power easement has not occurred, which has resulted in the natural regeneration. Access to the southern section of the site is required through the Western Power easement.

The Federal and State environmental approvals to date have been outlined below.

This includes the referral to the EPA due to the proposed MRS amendment to incorporate the Land. Namely MRS amendment 1114/33 and was the subject of a decision under section 48 (10 (a) of the EP Act. Legal advice has confirmed the proposal for the clearing and rezoning of the land to Urban is an "assessed scheme" for the purposes of the EP Act. Legal advice has also confirmed the City's concerns have been dealt with and has been the subject of formal assessment under the EPBC Act and the requirement to refer pursuant to section 48I of the EP Act is not triggered.

Commonwealth EPBC Referral Assessment:

- January 2014- EPBC referral was submitted to the DEE for assessment, referral area included Lot 682.
- August 2014, referral received a controlled approval subject to conditions. Approval included clearing Lot 682 (38.7ha of black cockatoo foraging and potential breeding habitat) with funds paid by Qube to DEE to facilitate the purchase of the "offset land".
- In accordance with approved LSP (which Council endorsed at the Ordinary Council Meeting item 15.2 held 8 March 2017) and draft subdivision plan an access way from the development to Rowley road is required. Also since the 2014 assessment, State Planning Policy 3.7 Planning in Bush fire Prone Areas was gazetted in 2015. To comply with Guidelines for Planning in Bush fire Prone Area (WAPC, 2017) pockets of remnant vegetation within the PCA needs to be cleared between Rowley Road and the development interface.
- Over the past 10 years, active management within the Western Power easement has not occurred, which has resulted in the natural regeneration of Banksia vegetation in this area.
- To address the PCA and Western Power Easement matter in April 2018, an EPBC referral was submitted to the DEE for assessment to clear 1.11ha of Black Cockatoo foraging habitat and Banksia Woodland TEC within these areas.

7 COMMUNITY SUBMISSIONS

State Assessment:

- June 2006, (WAPC) MRS amendment report – Amendment No. 1114/33 including Lot 682, PCA and Western Power Easement was referred to the EPA. The EPA letter (dated 13 March 2006) considered that the proposed scheme amendment (Rural to Urban Deferred) should not be assessed under Part IV Division 3 of the EP Act but provided the following advice and recommendations:
 - o Remnant vegetation- measures taken to ensure identification and protection of any vegetation on site worthy of retention prior to structure planning. Including DRF, priority species and TEC. Surveys are to be completed prior to LSP to ensure that any vegetation worthy of protection is identified and retained.
- It is noted that two flora surveys have been undertaken of the Qube Mandogalup area and did not identify any species of DRF or priority flora (Cardno 2005; Plantecology Consulting 2012). The 2012 survey was a Target Priority and Threatened Flora search and did not record any priority or threatened flora on site. These were completed prior to the finalisation of the LSP.
- February 2012, Lifting of Urban Deferment-Portion of Mandogalup Urban Precinct. DEC had no objection to lifting of Urban Deferment over the portion of the Mandogalup Urban Precinct. Concern raised at that time to the implications of the future industrial buffer boundary did not justify delaying progression of Strategic and Statutory planning outside (1.5km) separation buffer.
- April 2012, Proposed Lifting of Urban Deferment-Portion of Mandogalup- Letter from DEC to WAPC. DEC reflects no objection to the lifting of urban deferment over the portion of Mandogalup Precinct.
- June 2014, Strategen prepared letter report to support LSP for Mandogalup.
- March 2018, Mandogalup West Local Structure Plan (including Lot 682, PCA and Western Power Easement) was approved by the WAPC. The LSP, Figure 12 identified POS areas and potential trees to be retained within the LSP and subdivision.

The Mandogalup land estate, located off Rowley Road, will provide affordable housing to a new community of 4,600 people in the City of Kwinana.

The \$483 million project will ultimately result in the development of 1,750 residential lots, creating many jobs in the development phase, and several hundred more construction jobs as new land owners build their homes.

Like all of Qube's master-planned developments, the new Mandogalup land estate has been designed to minimise the impact of the environment and adhere to all State and Federal requirements.

What is being proposed by Items 14.1 and 14.3 is attempting to reverse approvals already issued, which we urge you to consider carefully.

8 Minutes to be Confirmed:

8.1 Ordinary Meeting of Council held on 11 April 2018:

COUNCIL DECISION

140

MOVED CR S MILLS

SECONDED CR W COOPER

That the Minutes of the Ordinary Meeting of Council held on 11 April 2018 be confirmed as a true and correct record of the meeting.

**CARRIED
7/0**

9 Referred Standing / Occasional / Management /Committee Meeting Reports:

Nil

10 Petitions:

Nil

11 Notices of Motion:

Nil

12 Reports – Community

Nil

13 Reports – Economic

Nil

14 Reports – Natural Environment

14.1 Banksia Woodland Impacts – Request the Environment Minister refer the impacts of clearing Banksia Woodland on Lot 682 Rowley Road to the EPA for Assessment under Section 38(4) of the Environmental Protection Act 1986

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The City of Kwinana has become aware of an impending impact on a Threatened Ecological Community (TEC) listed as endangered by the *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act) in the Mandogalup locality.

A Structure Plan for Lot 682 Rowley Road was initially prepared in 2014 and planning approvals took some time to progress due to broader planning issues in the locality. The Structure Plan has now been approved by the Western Australian Planning Commission and subdivision of the site is now being considered.

Whilst the planning approvals in this locality were being considered, the Federal Department of Environment (DoE) listed Banksia Woodlands of the Swan Coastal Plain as an Endangered Ecological Community under the EPBC Act. The listing of the Banksia Woodlands as Endangered was made effective on 16 September 2016.

Although the Western Australian Environmental Protection Authority (EPA) assessed the MRS amendment for the site in 2006 (the level of assessment was set as “not assessed” noting that issues around remnant vegetation and fauna will require attention at appropriate stages in the planning process as each factor may have implications for the overall residential capacity, extent and form of development of the subject land, see Attachment A).

OFFICER RECOMMENDATION:

That Council request the Minister for the Environment refer the proposed subdivision of Lot 682 Rowley Road, Mandogalup to the EPA for assessment under Section 38(4) of the *Environmental Protection Act 1986*, as per Attachment B.

DISCUSSION:

Banksia Woodlands of the Swan Coastal Plain have been listed as an endangered community due to the significant extent of clearing across the Perth Metropolitan and South West regions.

Banksia Woodlands of the Swan Coastal Plain have been listed as an endangered community due to the amount that has been cleared across the Perth Metropolitan and South West.

14.1 BANKSIA WOODLAND IMPACTS – REQUEST THE ENVIRONMENT MINISTER REFER THE IMPACTS OF CLEARING BANKSIA WOODLAND ON LOT 682 ROWLEY ROAD TO THE EPA FOR ASSESSMENT UNDER SECTION 38(4) OF THE ENVIRONMENTAL PROTECTION ACT 1986

The Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain Ecological Community (2016) (Conservation Advice) states that the greatest threat to the Banksia dominated woodlands ecological community is clearing and fragmentation. This includes:

- clearing for urban developments, especially in the Perth metropolitan region but also in the urban centres of Bunbury and Busselton;
- associated urban degradation/disturbance such as rubbish dumping, uncontrolled vehicle access, wildflower and seed harvesting;
- clearing for agriculture and horticulture (mainly in the past);
- mining for basic raw materials (e.g. road/building materials), mineral sands and silica sands, that involve vegetation clearing and hydrological impacts.

The impact within the City of Kwinana and within the Mandogalup locality resulting from broad scale clearing of native vegetation for developments, aside from the obvious impact of increasing the scarcity of an endangered TEC, are cumulative and result in an environment devoid of native flora and fauna and contrary to the values expressed through the City's Strategic Community Plan.

The development proposed at Lot 682 proposes to retain approximately 3% of the native vegetation within the LSP area for conservation purposes. This reflects the figure that the City was able to achieve in 2014, prior to the status of the vegetation being assessed as Endangered by the Federal Department of Environment.

To ensure that robust consideration of planning impacts is being undertaken by all tiers of Government, the City of Kwinana wishes to ensure that the impacts on the conservation significance of native vegetation on the site by the proposed development within Lot 682 Rowley Road, Mandogalup, have been assessed.

The EP Act 1986 states that the Minister for Environment may refer a proposal to the Authority (EPA) if it appears that there is public concern about the likely effect of a proposal (Section 38(4)). The Council, if it considers there is community concern regarding the proposal, can request that the Minister for the Environment refer the proposal to the EPA.

LEGAL/POLICY IMPLICATIONS:

The *Environmental Protection Act 1986*, Section 38(4) states:

"If it appears to the Minister that there is public concern about the likely effect of a proposal, if implemented, on the environment, the Minister may refer the proposal to the Authority."

The City of Kwinana Council can request the Minister for Environment refer this proposal under this section of the EP Act 1986.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications that have been identified as a result of this report or the recommendation.

14.1 BANKSIA WOODLAND IMPACTS – REQUEST THE ENVIRONMENT MINISTER REFER THE IMPACTS OF CLEARING BANKSIA WOODLAND ON LOT 682 ROWLEY ROAD TO THE EPA FOR ASSESSMENT UNDER SECTION 38(4) OF THE ENVIRONMENTAL PROTECTION ACT 1986

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications that have been identified as a result of this report or the recommendation.

ENVIRONMENTAL IMPLICATIONS:

Formal consideration of the environmental values on Lot 682 Rowley Road, Mandogalup, in light of the Endangered status listing by the Department of Environment under the EPBC Act, will ensure that robust consideration of the impact of the development is undertaken.

Efficient, effective and sustainable land use is one of the intended objectives of the *Planning and Development Act 2005* (section 3(1)(b)&(c)). Developments where significant environmental impacts are proposed should have appropriate assessment to ensure that the community of Kwinana and Western Australia can have confidence in the outcomes being determined.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and Corporate Business Plan.

Plan	Outcome	Objective
Strategic Community Plan	Surrounded by Nature	3.1 Improve conservation of biodiversity and protection of native vegetation 3.2 Achieve high levels of environmental protection in new developments 3.3 Educate and promote improved environmental land management 3.6 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning
Corporate Business Plan	A Well Planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity

14.1 BANKSIA WOODLAND IMPACTS – REQUEST THE ENVIRONMENT MINISTER REFER THE IMPACTS OF CLEARING BANKSIA WOODLAND ON LOT 682 ROWLEY ROAD TO THE EPA FOR ASSESSMENT UNDER SECTION 38(4) OF THE ENVIRONMENTAL PROTECTION ACT 1986

COMMUNITY ENGAGEMENT:

The City of Kwinana has surveyed the community of Kwinana several times to ensure the evolution of the City's Strategic Community Plan reflects the desires and concerns of the residents of the City of Kwinana. This surveying consistently indicates that the residents of Kwinana place great value in the surrounding environment and Kwinana's natural areas.

Given the short Invitation for Comment period, further community engagement is not proposed.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Inappropriate removal of Native Vegetation within the City of Kwinana
Risk Theme	Inadequate environmental management
Risk Effect/Impact	Environment Reputation
Risk Assessment Context	Strategic Operational Project
Consequence	Major
Likelihood	Almost certain Likely
Rating (before treatment)	Extreme High
Risk Treatment in place	Select Avoid - remove cause of risk Reduce - mitigate risk
Response to risk treatment required/in place	Council request the Minister for Environment refer the proposed impacts to the EPA for assessment.
Rating (after treatment)	High

14.1 BANKSIA WOODLAND IMPACTS – REQUEST THE ENVIRONMENT MINISTER REFER THE IMPACTS OF CLEARING BANKSIA WOODLAND ON LOT 682 ROWLEY ROAD TO THE EPA FOR ASSESSMENT UNDER SECTION 38(4) OF THE ENVIRONMENTAL PROTECTION ACT 1986

COUNCIL DECISION

141

MOVED CR S LEE

SECONDED CR W COOPER

That Council request the Minister for the Environment refer the proposed subdivision of Lot 682 Rowley Road, Mandogalup to the EPA for assessment under Section 38(4) of the *Environmental Protection Act 1986*, as per Attachment B.

CARRIED

5/2

FOR

Mayor Carol Adams
Councillor Wendy Cooper
Councillor Sandra Lee
Councillor Sheila Mills
Councillor Matthew Rowse

AGAINST

Councillor Merv Kearney
Councillor Dennis Wood



Environmental Protection Authority

Westralia Square,
141 St Georges Terrace, Perth, Western Australia 6000.
Telephone: (08) 9222 7000. Facsimile: (08) 9222 7155.

Postal Address: PO Box K822,
Perth, Western Australia 6842.
Website: www.epa.wa.gov.au

Secretary
Western Australian Planning Commission
469 Wellington Street
PERTH WA 6000

Your Ref 809-2-26-5
Our Ref CRN217726
Enquiries Kathryn Schell

Att: Mr Andrew Trevor

SCHEME AMENDMENT TITLE: MRS Amendment 1114/33 Jandakot Structure Plan Cell
1 - Mandogalup Rural to Urban Deferred
LOCALITY: Town of Kwinana
RESPONSIBLE AUTHORITY: Western Australian Planning Commission
LEVEL OF ASSESSMENT: Scheme Amendment Not Assessed - Advice Given
Under Section 48a(1)(A) (no appeals)

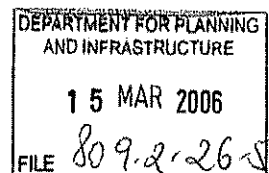
Thank you for your letter of 17 February 2006 referring the above proposed scheme amendment.

After consideration of the information provided by you, the Environmental Protection Authority (EPA) considers that the proposed scheme amendment should not be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) but nevertheless provides the following advice and recommendations.

ADVICE AND RECOMMENDATIONS

1. Environmental Issues

- drainage (management of water quality & quantity);
- special catchment requirements - Peel Harvey Catchment;
- wetlands;
- remnant vegetation;
- fauna;
- soil and groundwater contamination;
- emissions impacting on adjoining land uses;
- noise and vibration
- Cockburn Sound Catchment



2. Advice and recommendations regarding Environmental Issues

The above listed environmental factors will require attention at appropriate stages in the planning process as each factor may have implications for the overall residential capacity, extent and form of development of the subject land. It is expected that future development of the land will be in accordance with the EPA's Guidance Statements and Policies.

Drainage

It is acknowledged that there have been significant difficulties in establishing an overall water management strategy as identified in the Draft Jandakot Structure Plan as required prior to any rezoning. In recognition of these difficulties it is understood that involved agencies have agreed to a draft *Framework for Developing the Jandakot Water Resources Management Strategy* (JWRMS). The EPA Service Unit would expect that the lifting of Urban Deferment would only occur if consistent with the processes and requirements of the JWRMS.

Special Catchment Requirements (Peel Harvey)

The subject land is within the Peel-Harvey Catchment and the provisions of the EPA's Environmental Protection (Peel Inlet-Harvey Estuary) Policy (1992) and the Western Australian Planning Commission's Statement of Planning Policy No 2 (1992) - The Peel-Harvey Coastal Plain Catchment apply. This includes a moratorium on new drainage unless the drainage system can be managed so that nutrients are not exported from the site.

The EPA's objective in relation to the Peel Inlet-Harvey Estuary is to maintain its integrity, functions and environmental values. The EPA'S position relating to effluent disposal and stormwater drainage in this area is contained in the abovementioned statutory policies. It is expected that the development on the subject land complies with the abovementioned policies.

Remaining areas of native vegetation within this catchment are very important for protecting water quality and biodiversity. Under the provision of the Statement of Planning Policy No. 2, the proponent is encouraged to retain all areas of native vegetation and to protect them from further degradation.

Detailed advice should be sought from the Department of Water, the Water Corporation and the Health Department on this issue.

Wetlands

Desktop study indicates that the area contains Nationally Significant Wetlands. It is recommended that this be investigated further.

Remnant Vegetation

The EPA Service Unit expects that measures will be taken to ensure identification and protection of any vegetation on site worthy of retention prior to structure planning. This includes studies being undertaken by a suitable qualified environmental professional to identify significant vegetation, declared rare and priority flora, and threatened ecological communities. These surveys should be conducted in accordance with CALM and EPA guidelines. These surveys should be carried out prior to Local Structure Planning to ensure that any vegetation worthy of protection is identified and retained

Fauna

The EPA service unit expects that a field investigation of Specially Protected (Threatened) Fauna is to be undertaken during spring in conjunction with a search of the Department of Conservation and Land Management's database prior to structure planning. If identified on the property these species are to be protected pursuant to the provisions of the *Wildlife Conservation Act 1950*.

Soil and Groundwater Contamination

It is expected that appropriate investigations are undertaken determine the extent and severity of any contamination prior to any ground disturbing activities taking place on site. If as a result of the site investigation the site is found to be contaminated, then a Site Remediation and Validation Report is to be produced in consultation with the Department of Environment. Prospective purchasers of the lots created should be advised of the outcome of the site investigation and 'Site Remediation and Validation Report' if prepared.

Desktop investigation indicates that Acid Sulfate Soils is an issue. The EPA expects that the extent and severity of the risk will be determined in accordance with the Western Australian Planning Commission's Planning Bulletin No 64 - *Acid Sulfate Soils* (November 2003). The Detailed Site Investigation and Management Plan must be in accordance with the Department of Environment's (DoE) *Acid Sulfate Soils Guidelines Series* (2003) and to the satisfaction of the DoE's Land and Water Quality Branch.

Emissions

The subject land is within the Kwinana Atmosphere Policy Boundary where the provisions of the EPA's *Environmental Protection (Kwinana) (Atmospheric Wastes) Policy Approval Order 1999* apply. It is expected that the development on the subject land complies with this policy.

The subject land abuts land uses that may require pollution management and buffers to protect sensitive land uses from emissions. The EPA recommends that generic separation distances are maintained unless adequate site-specific studies have been carried out that demonstrate that a

lesser distance will not cause any unacceptable amenity impacts in accordance with EPA's Guidance No. 3 "Separation Distances Between Industrial and Sensitive Land Uses" (June 2005).

Noise and Vibration

The EPA expects that consideration of the control of noise and vibration associated with the New Metro Rail, now under construction, Freeway and major roads will be addressed during structure planning to determine the extent of the affected area, and management measures which can be implemented through development of the site in accordance with the Western Australian Planning Commission's Draft Statement of Planning Policies "Metropolitan Freight Network" and "Road and Rail Transport Noise".

In addition Perth Airport's new Standard Arrival Routes (STARS) to take effect from 24 November 2005, will pass over the northern edge of the Mandogalup residential cell, resulting in potential constraints under SP 5.1 - Land use planning in the vicinity of Perth Airport. For further information about potential impacts from the flight paths, contact Aircservices Australia, GPO Box 367, Canberra, ACT 2600, att: Adrian But, Manager Environment Services, or www.airservicesaustralia.com

Cockburn Sound Catchment

The subject land is within the boundary of the *State Environmental (Cockburn Sound) Policy 2005*. It is expected that the development on the subject land complies with the abovementioned policy.

3. Environmental Issues not assessed

Without limiting the EPA's discretion under section 5(e) of the EP Act to require the referral of proposals arising from the scheme amendment and your discretion, as the responsible authority, under section 48I of the EP Act to refer proposals arising from the scheme amendment, the EPA advises that the following environmental issues are not assessed:

- drainage (management of water quality & quantity);
- special catchment requirements - Peel Harvey Catchment; Cockburn Sound
- wetlands;
- remnant vegetation;
- fauna;
- soil and groundwater contamination;
- emissions impacting on adjoining land uses;
- noise and vibration

4. Advice and recommendations regarding Environmental Issues not assessed

Sufficient information is not available at this stage regarding the nature of the impacts on the environment arising from the implementation of the scheme amendment. Accordingly, the EPA advises that the environmental issues listed in paragraph 3 above are not assessed and recommends further consideration of the need to assess proposals arising from the scheme amendment when more information is available, for example, subsequent rezoning, preparation of a Development Guide Plan, Structure Plan, Outline Development Plan, Subdivision or development.

5. General Advice

- For the purposes of Part IV of the *EP Act*, the scheme amendment is defined as an assessed scheme amendment. In relation to the implementation of the scheme amendment, please note the requirements of Part IV Division 4 of the *EP Act*.
- There is no appeal right in respect of the EPA's decision on the level of assessment of scheme amendments.
- A copy of this advice will be sent to the relevant authorities and will be available to the public on request.


K J Taylor
Director
Environmental Impact Assessment

13 March 2006



24 April 2018

Hon Stephen Dawson MLC
Minister for the Environment
12th Floor Dumas House
2 Havelock Street
WEST PERTH WA 6005

Dear Minister

Proposed Subdivision (WAPC Ref 155567) - Lot 682 Rowley Road, Mandogalup

The proposed subdivision of Lot 682 Rowley Road, Mandogalup (Lot 682) is being referred to you under section 38(4) of the *Environmental Protection Act 1986* (EP Act) due to the potential direct impact on *Banksia Woodland* that is classified as a *Threatened Ecological Community* (TEC) under the *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act).

The *Metropolitan Region Scheme* (MRS) Amendment 1114/33 to rezone Mandogalup (including Lot 682) from *Rural* to *Urban Deferred* was assessed by the Environmental Protection Authority (EPA) under section 48A of the *Environmental Protection Act 1986* (EP Act). The EPA advised on 13 March 2006 that Amendment 1114/33 did not require formal assessment under the EP Act and provided advice and recommendations. In particular, the EPA advised that issues around remnant vegetation and fauna would require attention at appropriate stages in the planning process as each factor may have implications for the overall residential capacity, extent and form of development of the subject land

Since the EPA's assessment of MRS Amendment 1114/33, in 2006, the Australian Government classified *Banksia Woodland* as a TEC under the EPBC Act, on 16 September 2016.

The City is concerned that appropriate consideration of the impacts on conservation significant native vegetation proposed by this development during previous assessments may not have occurred. On this basis and in view of the public interest in this matter, the City is requesting that you refer the proposal to the EPA pursuant to section 38(4) of the EP Act.

Yours faithfully

Carol Adams
Mayor

Administration

Cnr Gilmore Ave & Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966 | Hours Mon-Fri 8am-5pm (Cashier hours 8am-4pm)
Telephone 08 9439 0200 | Facsimile 08 9439 0222 | TTY 08 9419 7513 | admin@kwinana.wa.gov.au | www.kwinana.wa.gov.au



14.2 Invitation to Comment - Environmental Protection and Biodiversity Conservation Act 1999 Referral 2018/8182 Lot 2 & 10 Rowley Road, Mandogalup

DECLARATION OF INTEREST:

Councillor Merv Kearney declared a financial interest in item 14.2, Invitation to Comment - Environmental Protection and Biodiversity Conservation Act 1999 Referral 2018/8182 Lot 2 & 10 Rowley Road, Mandogalup due to Frankland Sand Supplies being a supplier to his business Kearns Garden, Hardware and Pets.

Councillor Merv Kearney exited the Council Chambers at 7:37pm.

SUMMARY:

The City of Kwinana has become aware of an application to remove Native Vegetation in the Mandogalup Area on Lot 2 and Lot 10 Rowley Road, Mandogalup (See Attachment A). The referral has been made to the Federal Government's Department of Environment (DoE) under the *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act) requirements (EPBC) as the vegetation on site that is proposed to be removed is a Threatened Ecological Community (TEC) and is habitat for Carnaby's Cockatoo and Red Tailed Black Cockatoos. Proposals that impact on listed threatened species or threatened ecological communities require referral to the DoE where further assessment is undertaken.

Referrals to the DoE have a 10 working day comment period from the Date of Notice. For the Referral 2018/8182 Questdale Holdings PTY/LTD/Mining/Lot 2 (Plan 11392) and 10, Rowley Road Mandogalup (the Referral, see Attachment B), the comment period commenced on 6 April 2018 and closes on 20 April 2018. The DoE has granted the City of Kwinana an extension so that the Council can provide formal comments on the referral.

OFFICER RECOMMENDATION:

That Council resolves to submit a response to EPBC Referral 2018/8182, as per Attachment B.

DISCUSSION:

The site of the referral includes two lots on the northern boundary of the City of Kwinana (see Attachment C for a site plan). Lot 10 (36.5ha) contains an active sand quarry and approximately 5 hectares of remnant vegetation. Lot 2 (35.3ha) contains an access track and several firebreaks but the significant portion of the site is remnant vegetation comprising Banksia Woodland in good to excellent condition. The referral document indicates the proponent proposes to clear 37.48 hectares of Banksia Woodland TEC and 39.38 hectares of Black Cockatoo habitat.

Banksia Woodlands of the Swan Coastal Plain were listed as Endangered by the Department of Environment on 16 September 2016.

Both Lots 2 and Lot 10 Rowley Road are zoned Rural under the Metropolitan Regional Scheme (MRS) and the City of Kwinana Local Planning Scheme No.2 (LPS). Lot 10 has an Extractive Industry Licence (2014) (Frankland Sand Supplies).

14.2 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8182 LOT 2 & 10 ROWLEY ROAD, MANDOGALUP

City Officers have reviewed the referral document and the supporting documents (which include maps and consultant reports) and have prepared a response to the Invitation to Comment that focuses on the technical content of the referral and supporting documents. The referral indicates that the proponent plans on removing all vegetation from the site for mining and bushfire fuel reduction although neither of those purposes have a current approval from the City of Kwinana. The proponent plans to mitigate the impacts of their proposal by purchasing land outside of the City of Kwinana as an offset.

City Officers have reviewed the referral and the actions proposed including the proposed offsets against the Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain Ecological Community (2016) (Conservation Advice) and note that the Conservation Advice states that "Further clearance and damage to this ecological community should not occur". Offsetting is a last resort and should only be proposed as an attempt to compensate for damage to the ecological community that is deemed unavoidable.

As such, the proposal in its current form is not supported by City Officers as the advice contained with the Conservation Advice has not been appropriately applied to the proposal.

Included in the proposed response from the City to the referral is that the City considers the action to be a Controlled Action and that any subsequent proposed decision on the action, or any conditions if the decision of the Minister is to approve the action, will attract further comment from the City of Kwinana.

The impact within Kwinana and the Mandogalup area resulting from broad scale clearing of native vegetation for development, aside from the obvious impact of increasing the scarcity of an endangered TEC, is that the cumulative impacts are not being assessed, resulting in an environment devoid of native flora and fauna and are contrary to the theme of being 'Surrounded by Nature', as described in the City's Strategic Community Plan. A balanced and sustainable approach to the development potential of the land is required.

LEGAL/POLICY IMPLICATIONS:

The Environmental Protection and Biodiversity Conservation Act 1999, Section 74(3)(b) states "As soon as practicable after receiving a referral of a proposal to take an action, the Environment Minister must cause to be published on the internet (b) an invitation for anyone to give the Minister comments within 10 business days (measured in Canberra) on whether the action is a controlled action."

This invitation for comment enables the City of Kwinana to make comment on the referral.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications that have been identified as a result of this report or the recommendation.

14.2 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8182 LOT 2 & 10 ROWLEY ROAD, MANDOGALUP

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications that have been identified as a result of this report or the recommendation.

ENVIRONMENTAL IMPLICATIONS:

Banksia Woodlands of the Swan Coastal Plain have been listed as an Endangered Community due to the amount that has been cleared across the Perth Metropolitan and South West.

The Conservation Advice states that greatest threat to the Banksia dominated woodlands ecological community is clearing and fragmentation. This includes:

- clearing for urban developments, especially in the Perth metropolitan region but also in the urban centres of Bunbury and Busselton;
- Associated urban degradation/disturbance such as rubbish dumping, uncontrolled vehicle access, wildflower and seed harvesting;
- clearing for agriculture and horticulture (mainly in the past);
- mining for basic raw materials (e.g. road/building materials), mineral sands and silica sands, that involve vegetation clearing and hydrological impacts.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and Corporate Business Plan.

Plan	Outcome	Objective
Strategic Community Plan	Surrounded by Nature	3.1 Improve conservation of biodiversity and protection of native vegetation 3.2 Achieve high levels of environmental protection in new developments 3.3 Educate and promote improved environmental land management 3.6 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning
Corporate Business Plan	A Well Planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity

14.2 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8182 LOT 2 & 10 ROWLEY ROAD, MANDOGALUP

COMMUNITY ENGAGEMENT:

The City of Kwinana has surveyed the community of Kwinana several times to ensure the evolution of the City's Strategic Community Plan reflects the desires and concerns of the residents of the City of Kwinana. This surveying consistently indicates that the residents of Kwinana place great value in the surrounding environment and Kwinana's natural areas.

Given the short Invitation for Comment period further community engagement is not proposed.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Inappropriate removal of Native Vegetation within the City of Kwinana
Risk Theme	Environmental degradation and loss of unique biodiversity
Risk Effect/Impact	Environmental Reputational
Risk Assessment Context	Operational
Consequence	Significant
Likelihood	Possible/likely
Rating (before treatment)	High
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Advocate for improved outcomes, respond to community concerns with formal responses to decision makers
Rating (after treatment)	High

COUNCIL DECISION

142

MOVED CR M ROWSE

SECONDED CR W COOPER

That Council resolves to submit a response to EPBC Referral 2018/8182, as per Attachment B.

**CARRIED
6/0**

Councillor Merv Kearney returned to the Council Chambers at 7:40pm.



Title of Proposal - Lots 2 and 10 Rowley Road, Mandogalup WA 6167

Section 1 - Summary of your proposed action

Provide a summary of your proposed action, including any consultations undertaken.

1.1 Project Industry Type

Mining

1.2 Provide a detailed description of the proposed action, including all proposed activities.

Questdale Holdings Pty Ltd (proponent) (in association with pit operations manager Frankland Enterprises Pty Ltd trading as Frankland Sand Supplies) are proposing to clear vegetation for bushfire fuel reduction and to extend an existing sand quarry extraction operation on Lots 2 (35.28ha) and 10 (36.7ha) Rowley Road, Mandogalup, Western Australia. The site is located approximately 33 km south of Perth and is enclosed within an area bounded by the Kwinana Freeway to the east, Anketell Rd to the south, Mandogalup Rd to the west, and Rowley Rd to the north (Figure 1).

The Proposal Area is zoned Rural under both the Metropolitan Regional Scheme (MRS) and City of Kwinana Town Planning Scheme No. 2 (TPS) and is within the City's Development Contribution Plan No. 8. The MRS identifies other regional road zone which intersects Lots 2 and 10 (Figure 2).

The Proposal Area (43.67ha) involves the clearing of approximately 37.48 ha Banksia Woodlands of the Swan Coastal Plan (Floristic Community Type -FCT 28), 39.38ha of potential foraging habitat for and 64 potential nesting habitat trees (>500mm DBH) were recorded within the project area (Eucalyptus marginata). Of these, 23 trees contained visible hollows of at least 10 cm diameter, potential breeding trees for Carnaby's Black Cockatoo (CBC) and Forest Red-Tailed Black-Cockatoos (FRTBC). Approximately 14.18% of the vegetation within the Proposal Area is in good - excellent condition.

1.3 What is the extent and location of your proposed action? Use the polygon tool on the map below to mark the location of your proposed action.

Area	Point	Latitude	Longitude
Site location	1	-32.188696191493	115.84307626845
Site location	2	-32.186190133437	115.84247545363
Site location	3	-32.184864437144	115.84238962294
Site location	4	-32.182539881974	115.84245399596



Area	Point	Latitude	Longitude
Site location	5	-32.181867929187	115.84273294569
Site location	6	-32.181686319475	115.84318355681
Site location	7	-32.181250454687	115.84331230284
Site location	8	-32.181286776832	115.83908514143
Site location	9	-32.180796426647	115.83908514143
Site location	10	-32.18074194313	115.84753946425
Site location	11	-32.180887232436	115.84753946425
Site location	12	-32.180887232436	115.84794716002
Site location	13	-32.1886235531	115.84708885313
Site location	14	-32.188768829828	115.84689573409
Site location	15	-32.18875067025	115.84309772612
Site location	16	-32.188696191493	115.84309772612
Site location	17	-32.188696191493	115.84307626845

1.5 Provide a brief physical description of the property on which the proposed action will take place and the location of the proposed action (e.g. proximity to major towns, or for off-shore actions, shortest distance to mainland).

The Project Area is located approximately 33 km south of Perth within the City of Kwinana jurisdiction and is bounded by the Kwinana Freeway to the east, Anketell Rd to the south, Mandogalup Rd to the west, and Rowley Rd to the north (Figure 1).

1.6 What is the size of the proposed action area development footprint (or work area) including disturbance footprint and avoidance footprint (if relevant)?

The proposed action area development footprint is 43.67 ha.

1.7 Is the proposed action a street address or lot?

Lot

1.7.2 Describe the lot number and title. Lot 2 (Plan 11392) and 10, Rowley Road Mandogalup

1.8 Primary Jurisdiction.

Western Australia

1.9 Has the person proposing to take the action received any Australian Government grant funding to undertake this project?



No

1.10 Is the proposed action subject to local government planning approval?

Yes

1.10.1 Is there a local government area and council contact for the proposal?

Yes

1.10.1.0 Council contact officer details

1.10.1.1 Name of relevant council contact officer.

Ashley Harding

1.10.1.2 E-mail

Ashley.Harding@Kwinana.wa.gov.au

1.10.1.3 Telephone Number

(08) 9439 0206

1.11 Provide an estimated start and estimated end date for the proposed action.

Start date 08/2018

End date 12/2023

1.12 Provide details of the context, planning framework and State and/or Local government requirements.

The site is currently zoned 'Rural' under the MRS and 'Rural A' under the City of Kwinana TPS No. 2. Under 'Rural A' zoning-Extractive Industry use class is a land-use which the City's Council exercising the discretionary powers available to it may approve under the TPS after notice of application has been given in accordance with advertising requirement (TPS No. 2 clause 2). There is an existing Extractive Industry Licence (2014) (Frankland Sand Supplies) associated with Lot 10.

The draft Perth and Peel @3.5 million (Green Growth Plan) (PPGGP) and draft planning frameworks for four sub-regions were released in 2015. The site is located within the Metro South West Region planning sub-region. Under the PPGGP, most of Lot 10 is within the Industrial class of action (future resource extraction area). Within Lot 2, the lot has been divided into an area not within an action class with the remainder of the lot within the Industrial class of action with Broad Commitment and Values (Figure 3).



1.13 Describe any public consultation that has been, is being or will be undertaken, including with Indigenous stakeholders.

The Department of Planning, Lands and Heritage (2017) Aboriginal Heritage Inquiry System database was searched for registered and other heritage places. There are no registered or other heritage sites within or adjacent to the Project Area. Therefore, at this stage of the project no public consultation has been undertaken.

1.14 Describe any environmental impact assessments that have been or will be carried out under Commonwealth, State or Territory legislation including relevant impacts of the project.

As discussed in 1.12, the Project Area is within the PPGGP, the Metro South West Region planning sub-region. Under the Section 38 of the EP Act, the expansion of the existing sand quarry/abstraction activities will be referred to the Department of Water and Environmental Regulation (DWER) due to the following environmental factors:

- * flora and vegetation
- * landforms
- * terrestrial fauna
- * air quality and human health.

1.15 Is this action part of a staged development (or a component of a larger project)?

No

1.16 Is the proposed action related to other actions or proposals in the region?

No



Section 2 - Matters of National Environmental Significance

Describe the affected area and the likely impacts of the proposal, emphasising the relevant matters protected by the EPBC Act. Refer to relevant maps as appropriate. The [interactive map tool](#) can help determine whether matters of national environmental significance or other matters protected by the EPBC Act are likely to occur in your area of interest. Consideration of likely impacts should include both direct and indirect impacts.

Your assessment of likely impacts should consider whether a bioregional plan is relevant to your proposal. The following resources can assist you in your assessment of likely impacts:

- [Profiles of relevant species/communities](#) (where available), that will assist in the identification of whether there is likely to be a significant impact on them if the proposal proceeds;
- [Significant Impact Guidelines 1.1 – Matters of National Environmental Significance](#);
- [Significant Impact Guideline 1.2 – Actions on, or impacting upon, Commonwealth land and Actions by Commonwealth Agencies](#).

2.1 Is the proposed action likely to have ANY direct or indirect impact on the values of any World Heritage properties?

No

2.2 Is the proposed action likely to have ANY direct or indirect impact on the values of any National Heritage places?

No

2.3 Is the proposed action likely to have ANY direct or indirect impact on the ecological character of a Ramsar wetland?

Yes

2.3.1 Impact table

Wetlands	Impact
Forrestdale and Thomsons lakes	Regionally, existing surface water in the site flows in a southerly direction towards the Spectacles wetlands via the Peel main drain (DoW 2009). Groundwater in the site generally flows west-southwest towards the ocean (DoW 2004). As a result, no significant impacts to



Wetlands	Impact
Peel-Yalgorup system	either lake system are expected. The Peel main drain which flows from Banjup Swamp (located near Gibbs Rd, Aubin Grove) in the north to the Peel-Yalgorup system in the south (via Serpentine River), is located approximately 420m south of Lot 2 cadastral boundary. Surface water drainage will be captured on site, there is current no proposed off-site drainage required associated with the proposed extractive activities within the Project Area. No dewatering or groundwater interception is proposed. Therefore, no direct/indirect impacts are expected to influence the ecological character of the Ramsar wetland.

2.3.2 Do you consider this impact to be significant?

No

2.4 Is the proposed action likely to have ANY direct or indirect impact on the members of any listed species or any threatened ecological community, or their habitat?

Yes

2.4.1 Impact table

Species	Impact
Banksia Woodlands on the Swan Coastal Plain	Clearing of 37.48 ha of FCT 28, which is represented as Vegetation Type 1 (Strategen, 2017). Likelihood: Certain Impact.
Andersonia gracilis	Clearing of 39.37 ha native vegetation. Andersonia gracilis is currently known from the Badgingarra, Dandaragan and Kenwick areas where it is found on seasonally damp, black sandy clay flats near or on the margins of swamps; often on duplex soils supporting low open heath vegetation with species such as Calothamnus hirsutus, Verticordia densiflora and Kunzea recurva over sedges (DEC 2006). No low open heath vegetation is present within the Proposal Area. The closest known location of the species (Kenwick) is located to the north-east of the site approximately 20 km away. The



Species	Impact
	site resides within the Bassendean aeolian deposit characterised by sand plains with low dunes and occasional swamps (Churchward & McArthur 1978). The Kenwick area resides within the Guildford fluviatile deposit characterised by yellow duplex soils and flat plain with medium textured deposits (Churchward & McArthur 1978). Species not recorded within the PVG (2011) vegetation and flora survey (PVG 2015). Likelihood: Unlikely/not present.
<i>Caladenia huegelii</i>	Clearing of 39.37 ha native vegetation. <i>Caladenia huegelii</i> occurs in areas of mixed woodland of <i>Eucalyptus marginata</i> , <i>Banksia attenuata</i> , <i>Banksia ilicifolia</i> and <i>Banksia menziesii</i> with scattered <i>Allocasuarina fraseriana</i> and <i>Corymbia calophylla</i> over dense shrubs of <i>Stirlingia latifolia</i> , <i>Hypocalymma robustum</i> , <i>Hibbertia hypericoides</i> , <i>Hibbertia subvaginata</i> , <i>Xanthorrhoea preissii</i> , <i>Adenanthos cuneatus</i> and <i>Conostylis</i> species (DEC 2009). Its distribution extends from just north of Perth to the Busselton area, usually located within 20 km of the coast and in soils usually consisting of deep grey-white sand associated with the Bassendean sand-dune system (DEC 2009a). Throughout its range the species also tends to favour areas of dense undergrowth (DEC 2009a). Several populations of the species are known to exist in close proximity to the Proposal Area (Figure 4). Despite this, the species was not identified during suitably timed flora surveys of the Proposal Area (Strategen, 2017). Likelihood: Unlikely/not present.
<i>Centrolepis caespitosa</i>	Clearing of 39.37 ha native vegetation. <i>Centrolepis caespitosa</i> occurs in winter-wet clay pans dominated by low shrubs and sedges (Brown et al 1998). No winter-wet clay pans dominated by low shrubs and sedges exist within the Proposal Area. Not recorded within the PVG (2011) vegetation and flora survey (PVG Environmental 2015). Likelihood: Unlikely/not present.
<i>Darwinia foetida</i>	Clearing of 39.37ha native vegetation. <i>Muchea Bell</i> occurs in grey-white sand on swampy,



Species	Impact
	seasonally wet shrublands and has been recorded at three locations near the town of Muchea (SEWPaC 2009), which is located approximately 100 km to the north of the Proposal Area. Not recorded within the PVG (2011) vegetation and flora survey (PVG Environmental 2015). Likelihood: Unlikely/ not present.
<i>Dodonaea hackettiana</i>	Clearing of 39.37 ha native vegetation. The species was not identified during suitably timed flora surveys of the Proposal Area (Strategen, 2017). Likelihood: Unlikely/not present.
<i>Diuris micrantha</i>	Clearing of 39.37 ha native vegetation. Known from four locations (Collie, Yalgorup, Manjimup and Perth), the Dwarf Bee-orchid grows in swamps, drainage lines and seasonally inundated flats in clay soils (DEC 2011b), which are not characteristic of the Proposal Area. Not recorded within the PVG (2011) vegetation and flora survey (PVG 2015). Likelihood: Unlikely/ not present.
<i>Diuris purdiei</i>	Clearing of 39.37 ha native vegetation. <i>Diuris purdiei</i> occurs in winter-wet swamps, a habitat which is not characteristic of the Proposal Area. Not recorded within the PVG (2011) vegetation and flora survey (PVG 2015). Likelihood: Unlikely/ not present.
<i>Drakaea elastica</i>	Clearing of 39.37 ha native vegetation. <i>Drakaea elastica</i> is currently known only from the Swan Coastal Plain over a range of approximately 350 km between Cataby in the north and Busselton in the south (DEC 2009b). The species is known to grow on bare patches of sand within otherwise dense vegetation in low-lying areas alongside winter-wet swamps (DEC 2009a). The species typically grows in banksia (<i>Banksia menziesii</i> , <i>B. attenuata</i> and <i>B. ilicifolia</i>) woodland or spearwood (<i>Kunzea glabrescens</i>) thicket vegetation (DEC 2009b). The species was not identified during suitably timed flora surveys of the Proposal Area (Strategen, 2017). Likelihood: Unlikely/not present.
<i>Drakaea micrantha</i>	Clearing of 39.37 ha native vegetation. Species habitat limited, the species was not recorded in a vegetation and flora survey undertaken in



Species	Impact
	2011 (PGV Environmental, 2015) and the species was not identified during suitably timed flora surveys of the Proposal Area (Strategen, 2017). Likelihood: Unlikely/not present.
<i>Lepidosperma rostratum</i>	Clearing of 39.37 ha native vegetation. Beaked <i>Lepidosperma</i> is associated with <i>Banksia telmatiaea</i> and <i>Calothamnus hirsutus</i> , and grows in sandy soil among low heath in winter-wet swamps (Brown et al. 1998), which do not occur within the Proposal Area. There is an absence of preferred habitat and associated species. Likelihood: Unlikely/ not present.
<i>Calyptorhynchus banksii naso</i>	Clearing of 39.37 ha foraging vegetation. * VT1: Moderate to Good (CBC) and very poor (FRTBC)- 37.48 * VT2: Good (FRTBC)-1.28ha * VT3: Very poor (CBC and FRTBC)-0.62ha. Likelihood: Likely/certain.
<i>Calyptorhynchus latirostris</i>	Clearing of 39.37 ha foraging vegetation. * VT1: Moderate to Good (CBC) and very poor (FRTBC)- 37.48 * VT2: Good (FRTBC)-1.28ha * VT3: Very poor (CBC and FRTBC)-0.62ha. Likelihood: Likely/certain.
<i>Dasyurus geoffroii</i>	Clearing of 39.37 ha native vegetation. Habitats are typically associated with forest, mallee shrublands, woodland and desert. The most dense populations have been found in riparian jarrah forest. This species was not recorded as occurring within Bush Forever Sites No. 268 and 392, which are located within the vicinity of the site (Government of Western Australia, 2000). Likelihood: Unlikely.
<i>Pseudocheirus occidentalis</i>	Clearing of 39.37 ha native vegetation. The main determinant of suitable habitat for this species appears to be the presence of Peppermint Tree, wither as the dominant tree or as an understorey component of eucalyptus forest of woodland (Jones et al. 1994). Required habitat not present on site. Likelihood: Unlikely.
<i>Setonix brachyurus</i>	Clearing of 39.37 ha native vegetation. No suitable habitat occurs at the site. Likelihood: Unlikely.



2.4.2 Do you consider this impact to be significant?

Yes

2.5 Is the proposed action likely to have ANY direct or indirect impact on the members of any listed migratory species, or their habitat?

No

2.6 Is the proposed action to be undertaken in a marine environment (outside Commonwealth marine areas)?

No

2.7 Is the proposed action to be taken on or near Commonwealth land?

No

2.8 Is the proposed action taking place in the Great Barrier Reef Marine Park?

No

2.9 Is the proposed action likely to have ANY direct or indirect impact on a water resource related to coal/gas/mining?

No

2.10 Is the proposed action a nuclear action?

No

2.11 Is the proposed action to be taken by the Commonwealth agency?

No

2.12 Is the proposed action to be undertaken in a Commonwealth Heritage Place Overseas?

No

2.13 Is the proposed action likely to have ANY direct or indirect impact on any part of the environment in the Commonwealth marine area?

No



Section 3 - Description of the project area

Provide a description of the project area and the affected area, including information about the following features (where relevant to the project area and/or affected area, and to the extent not otherwise addressed in Section 2).

3.1 Describe the flora and fauna relevant to the project area.

Flora

There have been two Level 2 vegetation and flora surveys completed for the Project Area:

* PGV Environmental, 2015 Lot 2 and 10 Rowley Road Mandogalup: Environmental Advice (undertaken in accordance with EPA, 2004)

* Strategen Environmental, 2017. Lot 2 and 10 Rowley Road Mandogalup: Flora, vegetation and black cockatoo habitat survey (undertaken in July and October 2017 in accordance with EPA, 2016 and Survey Guidelines for Australia's Threatened Orchids: Guidelines for Detecting Orchids Listed as 'Threatened' under the Environment Protection and Biodiversity Conservation Act 1999 (Department of Environment and Energy [DEE] 2013).

The 2011 survey recorded a total of 127 species which included 25 introduced species. None of these species recorded were Declared Rare or Priority listed flora (PVG Environmental, 2015). Strategen (2017) recorded a total of 74 native vascular plant taxa from 25 plant families and 15 (exotic) taxa were recorded within the Project Area. No Threatened flora species as listed under section 178 of the EPBC Act were recorded within the Project Area. No Threatened flora species pursuant to Schedule 1 of the WC Act and as listed by Parks and Wildlife (2015) and no Priority flora species as listed by Western Australian Herbarium (1998-) were recorded within the Project Area.

Fauna

The EPBC Act Protected Matters Search Tool and DBCA Nature Map Database was searched (2017) for significant species recorded within the vicinity of the Project Area.

* *Calyptorhynchus banksii naso* (FRBC)- (Vulnerable-EPBC, Threatened- WC Act) Habitat present on site

* *Calyptorhynchus latirostris* (CBC)- (Endangered- EPBC, Threatened- WC Act); Habitat present on site

* *Dasyurus geoffroii* (Chuditch, Western Quoll) (Vulnerable-EPBC) Habitat associated with jarrah (*Eucalyptus marginata*) forests and woodlands and mallee shrublands and heaths. Unlikely occurrence on site (DEC, 2012)



* *Falsistrellus mackenziei* (Western False Pipistrelle, Western Falsistrelle) (P4- WC Act)- habitat Western False Pipistrelles live mainly in wet sclerophyll forests of Karri, Jarrah and Tuart eucalypts. Unlikely occurrence on site. (Australian Museum, 2009)

* *Isoodon obesulus* subsp. *fusciventer* (Quenda, Southern Brown Bandicoot) (P4- WC Act)- Scrubby, often swampy, vegetation with dense cover up to 1 m high, often feeds in adjacent forest and woodland that is burnt on a regular basis and in areas of pasture and cropland lying close to dense cover. Has been recorded within Bush Forever Sites No. 268 and 392, which are located within the vicinity of the site (Government of Western Australia, 2000)

* *Macropus irma* (Western Brush Wallaby) (P4-WC Act) Habitat- habitats, including open forest and woodland, mallee, heathland, low open grasses, and scrubby thickets, but favour open, grassy areas (International Union for Conservation of Nature and Natural Resources, 2017). Unlikely to occur on site

* *Synemon gratiosa* (Graceful Sunmoth) (P4- WC Act) common in sedgeland, heathlands, woodlands associated with *Lomandra* (*L. maritima* and *L. hermaphrodita*) species. *L. hermaphrodita* was recorded in the PGV Environmental (2011) and Strategen (2017) surveys as being present within Lot 2. Potential habitat on site

* *Lerista lineata* (Perth Slider, Lined Skink) (P3-WC Act) potential habitat on site.

While a Level 1 Fauna survey has not been undertaken for the Project Area, PGV Environmental (2015) discusses that the fauna values associated with the Project Area are likely to be:

* fauna assemblage. Depauperate, limited medium and small mammals and some bird species reptiles and vertebrates

* species of significance include Quenda and Black Cockatoos (CBC and FTBC)

* ecological processes affecting fauna assemblage includes limited connectivity, influences in hydrology, fire and degradation processes.

A Black Cockatoo Habitat assessment was completed by Strategen (2017) for the Project Area as specified by the EPBC Act Referral guidelines for three threatened black cockatoo species (DSEWPaC 2012). The inspection included:

* a vegetation assessment to identify vegetation communities and potential black cockatoo foraging species

* a significant tree assessment to identify any trees with the potential to be utilised by black cockatoos for breeding.

Significant trees are defined as trees of suitable species with a diameter at breast height (DBH) greater than 500 mm (> 300 mm for salmon gum and wandoo) (DSEWPaC 2012). Trees with a DBH greater than 500 mm (or >300 mm for salmon gum and wandoo) are large enough to



potentially contain hollows suitable for nesting black cockatoos, or have the potential to develop suitable hollows over the next 50 years.

A total of 64 potential nesting habitat trees were recorded within the project area (*Eucalyptus marginata*). Of these, 23 trees contained visible hollows of at least 10 cm diameter (Strategen, 2017). The following vegetation types and foraging quality on site were:

* VT1: Moderate to Good (CBC) and very poor (FRTBC)- 37.48

* VT2: Good (FRTBC)-1.28ha

* VT3: Very poor (CBC and FRTBC)-0.62ha (Figure 5).

3.2 Describe the hydrology relevant to the project area (including water flows).

Regional DWER groundwater contours indicate that groundwater levels range from 20mAHD (north west corner of Lot 2) to 16mAHD (south west corner of Lot 10) which equate to approximately 23.5mbgl to 27.8mbgl respectively (Figure 6).

There are no mapped geomorphic wetlands within or adjacent to the Project Area. The Peel main drain which flows from Banjup Swamp (located near Gibbs Rd, Aubin Grove) in the north to the Peel-Yalgorup system in the south (via Serpentine River), is located approximately 420m south of Lot 2 cadastral boundary. No drainage lines were observed during the site visit within the Project Area.

3.3 Describe the soil and vegetation characteristics relevant to the project area.

Regional geology indicates that the site consists of Tamala Limestone: Aeolian calcarenite, variably lithified, leached quartz sand|Qpcs (DWER, 2017). The site is characteristic of Sand S7 (derived from Tamala Limestone) and S8 (Bassendean Sand) (Gozzard, 1983). (Figure 7).

The Project Area falls within one Beard (1990) vegetation system association 1001- Medium very sparse woodland; jarrah, with low woodland; banksia and casuarina. The Project Area also occurs within the Bassendean Central and South vegetation complex. (Figure 8).

The Strategen (2017) vegetation survey recorded three vegetation types (VT) within the Project Area:

* VT1: Low woodland of *Banksia menziesii* and *B. attenuata* over open heath of *Xanthorrhoea preissii*, *Hibbertia hypericoides* and *Mesomelaena pseudostygia* with emergent *Eucalyptus marginata*. 37.48ha

* VT2: Closed scrub of *Acacia saligna* over mixed introduced species. 1.28ha

* VT3: Closed herbland of mixed introduced species with emergent *Eucalyptus marginata*,



Allocasuarina fraseriana and *Acacia saligna*. 0.62ha (Figure 9).

VT1 is associated with the Banksia Woodlands of the Swan Coastal Plain ecological community, and is discussed in further detail in Section 3.5.

3.4 Describe any outstanding natural features and/or any other important or unique values relevant to the project area.

Bush Forever site 268- Mandogalup Road Bushland Mandogalup is located approximately 115m south of the sites cadastral boundary (Figure 10). The Project Area is also within a Perth Regional Ecological Linkage (WALGA, 2017).

3.5 Describe the status of native vegetation relevant to the project area.

The Project Area falls within one Beard (1990) vegetation system association 1001- Medium very sparse woodland; jarrah, with low woodland; banksia and casuarina. As of 2016 there is approximately 22.28% of the pre-European extent remaining. The Project Area also occurs within the Bassendean Central and South vegetation complex. Within the Perth Peel Region there is approximately 63,451 ha (21.3%) of the pre-European extent remaining (EPA, 2015).

The EPA (2008) discussed that in constrained areas (for example, the Perth Metropolitan Region and the Bunbury Region), areas with ecological communities that are at 10% or less representation of the pre-clearing extent of that community in the constrained area. There is approximately 21.3% of the Bassendean Central and South vegetation complex remaining within the Perth Peel region which is above the 10% threshold.

The Vegetation Type (VT1) is associated with the Banksia Woodlands of the Swan Coastal Plain ecological community (Figure 11). Statistical analysis of the species composition of VT1 showed strong linkage of this VT to Floristic Community Type (FCT) 28, which is described as Spearwood Banksia attenuata or Banksia attenuata - Eucalyptus woodlands (Strategen 2017).

While FCT 28 forms part of the Banksia woodlands of the Swan Coastal Plain TEC, it is not listed as a TEC under the WC Act or as a PEC by DBCA. The Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain ecological community (TSSC 2016) states that one of the indicators to be considered when assessing the impacts of proposed actions under the EPBC Act is whether the occurrence of the patch of banksia woodland is part of a 'sub-community' / FCT that is recognised as a threatened or priority ecological community by the West Australian Government (TSSC 2016). The absence of a listing by the West Australian Government indicates that this FCT type remains a relatively common component of the Banksia Woodlands TEC on the Swan Coastal Plain.

3.6 Describe the gradient (or depth range if action is to be taken in a marine area) relevant to the project area.



Not applicable.

3.7 Describe the current condition of the environment relevant to the project area.

The Project Area contains a mixture of relatively undisturbed land, as well as areas which show signs of having been degraded through clearing for firebreaks, roads and other activities, as well as weed invasion, particularly along the western boundary adjacent to an area cleared for sand mining. As such, vegetation condition within the Survey Area ranged from Completely Degraded to Excellent. Approximate 79.25% of the native vegetation on site is in Very Good to Excellent Condition (Figure 12).

3.8 Describe any Commonwealth Heritage Places or other places recognised as having heritage values relevant to the project area.

Not applicable.

3.9 Describe any Indigenous heritage values relevant to the project area.

The Department of Planning, Lands and Heritage (2017) Aboriginal Heritage Inquiry System database was searched for registered and other heritage places. There are no registered or other site within or adjacent to the Project Area.

3.10 Describe the tenure of the action area (e.g. freehold, leasehold) relevant to the project area.

Lots 2 and 10 Rowley Road - freehold.

3.11 Describe any existing or any proposed uses relevant to the project area.

There is an Extractive Industry Licence-KW5 for Lot 10 Rowley Road Mandogalup. An application to extend the operation or an additional licence to cover Lot 2 will be required under the City of Kwinana Extractive Industries Local Law (as amended 2016).



Section 4 - Measures to avoid or reduce impacts

Provide a description of measures that will be implemented to avoid, reduce, manage or offset any relevant impacts of the action. Include, if appropriate, any relevant reports or technical advice relating to the feasibility and effectiveness of the proposed measures.

Examples of relevant measures to avoid or reduce impacts may include the timing of works, avoidance of important habitat, specific design measures, or adoption of specific work practices.

4.1 Describe the measures you will undertake to avoid or reduce impact from your proposed action.

Mitigation

On-site management

To facilitate the extension of the existing quarry (and associated operations) into the Project Area (mainly within Lot 2) it will be necessary to remove all remnant vegetation within the Project Area and will therefore result in a direct loss of Banksia Woodlands TEC and indirect impacts to the CBC and FRTBC through the removal of 23 potential habitat trees and foraging habitat. Prior to ground disturbing works commencing within the Project Area a Construction Environment Management Plan (CEMP) will be developed and will be implemented during the clearing process:

- * providing measures to avoid and mitigate impact on CBC and its habitat following commencement of the action (during construction). Particularly if clearing is proposed during CBCs breeding season, i.e. potential breeding trees inspected by a suitably qualified ecologist prior to clearing if clearing is undertaken during the breeding season
- * identifying performance indicators that measure the effectiveness of avoidance and mitigation measures
- * identifying the monitoring, reporting and contingency measures that will be undertaken if performance targets are not met
- * identifying timeframes for the implementation of avoidance and mitigation measures
- * describing of the roles and responsibilities of personnel associated with implementing avoidance and mitigation measures.

Offsets

Acquisition



The Project Area occurs within the Bassendean Central and South vegetation complex and vegetation consists of FCT 28 which is described as Spearwood Banksia attenuata or Banksia attenuata - Eucalyptus woodlands. This FCT protected within the following Bush forever sites within a 3km radius from the Project Area:

- * BF 391- Thomas Lake Nature Reserve and adjacent Bushland (95.9ha). FCT28 (inferred)
- * BF392- Harry Waring Marsupial Reserve (271.6 ha). FCT28
- * BF 268- Mandogalup Road Bushland (95.9ha) FCT 28 (inferred)
- * BF2670 Mandogalup Road Bushland (15.7ha) FCT 28 (inferred).

The DoEE Offset calculator was consulted to provide an offset assessment guide (parameters) associated with the clearing of the Project Area calculator values used are provided below. The likely area of offsets required would be as follows:

- * Banksia Woodlands TEC (FCT 28) approximately 113ha
- * Black Cockatoo Foraging Habitat approximately 118ha.

Offset calculator values for Banksia Woodland TEC include the following:

Offset parameter: Start quality (proposed action)

Values used in calculator: 8

Justification of value: Most (79.25%) of the 37.48ha of FCT 28 is in Very Good to Excellent Condition.

Offset parameter: Time over which loss is averted

Values used in calculator: 20

Justification of value: The offset site would be protected as a Conservation Reserve, vested in the Conservation Commission.

Offset parameter: Time until ecological benefit

Values used in calculator: 1

Justification of value: Ecological benefit would be realised immediately as a direct offset would be provided.

Offset parameter: Start quality

Values used in calculator: 7

Justification of value: The proposed offset site would comprise of an area of high quality Banksia low woodland (113 ha approximate habitat quality scope of 7). The offset site would provide a foraging resource within the Gingin area.

Offset parameter: Risk of loss (%) without offset

Values used in calculator: 60%

Justification of value: Depending on the current tenure of the proposed site, if it was not land



banked for the purpose of offset there would be no formal protection mechanisms or active conservation management (i.e. weed control, fire management and access management).

Offset parameter: Future quality without offset

Values used in calculator: 6

Justification of value: Quality of the offset site would likely decline without any protection measures, resulting in a reduction of available foraging resources in the area.

Offset parameter: Risk of loss (%) with offset

Values used in calculator: 5%

Justification of value: Formal protection of the offset site will ensure that the risk of loss is minimised as much as possible.

Offset parameter: Future quality with offset

Values used in calculator: 7

Justification of value: Vegetation types of the proposed site the future quality is unlikely to increase.

Offset parameter: Confidence in result (habitat quality)

Values used in calculator: 80%

Justification of value: Protection mechanisms, once established, will provide a higher level of certainty that the offset will be conserved.

Offset calculator values for Black Cockatoo Habitat:

Offset parameter: Start quality (proposed action)

Values used in calculator: 8

Justification of value: The proposed action comprises moderate to good quality foraging and potential breeding habitat for CBC and RTBC.

Offset parameter: Time over which loss is averted

Values used in calculator: 20

Justification of value: The offset site will need to be protected as a Conservation Reserve, vested in the Conservation Commission.

Offset parameter: Time until ecological benefit

Values used in calculator: 1

Justification of value: Ecological benefit would be realised immediately as a direct offset would be provided.

Offset parameter: Start quality

Values used in calculator: 7

Justification of value: The proposed offset area would need to comprise an area of high quality Banksia low woodland. The offset site would provide a foraging resource to surrounding areas.

Offset parameter: Risk of loss (%) without offset

Values used in calculator: 60%



Justification of value: Depending on the current tenure of the proposed site, if it was not land banked for the purpose of offset there would be no formal protection mechanisms or active conservation management (i.e. weed control, fire management and access management).

Offset parameter: Future quality without offset

Values used in calculator: 6

Justification of value: Quality of the offset site is likely to decline without any protection measures, resulting in a reduction of available foraging resources in the area.

Offset parameter: Risk of loss (%) with offset

Values used in calculator: 5%

Justification of value: Formal protection of the offset site will ensure that the risk of loss is minimised as much as possible.

Offset parameter: Future quality with offset

Values used in calculator: 7

Justification of value: Vegetation types of the site the future quality is unlikely to increase.

Offset parameter: Confidence in result (habitat quality)

Values used in calculator: 80%

Justification of value: Protection mechanisms, once established, will provide a higher level of certainty that the offset will be conserved.

Recent consultation with the DBCA acquisitions offset manager regarding potential offset sites that the DBCA may acquire either in the immediate vicinity or broader region surrounding the site has indicated that while there may be isolated remnant Banksia Woodland areas (>2ha) within the local regions they would be considered to be unfeasible (i.e. site available for purchase and/or large enough to meet offset requirement). Therefore, it appears that there are no viable patches of Banksia Woodland of the Bassendean Complex within the southern metropolitan area available for a local offset in the vicinity of the site.

The DBCA has confirmed that its key focus in terms of Bassendean Complex, Conservation acquisitions are within the Gingin area and the Department has a number of properties that it is looking to acquire for this purpose. The proponent has also commenced investigations on potential suitable sites within the Mindarra area which is also near existing DBCA regional parks.

Further to the above in this instance the Department's environmental offset policy can be addressed through the provision of funds for the acquisition of approximately 118 ha Banksia Woodlands within the broader Gingin area based on the DoEE offset calculator and aim to address both Banksia Woodlands TEC and black cockatoo foraging habitat in the same offset site.

Key justifications used in the determination of this offset are firstly that the existing Banksia Woodland within the Project Area is under significant threat as a result of surrounding land use of urban development and quarry activities.



On this basis, it is considered that this approach is consistent with the principles of the Department's environmental offsets policy (DSEWPC, 2012) with averting the loss of habitat by secreting an offset area for future conservation purposes.

4.2 For matters protected by the EPBC Act that may be affected by the proposed action, describe the proposed environmental outcomes to be achieved.

The environmental outcomes applicable to the protected matters as a result of the proposed action includes:

* clearing Banksia Woodlands TEC (specifically FCT 28, which is not listed as a TEC under WC Act or as a PEC by DBCA) – 37.48ha

* 64 potential nesting habitat trees were recorded within the project area (*Eucalyptus marginata*). Of these, 23 trees contained visible hollows of at least 10 cm diameter

* clearing Black Cockatoo Foraging Habitat:

- VT1: Moderate to Good (CBC) and very poor (FRTBC) – 37.48ha

- VT2: Good (FRTBC) – 1.28ha

- VT3: Very poor (CBC and FRTBC) – 0.62ha.



Section 5 – Conclusion on the likelihood of significant impacts

A checkbox tick identifies each of the matters of National Environmental Significance you identified in section 2 of this application as likely to be a significant impact.

Review the matters you have identified below. If a matter ticked below has been incorrectly identified you will need to return to Section 2 to edit.

5.1.1 World Heritage Properties

No

5.1.2 National Heritage Places

No

5.1.3 Wetlands of International Importance (declared Ramsar Wetlands)

No

5.1.4 Listed threatened species or any threatened ecological community

Listed threatened species and communities - Yes

5.1.5 Listed migratory species

No

5.1.6 Commonwealth marine environment

No

5.1.7 Protection of the environment from actions involving Commonwealth land

No

5.1.8 Great Barrier Reef Marine Park

No

5.1.9 A water resource, in relation to coal/gas/mining

No



5.1.10 Protection of the environment from nuclear actions

No

5.1.11 Protection of the environment from Commonwealth actions

No

5.1.12 Commonwealth Heritage places overseas

No

5.2 If no significant matters are identified, provide the key reasons why you think the proposed action is not likely to have a significant impact on a matter protected under the EPBC Act and therefore not a controlled action.

Not applicable.



Section 6 – Environmental record of the person proposing to take the action

Provide details of any proceedings under Commonwealth, State or Territory law against the person proposing to take the action that pertain to the protection of the environment or the conservation and sustainable use of natural resources.

6.1 Does the person taking the action have a satisfactory record of responsible environmental management? Please explain in further detail.

Questdale Holdings Pty Ltd has been registered since October 2004 and is an Australian private company.

Any applicable environmental management procedures are undertaken in accordance with the site extractive licence conditions.

6.2 Provide details of any past or present proceedings under a Commonwealth, State or Territory law for the protection of the environment or the conservation and sustainable use of natural resources against either (a) the person proposing to take the action or, (b) if a permit has been applied for in relation to the action – the person making the application.

Not applicable.

6.3 If it is a corporation undertaking the action will the action be taken in accordance with the corporation's environmental policy and framework?

No

6.4 Has the person taking the action previously referred an action under the EPBC Act, or been responsible for undertaking an action referred under the EPBC Act?

No



Section 7 – Information sources

You are required to provide the references used in preparing the referral including the reliability of the source.

7.1 List references used in preparing the referral (please provide the reference source reliability and any uncertainties of source).

Reference Source	Reliability	Uncertainties
Australian Museum, 2009. Western False Pipistrelle [online] https://australianmuseum.net.au/western-false-pipistrelle .	Reliable.	None.
Department of Environment and Conservation, 2009. Grand Spider Orchid (<i>Caladenia huegelii</i>) Recovery Plan. Commonwealth Department of the Environment, Water, Heritage and the Arts, Canberra.	Reliable.	None.
Department of Environment and Conservation 2009a. Glossy-leafed Hammer Orchid (<i>Drakaea elastica</i>) Recovery Plan. Department of Environment and Conservation, Western Australia.	Reliable.	None.
Department of Environment and Conservation, 2012. Chuditch (<i>Dasyurus geoffroii</i>) Recovery Plan. Wildlife Management Program No. 54. Department of Environment and Conservation, Perth, Western Australia.	Reliable.	None.
DSEWPoC 2012. EPBC Act referral guidelines for three threatened black cockatoo species: Carnaby's cockatoo (endangered) <i>Calyptorhynchus latirostris</i> , Baudin's cockatoo (vulnerable) <i>Calyptorhynchus baudinii</i> Forest red-tailed black	Reliable.	None.



Reference Source	Reliability	Uncertainties
cockatoo (vulnerable) Calyptrorhynchus banksii naso.		
Department of Water (DoW), 2009. Jandakot drainage and water management plan Peel main drain catchment. Drainage and Water Management Plan No. 3.	Reliable.	None.
Department of Water and Environmental Regulation, 2017. Perth Groundwater Atlas [online] https://maps.water.wa.gov.au/#/webmap/gwm .	Reliable.	None.
Churchward and McArthur, 1978. Darling system, Western Australia, scale 1:250 000. Landforms and soils, Western Australia / Darling system, landforms, and soils.	Reliable.	None.
Environmental Protection Authority (EPA), 2004. Terrestrial Flora and Vegetation Surveys for Environmental Impact Assessment in Western Australia. Guidance Statement 51.	Superseded.	N/A.
Environmental Protection Authority (EPA), 2008. Environmental Guidance for Planning and Development.	Reliable.	None.
Environmental Protection Authority (EPA), 2015. Perth and Peel @ 3.5 million Environmental impacts, risks and remedies. Interim strategic advice of the Environmental Protection Authority to the Minister for Environment under section 16(e) of the Environmental Protection Act 1986.	Reliable.	None.
Environmental Protection Authority (EPA), 2016. Technical Guidance: Flora and Vegetation Surveys for Environmental Impact	Reliable.	None.



Reference Source	Reliability	Uncertainties
Assessment.		
Environmental Protection Authority (EPA), 2017. Consideration of potential health and amenity impacts of dust in determining the size of a buffer for urban development in the Mandogalup area. Advice of the Environmental Protection Authority to the Minister for Environment under Section 16(e) of the Environmental Protection Act 1986.	Reliable.	None.
Government of Western Australia, 2000. Bush Forever: Directory of Bush Forever Sites, Volume 2. Department of Environmental Protection, Perth.	Reliable.	None.
Gozzard, J.R, 1983. Fremantle Part Sheets 2033I and 2033 IV, Perth Metropolitan Region, Environmental Geology Series. Survey of Western Australia.	Reliable.	None.
International Union for Conservation of Nature and Natural Resources, 2017. Macropus Irma [online] http://www.iucnredlist.org/details/summary/12626/0 .	-	-
Jones, B. How, R and Kitchener, D, 1994. A field study of <i>Pseudocheirus occidentalis</i> (Marsupialia : Petauridae) I. Distribution and Habitat. Wildlife Research 21(2) 175 – 187. https://doi.org/10.1071/WR9940175 .	Reliable.	None.
PGV Environmental, 2015. Lot 2 and 10 Rowley Road Mandogalup: Environmental Advice. Prepared for WA and Compensation. Report No. 2015-239.	Reliable.	None.
Strategen Environmental, 2017. Lot 2 and 10 Rowley Road	Reliable.	None.



Reference Source	Reliability	Uncertainties
Mandogalup: Flora, vegetation and black cockatoo habitat survey. Prepared for Qube Property Group.		
SEWPaC 2009. Approved Conservation Advice for Darwinia sp. Muchea (B.J.Keighery 2458) (Muchea Bell).	Reliable.	None.
Threatened Species Scientific Committee (TSSC) 2016, Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain ecological community.	Reliable.	None.
WALGA, 2017. Environmental Planning Tool [online].	Reliable.	None.



Section 8 – Proposed alternatives

You are required to complete this section if you have any feasible alternatives to taking the proposed action (including not taking the action) that were considered but not proposed.

8.1 Select the relevant alternatives related to your proposed action.

8.27 Do you have another alternative?



Section 9 – Contacts, signatures and declarations

Where applicable, you must provide the contact details of each of the following entities: Person Proposing the Action; Proposed Designated Proponent and; Person Preparing the Referral. You will also be required to provide signed declarations from each of the identified entities.

9.0 Is the person proposing to take the action an Organisation or an Individual?

Organisation

9.2 Organisation

9.2.1 Job Title

Director

9.2.2 First Name

Livia

9.2.3 Last Name

Ronci

9.2.4 E-mail

ronci@westnet.com.au

9.2.5 Postal Address

37-41 Burlington St
Naval Base WA 6165
Australia

9.2.6 ABN/ACN

ACN

051472569 - QUESTDALE HOLDINGS PTY LTD

9.2.7 Organisation Telephone

(08) 9410 1693



9.2.8 Organisation E-mail

ronci@westnet.com.au

9.2.9 I qualify for exemption from fees under section 520(4C)(e)(v) of the EPBC Act because I am:

Not applicable

Small Business Declaration

I have read the Department of the Environment and Energy's guidance in the online form concerning the definition of a small a business entity and confirm that I qualify for a small business exemption.

Signature:..... Date:

9.2.9.2 I would like to apply for a waiver of full or partial fees under Schedule 1, 5.21A of the EPBC Regulations

No

9.2.9.3 Under sub regulation 5.21A(5), you must include information about the applicant (if not you) the grounds on which the waiver is sought and the reasons why it should be made

Person proposing the action - Declaration

I, Livia Ronci, declare that to the best of my knowledge the information I have given on, or attached to the EPBC Act Referral is complete, current and correct. I understand that giving false or misleading information is a serious offence. I declare that I am not taking the action on behalf of or for the benefit of any other person or entity.

Signature:.....*L Ronci*..... Date: ...6th April 2018.....

I, Livia Ronci_____, the person proposing the action, consent to the designation of ___clearing vegetation for bushfire fuel reduction and to extend an existing sand quarry extraction on Lot 2 and 10 Rowley Road Mandogalup WA_ as the proponent of the purposes of the action describe in this EPBC Act Referral.

Signature:.....*L Ronci*..... Date:.....6th April 2018.....

9.3 Is the Proposed Designated Proponent an Organisation or Individual?



Organisation

9.5 Organisation

9.5.1 Job Title

Director

9.5.2 First Name

Livia

9.5.3 Last Name

Ronci

9.5.4 E-mail

ronci@westnet.com.au

9.5.5 Postal Address

37-41 Burlington St
Naval Base WA 6165
Australia

9.5.6 ABN/ACN

ACN

051472569 - QUESTDALE HOLDINGS PTY LTD

9.5.7 Organisation Telephone

(08) 9410 1693

9.5.8 Organisation E-mail

ronci@westnet.com.au

Proposed designated proponent - Declaration

I, Livia Ronci, the proposed designated proponent, consent to the designation of myself as the proponent for the purposes of the action described in this EPBC Act Referral.



Signature:.....*L.Ron*..... Date: ... 6th April 2018

9.6 Is the Referring Party an Organisation or Individual?

Organisation

9.8 Organisation

9.8.1 Job Title

CEO/Senior Partner

9.8.2 First Name

Darren

9.8.3 Last Name

Walsh

9.8.4 E-mail

d.walsh@strategen.com.au

9.8.5 Postal Address

PO Box 243
Subiaco WA 6904
Australia

9.8.6 ABN/ACN

ABN

32056190419 - STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD

9.8.7 Organisation Telephone

08 9380 3100

9.8.8 Organisation E-mail

info@strategen.com.au

Referring Party - Declaration

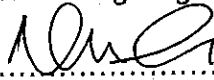


Australian Government

Department of the Environment and Energy

EPBC Act referral - Lots 2 and 10 Rowley Road,
Mandogalup WA 6167

I, DARREN WALSH, I declare that to the best of my knowledge the information I have given on, or attached to this EPBC Act Referral is complete, current and correct. I understand that giving false or misleading information is a serious offence.

Signature:  Date: 4/4/18



Appendix A - Attachments

The following attachments have been supplied with this EPBC Act Referral:

1. figure_1_site_location.pdf
2. figure_2_mrs.pdf
3. figure_3_green_growth_plan.pdf
4. figure_4_tec_pecs_within_5km_of_survey_area.pdf
5. figure_5_black_cockatoo_habitat.pdf
6. figure_6_hydrology.pdf
7. figure_7_geology_and_soils.pdf
8. figure_8_regional_vegetation_mapping.pdf
9. figure_9_vegetation_types.pdf
10. figure_10_wetlands_bush_forever_within_5_km.pdf
11. figure_11_fcts_pecs_tecs_survey_area.pdf
12. figure_12_vegetation_condition.pdf
13. naturemap_and_epbc_protected_matters_report.pdf
14. strategem_2016_flora_veg_and_black_cockatoo_habitat_survey.pdf
15. strategem_2016_flora_veg_and_black_cockatoo_habitat_survey_s3.1.1.pdf

24 April 2018

Our Ref.: D18/21468

Referrals Gateway
Environment Assessment Branch
Department of the Environment
GPO Box 787
Canberra ACT 2601

Dear Sir/Madam,

CITY OF KWINANA – COMMENTS ON 2018/8182

Thank you for the opportunity to comment on Referral 2018/8182. City documentation shows that the Site is zoned Rural, aerial photography review shows the site has progressively been cleared to the current extent. Remaining vegetation on the site has not been cleared previously.

The City has reviewed the reports associated with the referral 2018/8182 and having regard to this context, provides following comments:

Section	Comment
1.1	Mining of the site has not been approved, application for an extractive industry has not been made.
1.2	This section introduces clearing of vegetation on the subject site for bushfire protection although there is no requirement for the fire protection buffers (Asset Protection Zones) for the proposed use on the site.
1.10.1.1	No discussion between the City and the proponent with regard to this site has occurred. The inclusion of the City Officer, Ashley Harding, as the relevant Council Officer was a surprise as the proponent has had no correspondence with this Officer.

Administration

Cnr Gilmore Ave & Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966 | **Hours** Mon-Fri 8am-5pm (Cashier hours 8am-4pm)
Telephone 08 9439 0200 | **Facsimile** 08 9439 0222 | **TTY** 08 9419 7513 | admin@kwinana.wa.gov.au | www.kwinana.wa.gov.au

1.2	Site surveying was undertaken on two occasions, totalling 3 days. Two ecologists were present on each day. It would seem that, to carry out surveys that appropriately represent the environmental values of the site, the level of detail required may not be achievable in this timeframe. Guidelines for DRF surveying indicate that transects should be walked at 6 metre spacings between surveyors which on this site would require approximately ~20kms to have been traversed by each surveyor per day.
1.2	The application states that “approximately 14.18% of the vegetation within the Proposal Area is in Good – Excellent condition.” This statement significantly contradicts the supporting information supplied (Strategen, 2017) with the referral that states that greater than 79% of the site, a TEC, is rated as Very Good – Excellent.
1.12	The Perth and Peel Strategic Assessment (SAPPR) was suspended by the Western Australian Department of Premier and Cabinet as of 6 April 2018. Any reference to or reliance on the SAPPR assessment should be removed from the Referral and it’s supporting documents.
1.14	The SAPPR was suspended by the Western Australian Department of Premier and Cabinet as of 6 April 2018. Any reference to this assessment is now irrelevant.
2.3.2	The impact is significant as the vegetation at the site is of considerable quality and size. The cumulative impacts of EPBC referrals in the Mandogalup is regionally significant and will result in approximately 50% of the native Banksia Woodland and Black Cockatoo habitat being cleared.
2.4.1	Representative Environmental Surveying, given the size of the site, seems difficult to achieve with the Search Effort undertaken over three days.
2.4.1	No fauna surveying has been undertaken at the site which is likely to contain State and Federally significant species, other than Black Cockatoos. Given that the site is in excellent condition, is of regionally significant size, has minimal disturbance and is located adjacent to other areas of native vegetation, it is likely that both the species richness and species diversity for the site will be considerable (positive).
2.4.1	Macropus irma not listed although there are references to the species being recorded locally.

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3.1	<p>The PGV report would have been undertaken prior to Listing of Banksia Woodlands as a TEC. The report is not included so cannot be reviewed.</p> <p>A 2011 survey is discussed but not referenced.</p>
3.1	<p>Macropus irma has been spotted on adjacent sites, the vegetation on the site is suitable habitat and there have been other populations identified on properties that are in close proximity.</p>
3.1	<p>This section includes comments from PGV environmental although there seems to be no justification for the comments made.</p> <p>*fauna assemblage – the fauna assemblages are likely to not bedepauperate as the site is part of a large patch of remnant, un-cleared, good to excellent condition vegetation.</p> <p>*ecological processes – the site is adjacent to and comprises a patch (141ha) of remnant vegetation in mostly excellent condition with minimal signs of disturbance and a long history without major fires. Ecological processes would largely be intact.</p>
3.2	<p>The adjacent sites contain mapped geomorphic wetlands.</p>
3.5	<p>Focussing on the 10% threshold and State-listed PECs and TECs is distracting.</p> <p>For the purposes of the environmental impact assessment process, the EPA lists “Ecological communities maintained above 30% of the pre-clearing extent of each ecological community in a bioregion” and “areas that form part of an ecologically significant linkage between conservation areas” as critical assets (the most important environmental assets in the State). The EPA seeks full protection of these assets.</p> <p>Where less than 30% of an ecological community persists in a region, the EPA expects that every effort will be made to protect all the remaining community. An ecological community that is at 10% or less of the original extent in a region is considered to be critically endangered.</p> <p>EPA 2008 Environmental Guidance for Planning and Development May 2008</p>
3.7	<p>~80% of the site is in Good to Excellent condition contradicting statements made earlier in the referral.</p>

Administration

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4.1	No actions presented in section 4.1 mitigate any proposed impact.
4.1	<p>The cumulative impact of this referral, if permitted, combined with other approvals in Mandogalup, will result in TEC of this type being reduced by 50% in the Mandogalup area. On the Swan Coastal Plain, this TEC (FCT 28) is difficult to offset as there are so few remnant areas available. It is possible that substitution of one FCT for another in the City of Kwinana would be considered although this would contradict the Conservation Advice.</p> <p>The Conservation Advice for the TEC also states that offsets are the last resort.</p>
4.1	Given the Scarcity of FCT 28 on the Swan Coastal Plain, relying on offsets to mitigate potential impacts contradicts the Conservation Advice for Banksia Woodlands.
4.1	The amount of offsets proposed are only for the area required to offset the impacts on Black Cockatoo spp.
6.4	The report accompanying the referral was commissioned by the proponent for the Action (2014/7126) on the adjacent lot.
8	Very little effort has been directed towards identifying other options to mitigate or avoid the proposed impact. The City is disappointed that the first option proposed is to offset the impacts even though the Conservation Advice states that offsets are a last option.
additional	As a "Decision Maker", the Department of Environment can also refer the proposal to the WA EPA under section 38(5e) of the <i>Environmental Protection Act 1986</i> . The City of Kwinana encourages the Department of Environment to refer this referral to the WA EPA so the cumulative impacts of clearing in the Mandogalup and Wattleup region of WA can be assessed for the impacts on State and Federally conservation significant Flora and Fauna.
Figure 4	The mapping provided displays Threatened & Priority Flora and Ecological Communities within 5Km of the survey area. The mapping also shows areas that are cleared, housing, quarries and roads as having TECs and PECs present. The mapping should be considerably more detailed and specifically remove areas that obviously have no extant environmental values present as it could mislead the reader into assuming that endangered ecological communities are plentiful in the locality.

Administration

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The City of Kwinana considers the action to be a controlled action.

The proposal in its current form is not supported by the City as the advice contained with the Conservation Advice has not been appropriately applied to the proposal. More specifically, within section 5 of the Conservation Advice it is indicated that actions such as these, if approved, will increase the scarcity of the Endangered Banksia Woodland.

It is on this basis that the City of Kwinana requests that the action be refused to allow further planning in this locality to ensure that conservation outcomes reflect the Local, State and Federal policies and legislation and the aspirations of the community.

If required, please contact Ashely Harding for any additional information either by email (Ashley.harding@kwinana.wa.gov.au) or phone (08 9439 0200).

Yours sincerely

Carol Adams
Mayor
City of Kwinana

Administration

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Figure 1: Site Location

Scale: 1:5,000 @ A4

0 20 40 60 80 100 m

Coordinate System: GDA 1994 MGA Zone 50

Note: Position errors may occur in some areas

Date: 19/12/2017

Author: ENVIRONMAPS

Source: Cadastre - Landgate, 2016

Orthophoto - Nearmaps, 30.10.17

Legend

- Project area
- Cadastre

strategen
ENVIRONMENTAL

info@strategen.com.au
www.strategen.com.au

14.3 Invitation to Comment - Environmental Protection and Biodiversity Conservation Act 1999 Referral 2018/8186 – Lot 682 Rowley Road, Mandogalup

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The City of Kwinana has become aware of an application to remove Native Vegetation in the Mandogalup Area on Lot 682 Rowley Road, Mandogalup (see Attachment A). The referral has been made to the Federal Government's Department of Environment (DoE) under the *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act) requirements as the vegetation on site that is proposed to be removed is a Threatened Ecological Community (TEC) and is habitat for Carnaby's Cockatoo and Red Tailed Black Cockatoos. Proposals that impact on listed threatened species or threatened ecological communities require referral to the DoE where further assessment is undertaken.

Referrals to the DoE have a 10 working day comment period from the Date of Notice. For the Referral 2018/8186 QUBE Mandogalup Development Pty Ltd/Residential Development/Lot 682 Rowley Road, Mandogalup, Western Australia/Western Australia/Hazard reduction and site access, Lot 682 Rowley Road, Mandogalup, WA (the Referral), the comment period commenced on 12 April 2018 and closes on 27 April 2018.

OFFICER RECOMMENDATION:

That Council resolves to provide comments on the referral 2018/8186 to the Department of Environment, as per Attachment B.

DISCUSSION:

Lot 682 Rowley Road (the site) comprises an 83.7 hectare site that has been zoned Urban and has subdivisional approval pending for an approved Structure Plan (see Attachment C for a site map). 38.7 hectares of the site has already been subject to assessment by the Department of Environment (DoE), see 2014/7126. The result of the assessment was the proposed clearing was a controlled action requiring conditions to be met.

Subsequent to the EPBC approval, a Structure Plan has been approved over the site by the Western Australian Planning Commission. The Mandogalup West Local Structure Plan has again been referred to the EPBC for matters separate to the original 2014 referral, being the impact on Banksia Woodland resulting from the LSP approval. The impacts were not addressed in the initial application as the status of the Banksia Woodlands was only listed as Endangered in September 2016, after the 2014 referral, and on land that was not included in the 2014 application.

Referral 2018/8186 states that the referral is to seek approval for removal of 1.1 hectares of Banksia Woodland Threatened Ecological Community and potential Black Cockatoo foraging habitat and three potential habitat trees outside of the boundary of EPBC 2014/7126.

14.3 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8186 – LOT 682 ROWLEY ROAD, MANDOGALUP

EPBC 2014/7126 was not required to address the impact on Banksia Woodlands TEC as the community was not listed as Endangered by the DoE at the time the proponent made application to remove vegetation from the site in 2014. Although the vegetation on the site is a TEC, the previous EPBC approval removes any requirement for impacts on matters of national significance to be mitigated if the new matter was listed after an approval decision.

The City of Kwinana comments also state that the City suggests the DoE apply a cautious approach when assessing referrals in the Mandogalup locality as the cumulative impacts of the proposals in the Mandogalup locality equates to considerable local destruction of an Endangered community.

The City of Kwinana has also included in its comments that it considers the action to be a controlled action and that any subsequent proposed decision on the action, or any conditions if the decision of the Minister is to approve the action, will attract further comment from the City of Kwinana.

The impact within the City of Kwinana and the Mandogalup locality resulting from broad scale clearing of native vegetation for development, aside from the obvious impact of increasing the scarcity of an endangered TEC, is that the cumulative impacts are not being assessed, resulting in an environment devoid of native flora and fauna and are contrary to the theme of being 'Surrounded by Nature', as described in the City's Strategic Community Plan.

LEGAL/POLICY IMPLICATIONS:

The Environmental Protection and Biodiversity Conservation Act 1999, Section 74(3)(b) states "As soon as practicable after receiving a referral of a proposal to take an action, the Environment Minister must cause to be published on the internet (b) an invitation for anyone to give the Minister comments within 10 business days (measured in Canberra) on whether the action is a controlled action."

This invitation for comment enables the City of Kwinana to make comment on the referral.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications that have been identified as a result of this report or the recommendation.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications that have been identified as a result of this report or the recommendation.

ENVIRONMENTAL IMPLICATIONS:

Banksia Woodlands of the Swan Coastal Plain have been listed as an endangered community due to the amount that has been cleared across the Perth Metropolitan and South West.

14.3 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8186 – LOT 682 ROWLEY ROAD, MANDOGALUP

The Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain ecological community (2016) (Conservation Advice) states that the greatest threat to the Banksia dominated woodlands ecological community is clearing and fragmentation. This includes:

- clearing for urban developments, especially in the Perth metropolitan region but also in the urban centres of Bunbury and Busselton;
- associated urban degradation/disturbance such as rubbish dumping, uncontrolled vehicle access, wildflower and seed harvesting;
- clearing for agriculture and horticulture (mainly in the past);
- mining for basic raw materials (e.g. road/building materials), mineral sands and silica sands, that involve vegetation clearing and hydrological impacts.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and Corporate Business Plan.

Plan	Outcome	Objective
Strategic Community Plan	Surrounded by Nature	3.1 Improve conservation of biodiversity and protection of native vegetation 3.2 Achieve high levels of environmental protection in new developments 3.3 Educate and promote improved environmental land management 3.6 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning
Corporate Business Plan	A Well Planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity

COMMUNITY ENGAGEMENT:

The City of Kwinana has surveyed the community of Kwinana several times to ensure the evolution of the City's Strategic Community Plans reflects the desires and concerns of the residents of the City of Kwinana. This surveying consistently indicates that the residents of Kwinana place great value in the surrounding environment and Kwinana's natural areas.

Given the short Invitation for Comment period further community engagement is not proposed.

14.3 INVITATION TO COMMENT - ENVIRONMENTAL PROTECTION AND BIODIVERSITY CONSERVATION ACT 1999 REFERRAL 2018/8186 – LOT 682 ROWLEY ROAD, MANDOGALUP

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Inappropriate removal of Native Vegetation within the City of Kwinana
Risk Theme	Strategic Community Plan becomes ineffective at ensuring Kwinana remains surrounded by nature
Risk Effect/Impact	Environmental Reputational
Risk Assessment Context	Operational
Consequence	Significant
Likelihood	Possible/likely
Rating (before treatment)	High
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Advocate for improved outcomes, respond to community concerns with formal responses to decision makers
Rating (after treatment)	High

COUNCIL DECISION

143

MOVED CR S LEE

SECONDED CR W COOPER

That Council resolves to provide comments on the referral 2018/8186 to the Department of Environment, as per Attachment B.

**CARRIED
7/0**



Title of Proposal - Clearing for bushfire hazard risk requirements and site access, Lot 682 Rowley Road, Mandogalup, WA

Section 1 - Summary of your proposed action

Provide a summary of your proposed action, including any consultations undertaken.

1.1 Project Industry Type

Residential Development

1.2 Provide a detailed description of the proposed action, including all proposed activities.

QUBE Mandogalup Property Pty Ltd (Qube) is developing a residential estate on Lot 682 Rowley Road, Mandogalup, Western Australia in accordance with EPBC approval (EPBC 2014/7126) and Western Australia Planning Commission (WAPC) draft subdivision approval (No. 155567) (Figure 1).

EPBC approval (EPBC 2014/7126) has been granted for the clearing of approximately 38.7 ha of potential foraging habitat and 176 potential breeding trees (>500mm DBH) for Carnaby's and Forest Red-Tailed Black cockatoos. Approximately 40% of the vegetation within the Proposal Area is in good – Very Good condition, with the remainder previously cleared for agricultural purposes.

The EPBC assessment in 2014, excluded a Western Power easement (Lot 52) which contains high voltage transmission lines (voltages of 66,000 volts to 330,000 volts). This easement traverses the central section of the site. This section of the easement is a freehold lot with easement control on the title. Based on available aerial photography active management within the Western Power easement has not occurred since 2010, which has resulted in the natural regeneration of Banksia vegetation in this area. To allow for access to the southern section of the site, 0.31 ha of Banksia Woodland vegetation within the Western Power easement that dissects the lot, is proposed to be cleared.

Along the northern boundary of the residential estate is an Urban Deferred Planning Control Area No. 112 (PCA No. 112) which is a portion of land associated with the future upgrades to Rowley Road and noise attenuation measures of Rowley Road. Since 2014, planning design has progressed for the residential estate and access to Rowley Road through the PCA No. 112 and clearing within the area is required for Bush Fire compliance in accordance with Western Australian (WA) State Planning Policy 3.7 Planning in Bushfire Prone Areas (SPP 3.7) Policy Measure 6.4 is required. The area proposed to be cleared comprises of 0.8 ha of Banksia Woodland vegetation and black cockatoo foraging habitat and three Eucalyptus marginata trees over 500 mm DBH were recorded within the survey area. No hollows were observed in any of the trees.

The total proposed action is to clear an additional 1.1 ha of Banksia Woodland TEC and



potential Black Cockatoo foraging habitat and three potential habitat trees outside the boundaries of EPBC 2014/7126.

Figure 1 details proposed clearing area within Planning Control Area and Western Power Easement. Note: not all of the Planning Control Area depicted in Section 1.3 below is to be cleared - refer to Figure 1 for clearing area within the Planning Control Area.

1.3 What is the extent and location of your proposed action? Use the polygon tool on the map below to mark the location of your proposed action.

Area	Point	Latitude	Longitude
Western Power Easement	1	-32.184346508208	115.85130444937
Western Power Easement	2	-32.184346508208	115.85131517821
Western Power Easement	3	-32.182675730674	115.85302106314
Western Power Easement	4	-32.182775614975	115.85307470732
Western Power Easement	5	-32.184092261431	115.8518194335
Western Power Easement	6	-32.184664315681	115.8515512126
Western Power Easement	7	-32.184346508208	115.85130444937
Planning Control Area	1	-32.180714344287	115.84798923903
Planning Control Area	2	-32.180668941318	115.85377208166
Planning Control Area	3	-32.180941358795	115.8537828105
Planning Control Area	4	-32.180968600498	115.85322491102
Planning Control Area	5	-32.180823311322	115.85322491102
Planning Control Area	6	-32.18087779479	115.84799996786
Planning Control Area	7	-32.180723424878	115.84799996786
Planning Control Area	8	-32.180714344287	115.84798923903

1.5 Provide a brief physical description of the property on which the proposed action will take place and the location of the proposed action (e.g. proximity to major towns, or for off-shore actions, shortest distance to mainland).



The site (Lot 682 Rowley Road, Mandogalup) is located approximately 33 km south of Perth and is enclosed within an area bounded by the Kwinana Freeway to the east, Anketell Rd to the south, Mandogalup Rd to the west, and Rowley Rd to the north.

The proposed action will take place on 1.1 ha of vegetation that meeting the diagnostic criteria for Banksia woodland within the PCA No. 112 and Western Power easement associated with Lot 682 Rowley Road. The entire lot is comprised of three portions of land separated by two easements; one for a power line and one for a drain. The Western Power easement (Lot 52) is located on freehold land owned by Qube, however there is an easement control associated with this portion of the lot.

1.6 What is the size of the proposed action area development footprint (or work area) including disturbance footprint and avoidance footprint (if relevant)?

1.1 ha.

1.7 Is the proposed action a street address or lot?

Lot

1.7.2 Describe the lot number and title. Lot 682 Rowley Road, Mandogalup, Western Australia

1.8 Primary Jurisdiction.

Western Australia

1.9 Has the person proposing to take the action received any Australian Government grant funding to undertake this project?

No

1.10 Is the proposed action subject to local government planning approval?

No

1.11 Provide an estimated start and estimated end date for the proposed action.

Start date 05/2018

End date 05/2020

1.12 Provide details of the context, planning framework and State and/or Local government requirements.

The majority of the MWLSP area is zoned "Urban" under the Metropolitan Region Scheme (MRS), with the exception of the PCA No. 112 that is zoned "Urban Deferred", which is located



on the northern boundary of the site. The “Urban Deferred” portion of land is associated with the eventual upgrading, road widening and noise attenuation measures of Rowley Road (Roberts Day, 2017).

The south western portion of the subject land is zoned ‘Urban Deferred’ under the MRS, on the basis it is located within the 1km Revised Kwinana Industrial (including air quality) Buffer. An amendment to lift the ‘Urban Deferred’ to ‘Urban’ under Clause 27 of the Metropolitan Regional Town Planning Scheme Act 1989 has recently been submitted to the WAPC.

The site is zoned ‘Development’ under the provisions of the City of Kwinana Town Planning Scheme No.2 Subdivision, development and use of the land within the ‘Development’ zone is in accordance with an approved MWLSP.

The proposed action is in association with an approved residential estate subdivision and is located within a growth urban environment within the City of Kwinana. The Mandogalup area has been identified as an Urban and urban expansion under the South Metropolitan Peel Sub-Regional Planning Framework (WAPC, 2018). The WAPC (2018) reports that future extension, realignments and/or upgrades of Rowley road is proposed as this route is a vital east-west freight linkage between the future Outer Harbour and freight logistics centres in the region.

The Council of the City of Kwinana resolved to approve the Mandogalup West Local Structure Plan (MWLSP) on 8 March 2017. The WAPC Statutory Planning Committee resolved to adopt the MWLSP, in accordance with a Schedule of Modifications, on 2 May 2017. The MWLSP has been updated in accordance with the Schedule of Modifications and has been submitted to the Department for final adoption. The proposed works are in accordance with the MWLSP. The MWLSP has been approved and endorsed by the WAPC on 26 March 2018 (refer to Attachment A).

The purpose of the MWLSP is to provide a plan for the coordination of future zoning and subdivision of the subject land to facilitate development for residential, education, recreation and local centre purposes. Subdivision and development of the site in accordance with MWLSP represents a logical progression of the development front from the north (Hammond Park), as well as the eastern side of the Kwinana Freeway (Wandi) (Roberts Day, 2017).

A WAPC subdivision approval with draft conditions (WAPC No. 155567) has been issued for comment for the proposed clearing and earthworks for Stage 1 of the residential development. Formal subdivision approved with condition is expected to be received from the WAPC by mid-April 2018.

1.13 Describe any public consultation that has been, is being or will be undertaken, including with Indigenous stakeholders.

Over the past ten years, key stakeholders have been consulted on several occasions, during the site rezoning process. During the MWLSP the following government agencies were consulted Department of Education and City of Kwinana.



The Department of Planning Lands and Heritage (DPLH) Aboriginal Heritage Inquiry System includes that there are no registered Aboriginal sites within the site. The database did identify one 'Other Heritage Place', being a mythological site (Site 3427 – Mandogalup Swamp / Spectacles) that extends in the southern portion of the MWLSP area. This listing does not restrict the development. No formal correspondence with the DPLH or local Aboriginal groups/representatives has been undertaken as part of the proposed action.

1.14 Describe any environmental impact assessments that have been or will be carried out under Commonwealth, State or Territory legislation including relevant impacts of the project.

Commonwealth Assessment

The larger urban development site was referred and approved under the EPBC Act 1999 (EPBC 2014/7126) for the clearing of approximately 38.7 ha of potential foraging habitat and 176 potential breeding trees (>500mm DBH) for Carnaby's and Forest Red-Tailed Black cockatoos (Attachment B). The approval required an offset for the residual impact of the loss of Carnaby's cockatoo and Forest Red-Tailed Black cockatoo foraging habitat and potential breeding habitat including monetary funds for DPAW (Now DBCA) to acquire and manage two offset properties that must be no less than 154 ha in size in the Shire of Gingin WA and no less than 34ha in size at Lot 1143 Wye Road Nannup WA. This was confirmed on 29 July 2015.

State Assessment

The Western Australian Planning Commission (WAPC) initiated MRS Amendment 1114/33 in June 2006 to rezone approximately 352ha of land in Mandogalup from the "Rural" zone to the "Urban Deferred" zone. This was one of a group of amendments in the district to facilitate the urbanisation of land as prescribed by the Jandakot Structure Plan (JSP) (Roberts Day, 2017). MRS Amendment 1114/33 relating to the site was referred to the Environmental Protection Authority (EPA) in February 2006. The EPA set the level of assessment as Scheme Amendment Not Assessed – Advice Given (Attachment C). The environmental issues identified by the EPA were:

- * drainage (management of water quality and quantity)
- * special catchment requirements – Peel Harvey Catchment
- * wetlands
- * remnant vegetation
- * fauna
- * soil and groundwater contamination
- * emissions impacting on adjoining land uses
- * noise and vibration
- * Cockburn Sound Catchment.

The MRS Amendment changing the zoning from Rural to Urban Deferred was approved in December 2007. In May 2011, there was an application with the WAPC to lift the "Urban Deferred" zone over the portion of land outside the Kwinana Industrial Buffer and subsequently the WAPC approved the inclusion of the land in the "Urban" zone. In 2012, the Department of



Environment and Conservation (WA) advised that there was no objection to the lifting of Urban Deferment over the portion of Mandogalup Urban Precinct (Attachment D). There have been no further zoning amendments.

1.15 Is this action part of a staged development (or a component of a larger project)?

Yes

1.15.1 Provide information about the larger action and details of any interdependency between the stages/components and the larger action.

The PCA No. 122 area was not included within the original referral as this portion of land is associated with the eventual upgrading, road widening and noise attenuation measures of Rowley Road, as planning by both State and Local Government. The scheduled upgrade of Rowley Road is estimated for 2019/2020 (City of Kwinana, 2015 and City of Cockburn, 2017).

While the Western Power easement (Lot 52) is located on freehold land owned by Qube, there is an easement control associated with this portion of the lot. This area has already been historically disturbed to allow the installation of the powerlines and ongoing vegetation control and maintenance in accordance with the Guideline for the management of vegetation near powerlines (Department of Mines, Industry Regulation and Safety Energy, 2012). Therefore, the Western Power easement was not included within the original EPBC referral.

It is stipulated in the Guidelines for vegetation control that Power lines with voltages greater than 33,000 volts are considered to be transmission lines and the network operator is responsible for control of vegetation near them. However, this may be varied when special vegetation management is required and is documented, or when special written agreements are reached between the network operator and the owners/ occupiers of the land. Based on the above, the responsibility sits with the network operator (Western Power) unless alternate management strategies are required or special agreements are made. It is noted that there is no current agreement between Qube and Western Power regarding the current management of vegetation within the power easement. Hence, due to a lack of maintenance within the easement, vegetation has regenerated in this area. On this basis, the action was not contemplated as part of the EPBC referral (2014/7126) and this action is clearly separate to the action approved via EPBC approval 2014/7126.

In order to implement association with the proposed residential development of Lot 682 Rowley Road, Qube is proposing to clear 1.11 ha of Banksia Woodland TEC and potential Black Cockatoo foraging habitat and potential breeding habitat which is required to enable Stage 1 of the development.

This is comprised of 0.8 ha of Banksia Woodland vegetation within the PCA No. 112 and 0.31 ha of Banksia Woodland vegetation within a Western Power easement that dissects Lot 682 (power easement). These areas were not included within EPBC referral 2014/7126.



1.16 Is the proposed action related to other actions or proposals in the region?

No



Section 2 - Matters of National Environmental Significance

Describe the affected area and the likely impacts of the proposal, emphasising the relevant matters protected by the EPBC Act. Refer to relevant maps as appropriate. The [interactive map tool](#) can help determine whether matters of national environmental significance or other matters protected by the EPBC Act are likely to occur in your area of interest. Consideration of likely impacts should include both direct and indirect impacts.

Your assessment of likely impacts should consider whether a bioregional plan is relevant to your proposal. The following resources can assist you in your assessment of likely impacts:

- [Profiles of relevant species/communities](#) (where available), that will assist in the identification of whether there is likely to be a significant impact on them if the proposal proceeds;
- [Significant Impact Guidelines 1.1 – Matters of National Environmental Significance](#);
- [Significant Impact Guideline 1.2 – Actions on, or impacting upon, Commonwealth land and Actions by Commonwealth Agencies](#).

2.1 Is the proposed action likely to have ANY direct or indirect impact on the values of any World Heritage properties?

No

2.2 Is the proposed action likely to have ANY direct or indirect impact on the values of any National Heritage places?

No

2.3 Is the proposed action likely to have ANY direct or indirect impact on the ecological character of a Ramsar wetland?

No

2.4 Is the proposed action likely to have ANY direct or indirect impact on the members of any listed species or any threatened ecological community, or their habitat?

Yes

2.4.1 Impact table

Species	Impact
Carnaby's Black Cockatoo (<i>Calyptorhynchus</i>	Will the action will not contribute to the long-



Species	Impact
latirostris) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	term decrease in the size of a population.? Highly unlikely. The proposed action will not lead to a long-term decrease in the size of a population. The proposed action will result in the removal of approximately 0.8 ha, and 0.31 ha of potential foraging habitat within the road reserve and powerline easement respectively, and while there are three potential black cockatoo habitat trees (no hollows were observed). The proposed clearing will not lead to a long-term decrease in the size of black cockatoo populations due to: * the residual presence of large areas of vegetation within the locality and region * the nature of black cockatoo populations, which are highly mobile with extensive ranges * there are no known breeding areas or hollows within the road reserve or power easement.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action reduce the area of occupancy of the species? Highly unlikely. The proposed action will not reduce the area of occupancy of the species. The road reserve and power easement are near existing reserves containing potential black cockatoo habitat, including Harry Waring Marsupial Reserve (1.1 km), Beeliar Regional Park (1.44 km), Jandakot Regional Park (1.71 km), Wandi Nature Reserve (1.65 km) and Frankland Park (150 m). As such the proposed action will not reduce the area of occupancy of the species.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action fragment an existing population into two or more populations? Highly unlikely. The road reserve and power easement are in an existing residential area, which is not known to provide roosting or breeding habitat for Black cockatoos and is unlikely to provide important foraging habitat for Black cockatoos. Under EPBC approval (EPBC 2014/7126) the adjacent project area will be cleared and developed for residential purposes.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action adversely affect habitat critical to the survival of a species? Highly unlikely. The road reserve and power easement contain potential foraging habitat for black cockatoos. However, there are no known breeding or roosting sites within either. As such the action



Species	Impact
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	will not adversely affect habitat critical to the survival of the species. Will the action disrupt the breeding cycle of a population? Highly unlikely. A total of three potential breeding trees are to be cleared (PCA No. 112). None of the potential breeding trees have suitable hollows and none are a known breeding site. On this basis, the action will not disrupt the breeding cycle of a population.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action result in disease or invasive species that are harmful to a critically endangered or endangered species becoming established in the endangered or critically endangered species' habitat? Highly unlikely. The proposed action will not involve any actions that may cause the introduction of new diseases or invasive species to black cockatoos.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action modify, destroy, remove, isolate or decrease the availability or quality of habitat to the extent that the species is likely to decline? Highly unlikely. The loss of habitat because of the proposed action represents only a small portion of the potential habitat available near the proposed clearing. Black cockatoos are highly mobile species; therefore, the proposed action will not present a barrier to movement across the region.
Carnaby's Black Cockatoo (<i>Calyptrorhynchus latirostris</i>) and Forest Red-tailed Black Cockatoo (<i>Calyptrorhynchus banksii naso</i>)	Will the action interfere with the recovery of the species? Highly unlikely. The proposed action is unlikely to interfere with the recovery of Black cockatoo species as suitable black cockatoo habitat is retained in nearby existing reserves, including Harry Waring Marsupial Reserve (1.1 km), Beeliar Regional Park (1.44 km), Jandakot Regional Park (1.71 km), Wandi Nature Reserve (1.65 km) and Frankland Park (150 m).
Banksia Woodland TEC	Reduce the extent of an ecological community: Highly unlikely. The action will result in the clearing of 0.8 ha (excluding existing cleared tracks) of Banksia woodland within the road reserve, and 0.31 ha of Banksia woodland within the power easement. Adjacent Banksia Vegetation within the approved project area will be cleared in accordance with EPBC Approval (2014/7126) and WAPC subdivision approval.



Species	Impact
	Statistical analysis of quadrats within the PCA No. 112 area indicate that Quadrat 1 showed an affinity to FCT28, while Quadrats 2 and 3 showed an affinity to FCT28 and FCT23a. From the analysis it is unlikely that the P3 ecological communities FCT22 or FCT25 occur within the area to be cleared.
Banksia Woodland TEC	Fragment or increase fragmentation of an ecological community, for example by clearing vegetation for roads or transmission lines: Unlikely. The Banksia woodland along the PCA No. 112 (including road reserve) and power easement is within a project area where adjacent clearing will be undertaken in accordance with EPBC Approval (2014/7126). The linkage connection of the road reserve and power easement will be further compromised by clearing in Lot 9019 and part lots 9006 and 9002 Mandogalup (Satterley development) (EPBC referral 2014/7308). While the action will fragment Banksia woodland along the road reserve, the road reserve will be subject to further disturbance through upgrades to Rowley Road (WAPC, 2018) and therefore has limited viability as a representation of Banksia woodland.
Banksia Woodland TEC	Adversely affect habitat critical to the survival of an ecological community: Highly unlikely. The action will not adversely affect habitat critical to the survival of the TEC, as it includes the clearing of 0.8ha of the Banksia Woodlands TEC within the road reserve, and 0.31 ha of the Banksia Woodlands TEC within the power easement.
Banksia Woodland TEC	Modify or destroy abiotic factors necessary for an ecological community's survival, including reduction of groundwater levels, or substantial alteration of surface water drainage patterns: Highly unlikely. The action (clearing) will not modify or destroy abiotic factors necessary for the TEC survival. The following nearby Bush Forever sites contain the FCT which corresponds to the Banksia Woodland TEC: * BF No. 392 (271.6ha) FCT23a and 28 * BF No. 357 (15.7ha) FCT28 * BF No. 268 (95.9ha) FCT 25 and 28 * BF No. 347 (412.3) FCT 22 and 23



Species	Impact
	a. No changes to hydrological regime or nutrient inputs to soil are proposed as part of the proposal.
Banksia Woodland TEC	Cause a substantial change in the species composition of an occurrence of an ecological community, including causing a decline or loss of functionally important species, for example through regular burning or flora or fauna harvesting: Highly unlikely. The action will not cause substantial change in the species composition of the TEC. After the approved action (2014/7126) has been implemented, the clearing of 0.72 ha within the remaining patch of highly fragmented strip along the road reserve is not considered a substantial change of the species composition of the TEC. After the approved action (2014/7126) has been implemented, the clearing of 0.31 ha within the remaining patch within the power easement is not considered a substantial change of the species composition of the TEC. This area has already been historically disturbed once to allow the installation of the powerlines and ongoing vegetation control and maintenance in accordance with the Guideline for the management of vegetation near powerlines (Department of Mines, Industry Regulation and Safety Energy, 2012).
Banksia Woodland TEC	Cause a substantial reduction in the quality or integrity of an occurrence of an ecological community: Highly unlikely. The action of clearing 0.8 ha within the road reserve, and 0.31 ha within the power easement, is not considered to be substantial, due to the amount of the TEC protection in the surrounding areas: * five Bush Forever sites (No. 392, 393, 267, 268 and 347), and areas of Beeliar Regional Park (which also incorporates Thomsons Lake Nature Reserve), are located near the project area.
Banksia Woodland TEC	Interfere with the recovery of an ecological community: Highly unlikely. The action will not interfere with the recovery of the TEC due to the presence of the following Bush Forever sites (within a 4 km of the site) which contain the FCTs which corresponds to the Banksia



Species	Impact
	Woodland TEC: * BF No. 392 (271.6ha) FCT23a and 28 * BF No. 357 (15.7ha) FCT28 * BF No. 268 (95.9ha) FCT 25 and 28 * BF No. 347 (412.3) FCT 22 and 23 a.

2.4.2 Do you consider this impact to be significant?

No

2.5 Is the proposed action likely to have ANY direct or indirect impact on the members of any listed migratory species, or their habitat?

No

2.6 Is the proposed action to be undertaken in a marine environment (outside Commonwealth marine areas)?

No

2.7 Is the proposed action to be taken on or near Commonwealth land?

No

2.8 Is the proposed action taking place in the Great Barrier Reef Marine Park?

No

2.9 Is the proposed action likely to have ANY direct or indirect impact on a water resource related to coal/gas/mining?

No

2.10 Is the proposed action a nuclear action?

No

2.11 Is the proposed action to be taken by the Commonwealth agency?

No

2.12 Is the proposed action to be undertaken in a Commonwealth Heritage Place Overseas?



No

2.13 Is the proposed action likely to have ANY direct or indirect impact on any part of the environment in the Commonwealth marine area?

No



Section 3 - Description of the project area

Provide a description of the project area and the affected area, including information about the following features (where relevant to the project area and/or affected area, and to the extent not otherwise addressed in Section 2).

3.1 Describe the flora and fauna relevant to the project area.

Two flora surveys have been undertaken of the project area (EPBC 2014/7016 area) including the site and the assessments did not identify any Threatened or Priority flora (Cardno 2005; Plantecology Consulting 2012). Refer to Section 3.5 for vegetation information. Strategen completed a reconnaissance flora and vegetation survey within PCA No. 112 by a Senior Botanist on 3 November 2017, a total of 49 flora species were recorded.

A total of 164 species of fauna were identified as having the potential to occur within the project area as a result of desktop assessments (Emerge 2011). Reconnaissance surveys from 2005 and 2010 observed (or positively identified from scats, tracks, skeletons or calls) a total of 57 fauna species (Emerge 2011). This total included three amphibians, one reptile, 48 birds (two of which were introduced species) and five mammals (one of which was an introduced species). Forest Red-tailed and Carnaby's cockatoo Black-Cockatoo was sighted during surveys. Foraging and suitable nesting habitat also occurs at the site.

3.2 Describe the hydrology relevant to the project area (including water flows).

Regional DWER (2018) groundwater contours indicate that based on predevelopment topography the depth to groundwater in the northern section of the site (north of Western Power easement) ranges from approximately 20.7metres below ground level (mbgl) to 9.5mbgl. Depth to groundwater in the southern section (south of Western Power easement) ranges from approximately 16 to 1.5mbgl adjacent to the Peel Main Drain.

The Peel main drain which flows from Banjup Swamp (located near Gibbs Rd, Aubin Grove) in the north to the Peel-Yalgorup system in the south (via Serpentine River), passes through the southern portion of the site. Given that this portion of the site is already cleared and currently used for horticultural activities, implementation of the project is unlikely to lead to a significant decline in the water quality of the drain. It is possible that nutrient loads may even decrease over time due to the ceasing of horticultural activities.

The Mandogalup Swamp South geomorphic wetland (dampland), classifies as a Multiple Use Wetland (MUW), is located on the eastern and southern portion of the site occupying approximately half the site. No permanent natural surface water features are present within the site.

No Ramsar wetlands or wetlands identified in the Directory of Important Wetlands are located



on the site (SEWPAC 2010). 'Spectacles Swamp' an Environmental Protection Policy (EPP) lake is located approximately 1.5 km to the south. The site is located on the outer edge of the Peel Harvey Coastal Plain Catchment Area (State Planning Policy 2.1).

Water management proposed at the site is noted to be consistent with the Department of Water Stormwater Management Manual of WA (2007), and is addressed in the following:

- * Jandakot Structure Plan Drainage and Water Management Plan (DoW 2009)
- * Mandogalup District Water Management Strategy (JDA 2011)
- * Mandogalup West Local Structure Plan 2014 (approved March 2018)
- * QUBE Land (Mandogalup West) Local Water Management Strategy (LWMS) (JDA 2018).

The LWMS (JDA 2018) acknowledges stormwater drainage management principles endorsed by the CoK in their 2008 Guidelines for Subdivision Development (not accessed). As identified in the site's LWMS (JDA 2018) there are bioretention and detention drainage basins proposed for 1:1hr ARI and 1:5 year ARI, no constructed waterbodies are proposed to be part of the development on the site.

In accordance with WAPC planning requirements an Urban Water Management (UWMP) will be prepared for each subdivision approval area in accordance with Better Urban Water Management Guidelines (WAPC 2008) and Urban Water Management Plans: Guidelines for preparing and complying with subdivision conditions (Department of Water [DoW] 2008). The UWMPs will provide specific details on stormwater design, treatment and management.

3.3 Describe the soil and vegetation characteristics relevant to the project area.

Soils of the proposal area are characterised by sand plains with low dunes and occasional swamps, forming part of the Bassendean aeolian deposit (Churchward & McArthur 1978). The PCA No. 112 and Western Power easement consists of Dune ridges with deep siliceous yellow brown sands or pale sands with yellow-brown subsoil and slopes up to 15%.

A reconnaissance flora and vegetation survey was completed within PCA No. 112 by a Senior Botanist on 3 November 2017, the vegetation type was recorded was:

- * BaHh - Low Banksia woodland with emergent Eucalyptus marginata over heath of Hibbertia hypericoides, Stirlingia latifolia and Xanthorrhoea preissii on yellow to grey sands.

A reconnaissance flora and vegetation survey was completed within the Western Power easement by a Senior Botanist on 30 January 2018, the vegetation types recorded was indicative of:

- * BaHh - Low Banksia woodland with emergent Eucalyptus marginata over heath of Hibbertia hypericoides, Stirlingia latifolia and Xanthorrhoea preissii on yellow to grey sands.

3.4 Describe any outstanding natural features and/or any other important or unique values relevant to the project area.

Not applicable.



3.5 Describe the status of native vegetation relevant to the project area.

Much of the site is largely degraded due to historic and current agricultural land uses of market gardening and grazing. The vegetation varies from “Degraded to ‘Very Good’ condition. The dominant remnant vegetation type is open Banksia Woodland with scattered Melaleuca and Jarrah.

Statistical analysis of quadrats within the survey area (PCA No. 112) indicated that Quadrat 1 showed an affinity to FCT28, while Quadrats 2 and 3 showed an affinity to FCT28 and FCT23a. From the analysis it is unlikely that the P3 ecological communities FCT22 or FCT25 occur within the area to be cleared (Strategen, 2018 pers. comm- internal correspondence).

3.6 Describe the gradient (or depth range if action is to be taken in a marine area) relevant to the project area.

The predevelopment topography of the site is characterised by gently rising slopes in the northwest (up to 43 mAHD), west (up to 53 mAHD) and southeast (up to 24 mAHD) of the site. These slopes create the low-lying shallow depression which is Mandogalup swamp (13 mAHD) and the general northeast-southwest pathway of the Peel main drain (dropping from 20 mAHD to 12 mAHD).

3.7 Describe the current condition of the environment relevant to the project area.

The vegetation within the PCA No. 112 area was recorded as ‘Very Good’ condition in accordance with the Keighery vegetation scale (1994).

The vegetation within the easement range from Completely Degraded to Good condition in accordance with the Keighery vegetation scale (1994).

3.8 Describe any Commonwealth Heritage Places or other places recognised as having heritage values relevant to the project area.

No heritage places listed on Commonwealth lists or the WA Register of Heritage Places exist within or in close proximity to the PCA No. 112 and Western Power easement areas.

3.9 Describe any Indigenous heritage values relevant to the project area.

According to the DPLH (2018) Aboriginal Heritage Inquiry System, no Registered Aboriginal sites are located within or immediately adjacent to the PCA No. 112 and Western Power easement areas.



3.10 Describe the tenure of the action area (e.g. freehold, leasehold) relevant to the project area.

The site is comprised of freehold land owned by QUBE Mandogalup Development Pty Ltd, while the Western Power easement is a freehold title vested with Qube it encompasses an easement control.

3.11 Describe any existing or any proposed uses relevant to the project area.

PCA No. 112/Rowley Road

The WAPC (2018) reports that future extension, realignments and/or upgrades of Rowley road (within the PCA No. 112) is proposed as this route is a vital east-west freight linkage between the future Outer Harbour and freight logistics centres in the region.

As part of the Indian Ocean Gateway Project, Rowley Road has been identified as a proposed freight road, which includes the roads extension and upgrade (City of Kwinana 2015). According to City of Cockburn (2017) Rowley Road from Hammond Road though to Kwinana Freeway will be upgraded in 2019/2020, which will include clearing within the current road reserve (refer to Appendix 2). **Therefore, it is expected that clearing of all the vegetation in this location will occur in the near future as part of these infrastructure works.**

Western Power easement

Based on available aerial photography active management within the Western Power easement has not occurred since 2010, which has resulted in the natural regeneration of vegetation in this area.

This area has been historically disturbed to allow the installation of the powerlines and ongoing vegetation control and maintenance in accordance with the Guideline for the management of vegetation near powerlines (Department of Mines, Industry Regulation and Safety Energy, 2012). It is stipulated in the Guidelines for vegetation control that Power lines with voltages greater than 33,000 volts are considered to be transmission lines and the network operator is responsible for control of vegetation near them. However, this may be varied when special vegetation management is required and is documented, or when special written agreements are reached between the network operator and the owners/ occupiers of the land. Based on the above, the responsibility sits with the network operator (Western Power) unless alternate management strategies are required or special agreements are made. It is noted that there is no current agreement between Qube and Western Power regarding the current management of vegetation within the power easement.



Section 4 - Measures to avoid or reduce impacts

Provide a description of measures that will be implemented to avoid, reduce, manage or offset any relevant impacts of the action. Include, if appropriate, any relevant reports or technical advice relating to the feasibility and effectiveness of the proposed measures.

Examples of relevant measures to avoid or reduce impacts may include the timing of works, avoidance of important habitat, specific design measures, or adoption of specific work practices.

4.1 Describe the measures you will undertake to avoid or reduce impact from your proposed action.

A Construction Environmental Management Plan (CEMP) has been developed for the site and will be implemented during the various construction phases of the project. The key objectives (and targets), management measures relating to MNES within the CEMP will be implemented for works within the PCS No. 112 area and Western Power easement which include:

Table 1: Objectives, targets and indicators for vegetation clearing, fauna and habitat

Objective 1: To ensure that clearing is restricted to areas clearly designated for clearing.

Target:

- * All clearing to be undertaken in accordance with subdivision approval and conditions and approved engineering site works specifications.
- * No clearing or disturbance during construction outside of pre-defined area of approved works.

Key Performance Indicators:

- * Number of occurrences of clearing outside designated area of works.

Objective 2: To mitigate displacement of fauna due to construction activities and associated impacts (dust, noise, light, vibrations and fumes).

Target:

- * Clearing to be undertaken in a progressive and staged approach to allow for fauna movement.
- * Emissions resulting from construction activities are contained within the immediate vicinity of the construction works taking place.

Key Performance Indicators:

- * No off-site or on-site complaints in relation to construction emissions.

Objective 3: Preventing death or injury of CC and/or FRTBC by clearing and construction activities.

Target:

- * No injury/death of fauna caused by clearing and construction activities.

Key Performance Indicators:

- * No deliberate loss of native fauna due to interference from site personnel/contractors.
- * No clearing of known black cockatoo breeding trees during breeding season.



Management actions for vegetation clearing are detailed in the table below:

Table 2: Management actions for vegetation, fauna and habitat

Parameter: Site induction

Management action: Induct all personnel and contractors to the environmental requirements of the site.

Timing: Prior to commencing work on-site

Responsibility: Project Manager/ Construction Contractor

Parameter: Site induction

Management action: Include information detailing the importance of the retained vegetation and the boundaries which will be in place in the induction material.

Timing: Prior to clearing and on-going

Responsibility: Project Manager/ Construction Contractor

Parameter: Clearance of vegetation

Management action: Clearly demarcate clearing areas and trees proposed to be retained on-site with star pickets and/or flagging and provide GPS co-ordinates of approved area to clear to contractors.

It is noted that there is a proposed sewer line proposed through the POS (conservation) area clearing and installation of infrastructure, caution should be noted in this area.

Timing: Prior to clearing of each stage and fortnightly checks of integrity of star pickets/ flagging

Responsibility: Project Manager/ Construction Contractor

Parameter: Clearance of vegetation

Management action: Identify that areas of works are clearly demarcated at a pre-start meeting. This meeting will include a site walkover and will be documented.

Timing: Prior to clearing

Responsibility: Project Manager/ Construction Contractor

Parameter: Clearance of vegetation

Management action: Clearing is to be undertaken in accordance with subdivision approval and conditions and approved engineering site works specifications.

Timing: At all times

Responsibility: Project Manager/ Construction Contractor

Parameter: Clearance of vegetation

Management action: If clearing occurs during CC breeding season, habitat tree assessments of potential breeding trees within 30 m from the construction area must be conducted to check for nesting hollows and use by black cockatoos.

Timing: Pre-clearing, during CC breeding season (July to December) – at least 7 days prior to clearing of each stage

Responsibility: Environmental Consultant

Parameter: Clearance of vegetation

Management action: If active black cockatoo nests are located on site, the tree must be clearly



demarcated (with fencing and signage) and not cleared or tempered with until the hollow is no longer being used).

Timing: Pre-clearing, if active black cockatoo nests are located

Responsibility: Environmental Consultant

Parameter: Environmental incident reporting

Management action: Report all environmental incidents related to vegetation clearing in accordance with implementation plan.

Timing: During construction

Responsibility: Project Manager/ Construction Contractor

4.2 For matters protected by the EPBC Act that may be affected by the proposed action, describe the proposed environmental outcomes to be achieved.

The environmental outcomes of the project action includes clearing of the following:

* 0.8 ha of Banksia Woodland TEC in 'Very Good' condition and black cockatoo foraging habitat (BBC-Poor, CBC-Good and FRTBC- Poor) and three potential Eucalyptus marginata habitat trees (no hollows present) within the PCA No. 112

* 0.31 ha of Banksia Woodland TEC (0.22ha 'Good', 0.06 'Degraded' and 0.03 'Completely Degraded' condition) and black cockatoo foraging habitat (BBC-poor, CBC-Good and FRTBC-Poor) within the Western Power easement.



Section 5 – Conclusion on the likelihood of significant impacts

A checkbox tick identifies each of the matters of National Environmental Significance you identified in section 2 of this application as likely to be a significant impact.

Review the matters you have identified below. If a matter ticked below has been incorrectly identified you will need to return to Section 2 to edit.

5.1.1 World Heritage Properties

No

5.1.2 National Heritage Places

No

5.1.3 Wetlands of International Importance (declared Ramsar Wetlands)

No

5.1.4 Listed threatened species or any threatened ecological community

No

5.1.5 Listed migratory species

No

5.1.6 Commonwealth marine environment

No

5.1.7 Protection of the environment from actions involving Commonwealth land

No

5.1.8 Great Barrier Reef Marine Park

No

5.1.9 A water resource, in relation to coal/gas/mining

No



5.1.10 Protection of the environment from nuclear actions

No

5.1.11 Protection of the environment from Commonwealth actions

No

5.1.12 Commonwealth Heritage places overseas

No

5.2 If no significant matters are identified, provide the key reasons why you think the proposed action is not likely to have a significant impact on a matter protected under the EPBC Act and therefore not a controlled action.

The proposed action is not considered to be a controlled action as it is unlikely to have an adverse impact on Banksia Woodland TEC and black cockatoo foraging habitat. The assessment outcomes provided in this referral (refer to listed species or any threatened ecological community, or their habitat impact table), provide an assessment of significance against current guidelines, the clearing of a total of 1.11ha which includes:

- * 0.8 ha of remnant vegetation in 'Very Good' condition and three potential Eucalyptus marginata habitat trees (no hollows present) within the PCA No. 112
- * 0.31 ha of remnant vegetation (0.22ha 'Good', 0.06 'Degraded' and 0.03 'Completely Degraded' condition) within the Western Power easement
- * Statistical analysis of quadrats within the PCA No. 112 area indicate that Banksia Woodland present is representative of FCT28 and FCT23a and not FCT22 or FCT25 which are listed by DBCA as Priority 3 ecological communities.

Based on the above, it is unlikely to be considered a significant impact on MNES in accordance with the Significant Impact Guidelines 1.1- Matters of National Environmental Significance.

This is based on:

- * the scale of the clearing (1.1 ha) in relation to the overall distribution and availability of higher quality habitat within 10 km of the Proposal Area, including Harry Waring Marsupial Reserve (1.1 km), Beeliar Regional Park (1.44 km), Jandakot Regional Park (1.71 km), Wandi Nature Reserve (1.65 km) and Frankland Park (150 m)
- * the absence of any known roosting or nesting sites for Black cockatoos located within the Proposal Area (PCA No. 112 and Western Power easement)
- * FCT of Banksia Woodland within the PCA No. 112 are not priority ecological communities
- * the provision of a suite of direct offset measures already completed to contribute to enhancing the ongoing viability of Black cockatoo populations as part of EPBC Referral No. 2014/7126.



Section 6 – Environmental record of the person proposing to take the action

Provide details of any proceedings under Commonwealth, State or Territory law against the person proposing to take the action that pertain to the protection of the environment or the conservation and sustainable use of natural resources.

6.1 Does the person taking the action have a satisfactory record of responsible environmental management? Please explain in further detail.

QUBE has worked collaboratively with DBCA on the Wetland Offset Implementation Strategy for Lots 300- 303 and 9001 Beringarra Avenue, Malaga. This offset strategy included the successful rehabilitation of a degraded CCW over an area in excess of 200 ha.

6.2 Provide details of any past or present proceedings under a Commonwealth, State or Territory law for the protection of the environment or the conservation and sustainable use of natural resources against either (a) the person proposing to take the action or, (b) if a permit has been applied for in relation to the action – the person making the application.

Not applicable.

6.3 If it is a corporation undertaking the action will the action be taken in accordance with the corporation's environmental policy and framework?

Yes

6.3.1 If the person taking the action is a corporation, please provide details of the corporation's environmental policy and planning framework.

The action will be taken in accordance with the relevant QUBE environmental policy and planning frameworks.

6.4 Has the person taking the action previously referred an action under the EPBC Act, or been responsible for undertaking an action referred under the EPBC Act?

Yes

6.4.1 EPBC Act No and/or Name of Proposal.

EPBC Referral No. 2017/7917 - QUBE WATTLEUP DEVELOPMENT PTY LTD/Residential



Australian Government

Department of the Environment and Energy

EPBC Act referral - Clearing for bushfire hazard risk requirements and site access, Lot 682 Rowley Road, Mandogalup, WA

Development/Lots 71, 74, 75, 303, 304 and 305 Wattleup Road, Hammond Park, /Western Australia/Hammond West Urban Development, Hammond Park, WA.

EPBC Referral No. 2014/7126 – Residential Estate Development, Lot 682 Rowley Road, Mandogalup, WA.



Section 7 – Information sources

You are required to provide the references used in preparing the referral including the reliability of the source.

7.1 List references used in preparing the referral (please provide the reference source reliability and any uncertainties of source).

Reference Source	Reliability	Uncertainties
Cardno BSD (Cardno) 2005, Flora, Vegetation, Fauna and Wetland Assessment Mandogalup, unpublished report prepared for Mandogalup Land Development Company P/L, December 2005.	Reliable	N/A
City of Cockburn, 2017. Regional and Major roadworks 2016-2030 [online] https://www.cockburn.wa.gov.au/getattachm ent/5a17e510-b7cf-431e-970f-542b09876f9a/ECM_6523561_v1_Regional-and-Major-Roadwo rks-2016-2030-V09-pdf.aspx .	Reliable	N/A
City of Kwinana, 2015. Indian Ocean Gateway: Consultative Draft [online] https://indianocea ngateway.com.au/files/iog_proposal_new.pdf .	Reliable	N/A
Department of Environment (DoE), 2013. Significant impact guidelines 1.1 Environment Protection and Biodiversity Conservation Act 1999.	Reliable	N/A
Department of Mines, Industry Regulation and Safety Energy, 2012. Guidelines for the management of vegetation near power lines: Information for Local Government bodies Landowners and occupiers State Government Agencies.	Government Publication- reliable	N/A
Emerge Associates (Emerge) 2011, Level 1 Fauna Survey	Reliable	N/A



Reference Source	Reliability	Uncertainties
and Habitat Assessment - Various Allotments, Mandogalup, unpublished report prepared for Qube Mandogalup Land Development Company, May 2011.		
Jim Davies and Associates (JDA) 2018, QUBE Land (Mandogalup West), Mandogalup Local Water Management Strategy—Lots 682 & 52 Rowley Road, Mandogalup, report for QUBE Property Group Pty Ltd, March 2018.	Reliable	N/A
Keighery, 1994 vegetation condition scale commonly used in the Perth Metropolitan Region. In: Bush Forever: Volume 2 Directory of Bush Forever Site (2000). Government of Western Australia.	Reliable	N/A
Strategen (2013) Referral of proposed action under the EPBC Act 1999: Lot 682 Rowley Road Mandogalup. Prepared for Qube Mandogalup Development Pty Ltd.	Reliable	N/A
TSSC 2016, Environment Protection and Biodiversity Conservation Act Approved Conservation Advice for the Banksia Woodlands of the Swan Coastal Plain Ecological Community.	Reliable	N/A
Plantecology consulting 2012, Targeted Priority and Threatened Flora Search – Mandogalup, report prepared for Strategen, Perth, December 2012.	Reliable	N/A
Roberts Day (2017) Mandogalup West Local Structure Plan Volume A (part	WAPC submission- reliable	N/A



Reference Source	Reliability	Uncertainties
one and part two). Lots 682 and 52 Rowley Road Mandogalup. Prepared for Qube Property Group on behalf of Mandogalup Development Joint Venture, November.		
Western Australian Planning Commission and Department of Planning and Infrastructure (WAPC and DPI) 2008, Better Urban Water Management, Government of Western Australia, Perth, Western Australia.	Published- reliable	N/A
Western Australian Planning Commission (WAPC) (2018) South Metropolitan Peel Sub-regional Planning Framework Western Australian Planning Commission, Perth.	Published- reliable	N/A



Section 8 – Proposed alternatives

You are required to complete this section if you have any feasible alternatives to taking the proposed action (including not taking the action) that were considered but not proposed.

8.1 Select the relevant alternatives related to your proposed action.

8.27 Do you have another alternative?



Section 9 – Contacts, signatures and declarations

Where applicable, you must provide the contact details of each of the following entities: Person Proposing the Action; Proposed Designated Proponent and; Person Preparing the Referral. You will also be required to provide signed declarations from each of the identified entities.

9.0 Is the person proposing to take the action an Organisation or an Individual?

Organisation

9.2 Organisation

9.2.1 Job Title

Managing Director

9.2.2 First Name

Mark

9.2.3 Last Name

Hector

9.2.4 E-mail

Mark@qubeproperty.com.au

9.2.5 Postal Address

Suite 3, Level 1

437 Roberts Road
Subiaco WA 6008
Australia

9.2.6 ABN/ACN

ABN

37111964606 - QUBE MANDOGALUP DEVELOPMENT PTY LTD

9.2.7 Organisation Telephone



08 9386 8080

9.2.8 Organisation E-mail

Mark@qubeproperty.com.au

9.2.9 I qualify for exemption from fees under section 520(4C)(e)(v) of the EPBC Act because I am:

Not applicable

Small Business Declaration

I have read the Department of the Environment and Energy's guidance in the online form concerning the definition of a small a business entity and confirm that I qualify for a small business exemption.

Signature:..... Date:

9.2.9.2 I would like to apply for a waiver of full or partial fees under Schedule 1, 5.21A of the EPBC Regulations

No

9.2.9.3 Under sub regulation 5.21A(5), you must include information about the applicant (if not you) the grounds on which the waiver is sought and the reasons why it should be made

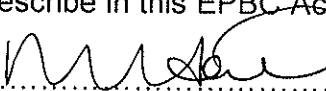
Person proposing the action - Declaration

Mark Peter Hay Hector

I, _____, declare that to the best of my knowledge the information I have given on, or attached to the EPBC Act Referral is complete, current and correct. I understand that giving false or misleading information is a serious offence. I declare that I am not taking the action on behalf of or for the benefit of any other person or entity.

Signature:  Date: 9/4/18

I, Mark Peter Hay Hector, the person proposing the action, consent to the designation of Qube Mandogalup Dev. P/L as the proponent of the purposes of the action describe in this EPBC Act Referral.

Signature:  Date: 9/4/18



9.3 Is the Proposed Designated Proponent an Organisation or Individual?

Organisation

9.5 Organisation

9.5.1 Job Title

Managing Director

9.5.2 First Name

Mark

9.5.3 Last Name

Hector

9.5.4 E-mail

Mark@qubeproperty.com.au

9.5.5 Postal Address

Suite 3, Level 1

437 Roberts Road
Subiaco WA 6008
Australia

9.5.6 ABN/ACN

ABN

37111964606 - QUBE MANDOGALUP DEVELOPMENT PTY LTD

9.5.7 Organisation Telephone

08 9386 8080

9.5.8 Organisation E-mail

Mark@qubeproperty.com.au

Proposed designated proponent - Declaration



I, Mark Peter Hay Hector, the proposed designated proponent, consent to the designation of myself as the proponent for the purposes of the action described in this EPBC Act Referral.

Signature: [Signature] Date: 9/4/18

9.6 Is the Referring Party an Organisation or Individual?

Organisation

9.8 Organisation

9.8.1 Job Title

CEO

9.8.2 First Name

Darren

9.8.3 Last Name

Walsh

9.8.4 E-mail

d.walsh@strategen.com.au

9.8.5 Postal Address

PO Box 243
Subiaco WA 6008
Australia

9.8.6 ABN/ACN

ABN

32056190419 - STRATEGEN ENVIRONMENTAL CONSULTANTS PTY LTD

9.8.7 Organisation Telephone

08 9380 3100

9.8.8 Organisation E-mail



info@strategen.com.au

Referring Party - Declaration

I, DARREN WALSH, I declare that to the best of my knowledge the
information I have given on, or attached to this EPBC Act Referral is complete, current and
correct. I understand that giving false or misleading information is a serious offence.

Signature: [Signature] Date: 9/4/18



Appendix A - Attachments

The following attachments have been supplied with this EPBC Act Referral:

1. attachment_a_mwwlsp_wapc_approval.pdf
2. attachment_b_epc_assessment_of_rezoning.pdf
3. attachment_c_epa_advice.pdf
4. attachment_d_dec_additional_response_20022012.pdf
5. attachment_e_-_emerge_-_fauna_survey_and_habitat_assessment_reduced.pdf
6. attachment_e_-_plantecology_targeted_orchid_survey.pdf
7. attachment_f_qpg17388_01_r001_rev_b_reduced_part_1_of_2.pdf
8. attachment_f_qpg17388_01_r001_rev_b_reduced_part_2_of_2.pdf
9. attachment_g_safety_health_and_environment_policy-january-2016.pdf
10. figure_1_proposed_clearing_footprint.pdf



24 April 2018

Our Ref: D18/21469

Referrals Gateway
Environmental Assessment Branch
Department of the Environment
GPO Box 787
Canberra ACT 2601

Dear Reader,

CITY OF KWINANA COMMENTS REFERRAL 2018/8186

Thank you for the opportunity to comment on Referral 2018/8186. The City provides the following comments:

Section	Comment
1.10	The referral is subject to Local Government Approval in that there are conditional approvals to be determined by the Local Government. The Local Government in this case considers that the amount of cut is excessive and will impact on conservation on the adjacent sites (which also have referrals, see 2018/8182)
1.12	Draft subdivision conditions have not been issued at the time of writing this correspondence. The City has concerns regarding the Local Structure Plan (LSP) approval in that the TEC on the site has not been assessed by either State or Federal Governments. The WA Environmental Protection Authority (EPA) did not formally assess the site, as such, the City would welcome the DOE referring the application to the WA EPA under section 38(5e) of the <i>Environmental Protection Act 1986</i> (a decision maker can refer a matter to the EPA for assessment). City Officers have advised the Department of Planning, Lands and

Administration

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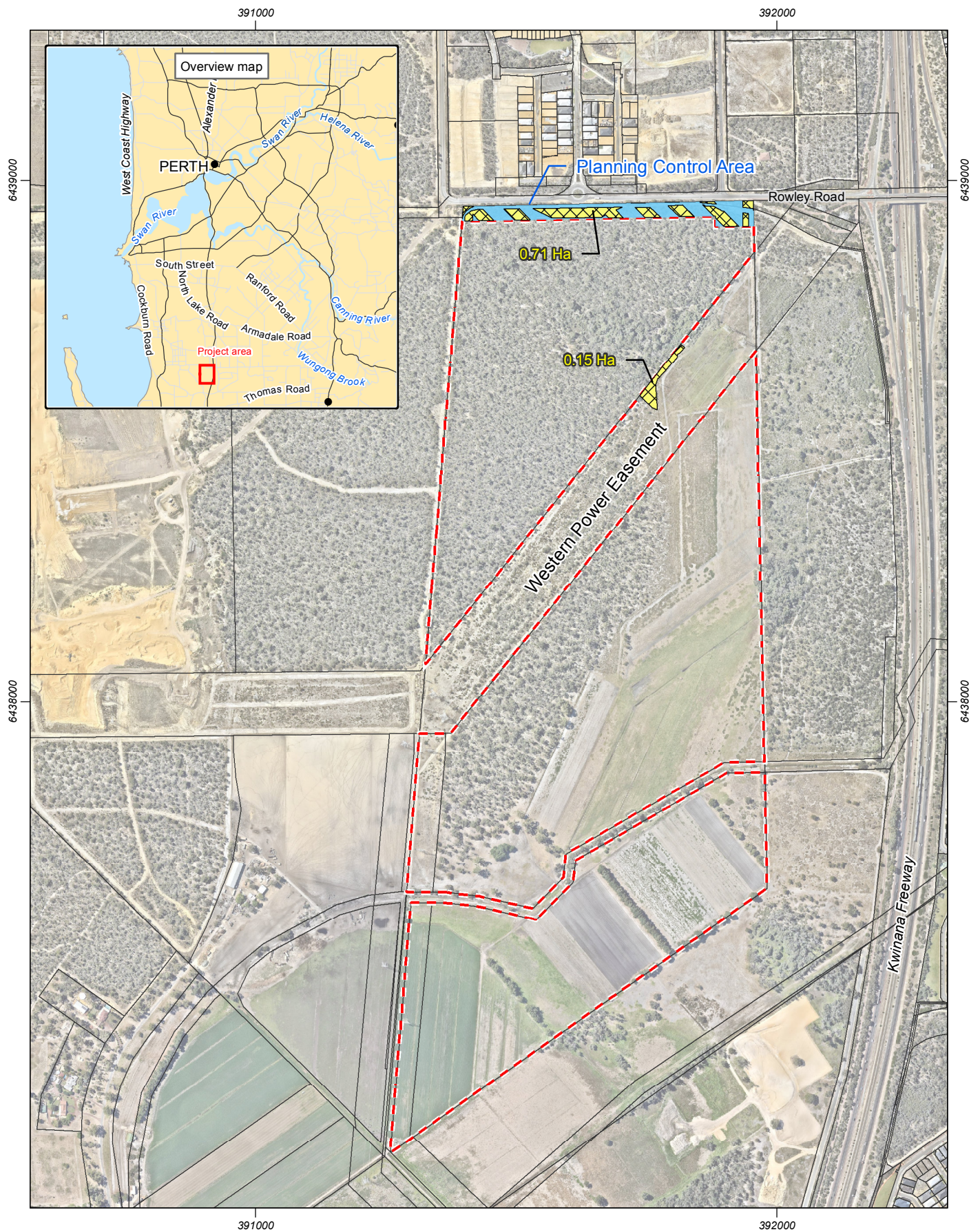


Figure 1: Site location and proposed clearing footprint

Scale 1:10,000 at A4

0 100 200 300 m

Coordinate System: GDA 1994 MGA Zone 50
 Note that positional errors may occur in some areas
 Date: 27/03/2018
 Author: vdlmh

Source: Aerial image: Nearmaps 02/2017;
 Landgate: Cadastre - 07/11/2017.

Path: Q:\Consult\2017\QP\GP\GP17388\01_GIS_documents\ArcMap_documents\QP\GP17388_G025_RevC.mxd

Legend

- Additional clearing area (0.877 ha)
- Planning Control Area (PCA)
- EPBC Act Approval (2014/7126)
- Cadastre

	<p>Heritage (DPLH) that there are significant conservation issues on the site arising from the listing of Banksia Woodlands as a TEC and recommended the DPLH, as the decision maker, could refer the proposal to the EPA, although this advice was not acted upon.</p> <p>The City also has concerns regarding the powerline easement running through the development area as it contains between 3 to 4ha of regenerated Banksia Woodland that is highly likely to be in a condition and size that represents the Banksia Woodland TEC. The LSP and associated subdivision application currently proposes to have houses backing onto the powerline easement on land that has been reduced (cut) by up to 9 metres. This would require that the vegetation in the easement be removed for earth working and bushfire protection but this has not been mentioned in this application.</p>
1.13	Any consultation undertaken on the site was prior to the vegetation on the site being listed as a TEC. The assessment of the original LSP application in 2014 was delayed due to resolution of broader planning matters. Subsequently the vegetation on the site was listed as a Federal TEC. No recognition of the site's conservation significance is made within any of the previous reporting or surveying for the site, much of which is still being used to justify the development.
1.14	State Assessment – at the time of the State Assessment for the proposal (2006) the Banksia Woodlands were not listed as a TEC. The City of Kwinana recommends that additional to DOE assessing the referral against the EPBC Act, the proposal should be referred to the WA EPA for assessment using section 38(5e) of the <i>WA Environmental Protection Act 1986</i> which states: <i>"In the case of a proposal under an assessed scheme, the Authority can only require the referral of the proposal under subsection (5e) if it did not, when it assessed the assessed scheme under Division 3, have sufficient scientific or technical information to enable it to assess the environmental issues raised by the proposal."</i>
1.15.1	<p>The amount of clearing proposed in the power line easement does not correspond to the amount that would be required to implement engineering works and provide for bushfire protection for properties proposed adjacent to the powerline easement.</p> <p>Aerial photography review undertaken by the City of Kwinana indicates that significant vegetation management has not been undertaken since 1983. The vegetation in the easement represents 35 year old regrowth of Banksia Woodland.</p>
1.16	The correct response would be "yes" as the proposed action is directly related to 2014/7126 and 2018/8182, additional to the other referrals made by this proponent in the Mandogalup and Wattleup area. The

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	combined impact of these proposals is considerable in the South Metropolitan area, to the point where an appropriate offset is unlikely to be able to be provided.
2.4.1	<p>Black Cockatoos have been observed feeding on vegetation within the proposal area. The proposal, combined with the other actions locally will significantly impact Black Cockatoos. The Action, combined with other local actions will directly reduce habitat critical to the species.</p> <p>The action, and combined adjacent actions will remove greater than 50% of the TEC in the local area.</p>
3.4	Prominent hill within the site grading quite steeply to a geomorphological wetland within the site. If the Wetland was resurveyed, it is highly likely to be classified as Conservation Category Wetland. The proposal exists within an area of Banksia Woodland TEC that exists over several neighbouring privately owned properties. The properties have not been previously cleared and the tracts of vegetation represent significant flora and fauna habitat.
3.5	This section should correctly read approximately 50% of the site is covered with native vegetation (TEC) that provides habitat for fauna species that are of National Conservation Significance.
3.7	The area of 'Good' condition vegetation within the power line easement is approximately 3-4Ha.
4.1	<p>No on-site mitigation of TEC clearing is proposed.</p> <p>Fauna management is insufficient in that there is little trapping or relocation proposed. Combined with the clearing proposed for adjacent referrals, a composite and holistic fauna management program would need to be developed to mitigate loss of conservation significant species that may be present but not identified due to insufficient reporting undertaken and to mitigate potential human fatalities that could occur from removing large amounts of macro fauna habitat adjacent to major transport routes.</p> <p>The CEMP has not been approved.</p> <p>The amount of cut proposed adjacent to the power line easement, and the impact that bushfire protection will have on the vegetation within the easement has not been considered in the referral.</p>
5.1.4	The response to this section should read "yes".
5.2	The response should be affirmative although the response provided incorrectly perceives that the action should not be considered a controlled action. Based on the development plans provided, there

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	<p>seems to be considerable level changes and the implications on vegetation in the easement have not been considered in the referral.</p> <p>Bushfire implications have not been considered appropriately either (residences are proposed adjacent to the easement).</p>
7.1	<ul style="list-style-type: none"> • Cardno report 2005 is of an age where reliability of the information contained within is significantly reduced. • DoE significant impact guidelines are pre-Banksia Woodlands TEC listing. • Department of Mines, Industry Regulation and Safety Energy guidelines are pre-Banksia Woodlands TEC listing. • The Emerge Associates Fauna Survey 2011 is insufficient to determine fauna impact as the report has not undertaken any trapping to identify elusive species. The number of species present at the site is likely to be more extensive than the list in the report. • Strategen Report 2013 referral of the proposed action (2014/7126) is no longer reliable as the status of vegetation on the site has changed to a TEC which is not discussed in this report.

The City of Kwinana also notes that the Approved Conservation Advice (incorporating listing advice) for the Banksia Woodlands of the Swan Coastal Plain Ecological Community (2016) (Conservation Advice) for Banksia Woodlands specifically identifies that offsets are an ineffective and inappropriate mechanism that should not be used to mitigate impacts to this Threatened Ecological Community. The City would like to emphasize that the proposal's mitigation options do not align with the Conservation Advice for Banksia Woodlands of the Swan Coastal Plain which conveyed and ranked (Protect, Restore, Communicate and Support) some clear messages to decision makers being:

- Retention is more practical than revegetation;
- Prevent further clearance and fragmentation;
- Liaise with Local Governments and State Authorities to ensure cumulative impacts are considered;
- Ensure corridors are retained;
- Avoid the requirement for offsetting; and
- Restore.

Section 5.4 advises that offsets, for a variety of reasons are inappropriate and a last resort but it would seem that the Conservation Advice is being overlooked, resulting in the loss of protected habitat.

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The City of Kwinana considers the action to be a controlled action and that any subsequent proposed decision on the action, or any conditions imposed if the decision of the Minister is to approve the action, will attract further comment from the City of Kwinana.

Yours Sincerely

Carol Adams
Mayor
City of Kwinana

Administration

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15 Reports – Built Infrastructure

15.1 Variation to Contract 632KWN17 - Bertram Oval Modular Club Facility and Smirks Cottage Universally Accessible Toilet (UAT)

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

This report seeks Council approval to vary tendered contract 632KWN17 - Bertram Oval Modular Club Facility and Smirk's Cottage Universally Accessible Toilet. The contract variation is required to allow for an improved community outcome, following the review of the finalised building design. The Chief Executive Officer's delegation is limited to a variation of no more than 10% of the contract price. In this case, the variation is 11%, so a decision of Council is required.

The contract was awarded to Fleetwood, under delegation, for the design and construction of a modular club facility on Bertram Oval, Bertram, and a modular universally accessible toilet facility at Smirk's Cottage, Medina. The tendered contract was based on a high level concept design, requiring refinement and finalisation as part of the contract.

Following review of the finalised detailed design, it was determined that the building layout for the modular club facility on Bertram Oval, Bertram, did not take advantage of the opportunity to include a change room facility and meeting room. To address this perceived deficiency, City Officer requested the contractor to adjust the building layout, resulting in a reduced area for overall storage, and two new rooms, that will be converted to change rooms and a meeting room as part of a future contract. Other adjustments include the installation of a storage cage, within one of the storerooms, and alterations to the verandah, to provide additional weather protection. The adjusted building floorplan is the same size as was tendered. Attachments A and B include the original concept drawing and the refined floor plan.

The requested changes are in accordance with the tendered scope and do not constitute a fundamental change to the contract. The result of the variation is an increase in the contract value by 11% (\$259,080 to \$287,770). The adjusted contract value is significantly under budget as detailed in the Financial Implications section of this report. It is recommended that Council approve the contract variation.

OFFICER RECOMMENDATION:

That Council approves the variation of \$28,690.30 (ex. GST) to contract 632KWN17, increasing the total contract value to \$287,770.30 (ex. GST).

15.1 VARIATION TO CONTRACT 632KWN17 - BERTRAM OVAL MODULAR CLUB FACILITY AND SMIRKS COTTAGE UNIVERSALLY ACCESSIBLE TOILET (UAT)

DISCUSSION:

The City of Kwinana's Long Term Financial Plan and Community Infrastructure Plan outlined the need for a sporting pavilion on Bertram Oval. These plans recognised that there were no sporting clubs regularly playing at the oval, but identified a need for such a facility at the venue for future provision of facilities for community sport, support of the local primary school and facilities for general community use. This lack of infrastructure was recognised as being a potential barrier for community development and growth of local sporting groups for the area. To provide this opportunity funds were allocated for the construction of a modular club facility, in the 2017/18 budget.

The City of Kwinana invited tenders from suitably qualified and experienced construction contractors to undertake building construction works, for the provision of a modular club facility on Bertram Oval, Bertram, and a modular construction unisex accessible toilet facility at Beacham Crescent, Medina. The contract was awarded to Fleetwood for the lump sum price of \$258,177 (ex. GST), in accordance with the special and general conditions of contract, specifications, tender submission, clarifications and schedule of rates.

The design and construct nature of the project provided tenderers with the ability to present a design option. The design provided by all tenderers was based on the initial concept plan developed during the Community Infrastructure Plan, finalised in 2014/15 (Attachment A). The tendered contract required the concept design to be refined, and provided for some price variation, if required, as the design was refined. Through the design refinement process, it was determined that there was a need to convert some of the allocated space to change rooms and a meeting room.

The intent of the project is to deliver a purpose built facility to the community. Accordingly, as the original high level concept did not cater for the practical needs of a sporting pavilion, it was necessary to refine the design, to ensure the correct outcome is delivered. However, the Council is also bound by the *Local Government Act 1995* and associated Regulations. A key restriction, on Local Government, is to prevent a contract variation, post entering into of a tendered contract, if the variation varies the scope [*Local Government (Functions and General) Regulations 1996: Reg 21A (Regulations)*]. Accordingly if a variation proposes to change the deliverable, so that it does not accord with the written scope within the tender, it would not be permitted by the Regulations. The contract was awarded for the delivery of toilets, kiosk and storage rooms as specified in the tender scope and concept plan. However, the community need from the facility is to include change rooms and a meeting room. To deliver this outcome and ensure any proposed variation to the contract is within the limit set by the Regulations, the variation has been limited to altering the floor plan to create an additional two storage spaces, in the space of a single storage space. As a separate contract the interior of three of the storage spaces will be fitted out to create a meeting room and change rooms. The further work will require additional floor coverings, such as linoleum and tiling, benches and clothes hooks. As the change rooms do not include showers, toilets or basins, the retrofit, to convert the storage rooms into change rooms, is minor. However, as the building will be prefabricated, it is most efficient and cost effective to include the floor layout adjustment in the current contract, for delivery at the time of construction.

15.1 VARIATION TO CONTRACT 632KWN17 - BERTRAM OVAL MODULAR CLUB FACILITY AND SMIRKS COTTAGE UNIVERSALLY ACCESSIBLE TOILET (UAT)

LEGAL/POLICY IMPLICATIONS:

Local Government (Functions and General) Regulations 1996 – provide provisions for the tendering of goods and services. Regulation 21A requires that any variation to a tendered contract, following the entering into of a contract, does not vary the original tender scope.

21A. Varying a contract for the supply of goods or services

If a local government has entered into a contract for the supply of goods or services with a successful tenderer, the contract must not be varied unless –

- (a) *the variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or*
- (b) *the variation is a renewal or extension of the term of the contract as described in regulation 11(2)(i).*

City of Kwinana Policy – Tender Management, which states:

Variation after Contract Commencement

A request for a variation outside the original terms and conditions and price variation mechanism during the contract term must be approved by the Chief Executive Officer or Council under the appropriate delegation and must not exceed the following requirements:

1. Does not alter the nature of the goods and/or services procured;
2. Does not materially alter the specification or structure provided for by the initial tender; and
3. Is less than 10% of the contract price.

For additional works not outlined in the contract that could result in a variation to the existing contract due to unforeseen circumstances can be tendered for those particular works.

FINANCIAL/BUDGET IMPLICATIONS:

Budget:	\$774,000.00
Original Contract Value:	\$258,177.00
Amended Contract Value:	\$287,770.30

The \$774,000 budget is the combined allocation for the Bertram Oval Modular Club Facility and Smirks Cottage Universally Accessible Toilet. The Bertram Oval Modular Club Facility forms part of the City's Developer Contribution Arrangements.

ASSET MANAGEMENT IMPLICATIONS:

Ongoing maintenance and renewal costs for new Bertram Oval Club Facility have been factored into the Building Asset Management Plan and Long Term Financial Plan.

15.1 VARIATION TO CONTRACT 632KWN17 - BERTRAM OVAL MODULAR CLUB FACILITY AND SMIRKS COTTAGE UNIVERSALLY ACCESSIBLE TOILET (UAT)

ENVIRONMENTAL IMPLICATIONS:

The building is designed to incorporate Council's Green Building Policy requirements and the design has been assessed by the City's Sustainability Officer.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and/or Corporate Business Plan.

Plan	Outcome	Objective
Strategic Community Plan 2017-2027	4.1: Great Public Places	4.1 Residents are provided with a range of multifunctional community places and accessible recreation facilities
Corporate Business Plan 2017-2022	Great Public Spaces	4.1.7 Design and Construct a Community Sports Building in Bertram

COMMUNITY ENGAGEMENT:

Community engagement has taken place in the following forms:

- Local Community Meeting for surrounding residents – nil attendance.
- Consultation with the South Bertram Cricket Club and their requirements as well as discussions with the Kwinana Junior Knights Football Club and the need to meet the demand for Australian Rules Football from residents in the Bertram area.
- The City also analysed population and growth data as part of its Community Infrastructure planning process.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	City risks breaching the <i>Regulations</i> – change of contract scope
Risk Theme	Failure to fulfil statutory requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Project
Consequence	Insignificant

15.1 VARIATION TO CONTRACT 632KWN17 - BERTRAM OVAL MODULAR CLUB FACILITY AND SMIRKS COTTAGE UNIVERSALLY ACCESSIBLE TOILET (UAT)

Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Ensure that scope of works is adequately documented and agreed prior to tender award. Limit contract variation to within the tendered scope definition.
Rating (after treatment)	Low

COUNCIL DECISION

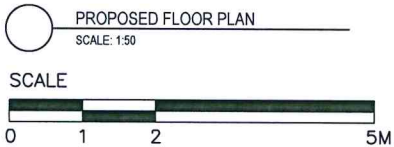
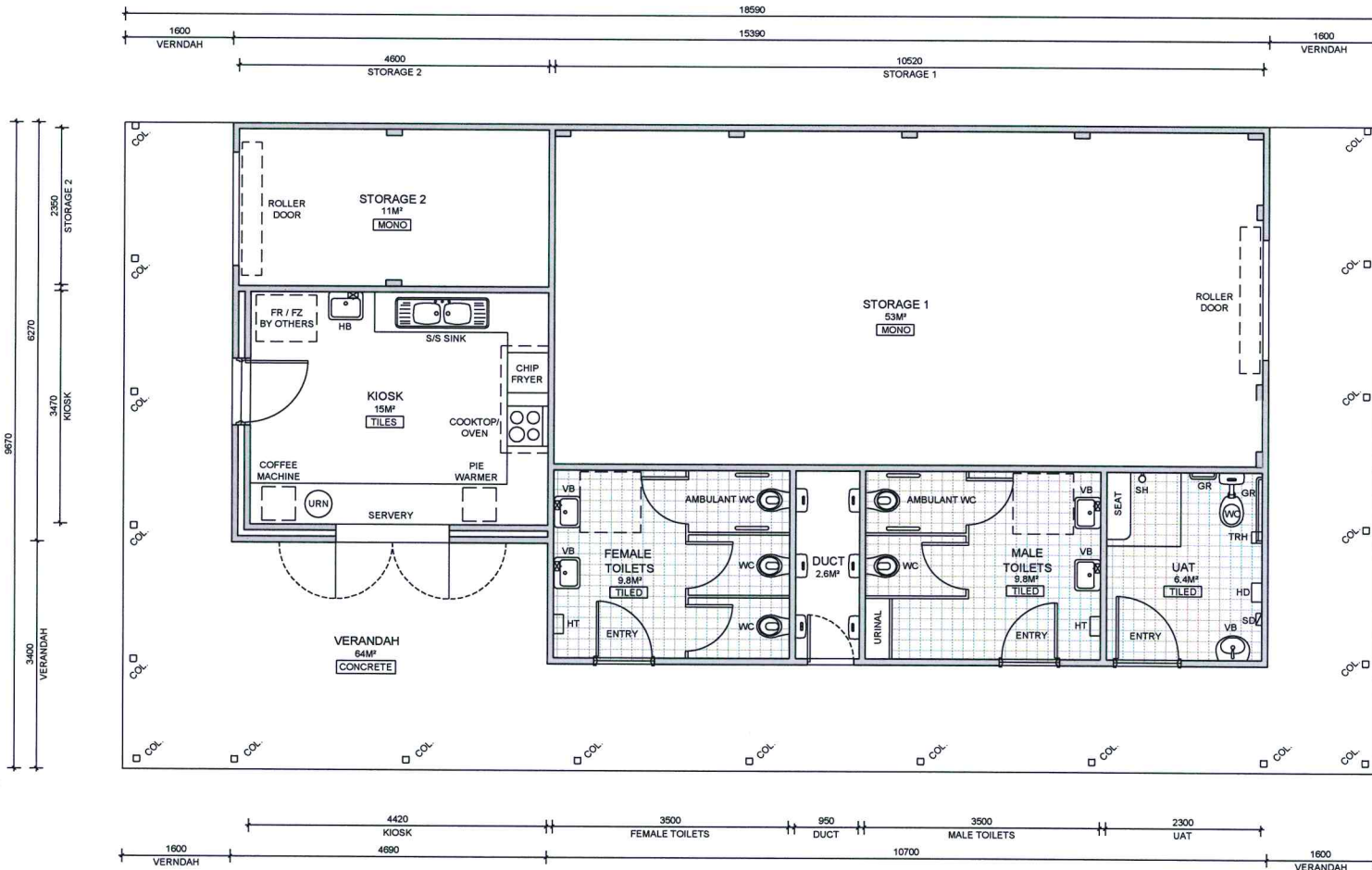
144

MOVED CR D WOOD

SECONDED CR M KEARNEY

That Council approves the variation of \$28,690.30 (ex. GST) to contract 632KWN17, increasing the total contract value to \$287,770.30 (ex. GST).

**CARRIED
7/0**



AREA SCHEDULE	
STORE 1	53sqm
STORE 2	11sqm
KIOSK	15sqm
MALE TOILET	10sqm
FEMALE TOILET	10sqm
UNIVERSAL ACCESS TOILET	6sqm
DUCT	3sqm
VERANDAH	84sqm
GROSS BUILDING AREA	115sqm
FINISHES SCHEDULE	
GENERAL:	
EXTERNAL WALL FINISH - RENDERED AND PAINTED BRICKWORK	
ROOF - COLORBOND ROOF AND GUTTERS TO TIMBER FRAMED ROOF CONSTRUCTION	
COLUMNS - GALVANISED STEEL	
STORAGE 1 AND 2 -	
INTERNAL FLOOR FINISH - MONO. CONCRETE	
INTERNAL WALL FINISH - FAIR FACE BRICKWORK	
INTERNAL CEILING FINISH - NO CEILING REQUIRED	
ROLLER DOOR - COLORBOND ROLLER DOOR (MANUAL)	
FEMALE, MALE AND AUT TOILETS -	
INTERNAL FLOOR FINISHES - TILED	
INTERNAL WALL FINISHES - FULL HEIGHT TILING	
INTERNAL CEILING FINISHES - COLORBOND CUSTOMORB	
EXTERNAL DOORS - EXTERNAL SOLID CORE DOORS WITH METAL FINISH	
KIOSK-	
INTERNAL FLOOR FINISH - TILES	
INTERNAL WALL - FULL HEIGHT TILING	
INTERNAL CEILING FINISHES - PLASTERBOARD	
EXTERNAL DOORS - EXTERNAL SOLID CORE DOORS WITH METAL FINISH	
DUCT:	
INTERNAL FLOOR FINISH - BLUE METAL (CONCRETE NOT REQUIRED)	
INTERNAL WALL FINISH - FAIR FACE BRICKWORK	
INTERNAL CEILING FINISH - NO CEILING REQUIRED	
EXTERNAL DOORS - EXTERNAL SOLID CORE DOORS WITH METAL FINISH	
VERANDAH:	
EXTERNAL FLOOR FINISH - CONCRETE	
CEILING FINISH - COLORBOND LINING	
ROOF STRUCTURE - GALVANISED STEEL	
SERVICES:	
MAINS SEWER & POWER	
PASSIVE VENTILATION TO TOILETS & STORES	
MECHANICAL EXHAUST TO KIOSK	

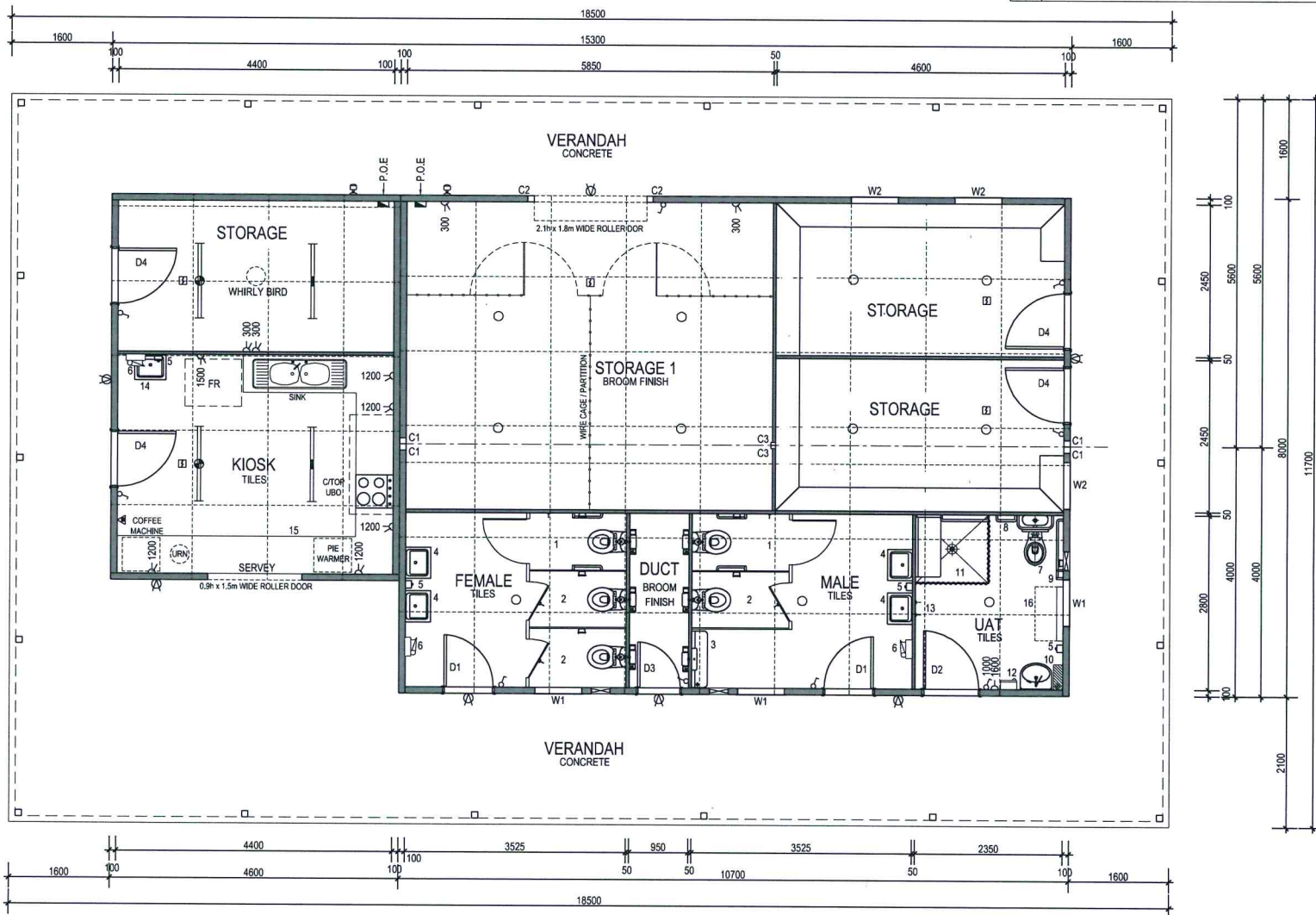
revision/issue	description	drawn	checked	date
project	KWINANA PUBLIC TOILETS, STORAGE & KIOSK	drawn	description	
location	KWINANA	RH	PROPOSED FLOOR PLAN	
		checked	NP	
		scale	date	
		1:50	12.06.15	
		project no	41.15	SK01
		dwg no		REV

Hodge Collard Preston
ARCHITECTS

Third Floor, 38 Richardson Street,
West Perth, WA 6005
PO Box 743, West Perth, WA 6872
Ph: (08) 9322 5144
Fax: (08) 9322 5740
Email: admin@hpcperch.com

NOTES:

1. SOLAR HOT WATER TO KIOSK AND SHOWER ONLY.
2. LIGHTING TO PUBLIC AREAS TO BE VANDAL RESISTANT.



AREA m ² :	
BUILDING	- 114.12m ²
VERANDAH	- 63.48m ²
TOTAL	= 177.60m ²
CEILING HEIGHT	- 2.700m

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					DRAWN BY	DATE
					AP	06.10.17
C	ISSUED FOR APPROVAL		AP	23.01.18	THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.	
B	BABY CHANGE STATION		AP	08.10.17		
A	ISSUED FOR REVIEW		AP	08.10.17		
REV	DESCRIPTION	Drawn by	Date	DATE	DO NOT SCALE. REFER TO DIMENSIONS ONLY.	

		CLIENT: CITY OF KWINANA	
1202 ABERNETHY RD, PERTH AIRPORT, WA 6105 PH: (08) 9281 7500; FAX: (08) 9281 7580 WEBSITE: www.fleetwood.com.au		LOCATION: BERTRAM OVAL, MANGART RD, BERTRAM	
		BUILDING: CLUB FACILITIES	
INTERSTATE BRANCHES: 9-11 WOOD ST, BENDIGO, VIC 3550 PH: 1800 123 272		TITLE: FLOR PLAN	
41-55 PLATINUM ST, CRESTMEAD, NSW 1595 PH: 1800 123 272	58 MCARTHUR RD, BERKHAM, NT 0820 PH: 1800 400 490 FAX: 1800 123 272	QUOTE NUMBER: SQ12353-B01	DRAWING NUMBER: A-101
		JOB NUMBER: P4890-55	REVISION: C

15.2 Parking Restrictions on Dargin Place, Orelia at Gilmore College

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The purpose of this report is for Elected Members to consider the implementation of parking restrictions along a portion of Dargin Place, at Gilmore College in Orelia. A request has been received from Gilmore College to introduce drop off/pick up zones through parking restrictions, at existing on street parking bays on Dargin Place, to address traffic congestion, road safety issues and increased parking demand.

The on street parking bays, along Dargin Place, along with those on Berthold Street, were constructed during the construction of Gilmore College, for the purpose of providing on street parking facilities for the school to assist student drop off and pick up. In order to improve the parking turnover, and surrounding road network traffic conditions, it is proposed to regulate, by signs, the long term parking of any vehicle on parts of Dargin Place, during peak times.

OFFICER RECOMMENDATION:

That Council, in accordance with clause 1.8 of the City of Kwinana *Parking and Parking Facilities Local Law 2010*, approve implementation of parking restrictions on street parking along sections of Dargin Place, in Orelia, as shown on Attachment A.

DISCUSSION:

Gilmore College middle and senior schools were officially opened in 2008. Since the opening of Gilmore College, the student intake has been rising, and as of semester one in 2018, the total number of students enrolled is 1,082. This student growth has resulted in an increase in traffic and the school is looking at ways to manage the congestion. As a result of this growth in student numbers, the City of Kwinana has received a complaint regarding queueing vehicles on Dargin Place, from the Gilmore College visitor car park, up to the Sulphur Road and Meares Avenue roundabout, resulting in further impact and traffic congestion to the surrounding road network.

In response to the complaint, site visits were undertaken to examine the existing site and determine its suitability and operation during school drop off and pick up times. During the site visits, it was evident that, for a period of approximately 10 minutes from school finish, the on street parking bays are all occupied on Dargin Place and traffic queues from the visitors' car park, with traffic then backing up along Dargin Place into Sulphur Road. During the morning drop off peak, the parking bays also fill and Dargin Place becomes congested. Although not authorised by the school, parents use the visitors' car park as an informal drop off/pick up zone. However, as it is not easy to pass other cars in the visitors' car park, vehicles become trapped, until each car in front has moved on. The resulting congestion along Dargin Place can result in the Sulphur Road and Meares Avenue roundabout becoming congested for a short period of time.

15.2 PARKING RESTRICTIONS ON DARGIN PLACE, ORELIA AT GILMORE COLLEGE

In discussions with the school, it was agreed that the congestion problem can be addressed through the installation of formal drop off/pick up zones on Dargin Place, and the closure of the car park entrance during peak times. Accordingly, it is proposed to implement, at the locations depicted in Attachment A, 'No Parking' signs with day and time restrictions applicable during 'School Days' between the hours of '7:30 – 9:00 AM' and '2:30 – 4:00 PM'. During the parking restricted days and times, traffic is permitted to complete the drop off or pickup of passengers or goods within two minutes of stopping the vehicle in the bay. If this period of parking is exceeded, penalties may apply if enforcement is pursued. However, the school has undertaken to actively promote these new arrangements and it is anticipated that enforcement requirements should be minimal. The signs would also include the wording "Drop Off and Pickup Zone", to ensure clarity of the intent of the zone.

Using this approach, it will encourage traffic to keep moving and reduce the traffic backing up along the road. Cars will not become trapped, as they will be able to pull out from the drop off/pick up zone, even if the car in front is still in the process of dropping off or picking up. With the location of a roundabout at both ends of Dargin Place, where a vehicle is unable to drop off or pick up, they can continue to the roundabout, complete a U-turn, and then use the drop off/pick up zone on the other side.

LEGAL/POLICY IMPLICATIONS:

The proposed parking restriction signs design and implementation are in accordance with the *Road Traffic Code 2000 (Code)*, Australian Standard 1742.11 – Parking Controls, and the City's *Parking and Parking Facilities Local Law 2010 (Local Law)*.

Under the *Local Law*, (Clause 5.1 (2) (a)), a driver is not allowed to stop on a portion of a carriageway to which a no parking sign applies, unless '*...dropping off, or picking up, passengers or goods...*'. This clause is a mirror of the *Code*, which also limits the period of time to drop off or pickup, to two minutes.

FINANCIAL/BUDGET IMPLICATIONS:

The approximate cost of supply and installation of 14 parking restriction signs will be \$548.00 excluding GST. The required funding can be sourced from the capital budget account for Traffic Calming Devices WO 12563.

ASSET MANAGEMENT IMPLICATIONS:

The parking restriction signs will be owned and maintained by the City of Kwinana. The whole of life cost of the signs will be negligible.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications that have been identified as a result of this report or the recommendations.

15.2 PARKING RESTRICTIONS ON DARGIN PLACE, ORELIA AT GILMORE COLLEGE**STRATEGIC/SOCIAL IMPLICATIONS:**

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan and/or Corporate Business Plan.

Plan	Outcome	Objective
Strategic Community Plan 2017 - 2027	A connected transport network	4.6 Provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system

The recommendations in this report will ultimately increase the amenity and safety of the area adjacent and fronting the school.

COMMUNITY ENGAGEMENT:

The land adjacent to Dargin Place, on both sides, is owned by the Education Department. As the parking solution was developed in consultation with the school, and land in the vicinity of the proposed parking restrictions is owned by the Education Department, no further consultation has been deemed necessary. The school will continue to educate parents through newsletters.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Non-compliance with the new parking regime, resulting in traffic issues.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Reputation
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	School education programme. Enforcement action, if problems emerge.
Rating (after treatment)	Low

15.2 PARKING RESTRICTIONS ON DARGIN PLACE, ORELIA AT GILMORE COLLEGE

COUNCIL DECISION

145

MOVED CR S MILLS

SECONDED CR M ROWSE

That Council, in accordance with clause 1.8 of the City of Kwinana *Parking and Parking Facilities Local Law 2010*, approve implementation of parking restrictions on street parking along sections of Dargin Place, in Orelia, as shown on Attachment A.

**CARRIED
7/0**



ASSOCIATE CONSULTANT:		PROJECT:	PROPOSED PARKING RESTRICTION DARGIN PLACE, ORELIA		SCALE	1:1000 (A1)		DRAWING TITLE			
		ADDRESS:	Cnr Gilmore Avenue and Sulphur Road, Kwinana WA 6167		DESIGN	G.B.	CHECK	D.E.	PARKING RESTRICTION PLAN SIGN LOCATION DETAIL		
		PHONE:	(08) 9439 0200		DRAWN	G.B.	DATE	04/18			
		FAX:	(08) 9439 0222		AUTHORISED (MANAGER ENGINEERING SERVICES)				FILE NO.	18-062	
	EMAIL:	admin@kwinana.wa.gov.au						DRAWING NUMBER	18-062-01	REVISION	A
	WEB:	http://www.kwinana.wa.gov.au					R.NAJAFZADEH				

15.3 Consideration to Adopt Scheme Amendment No. 132 to Modify Development Contribution Area 1 and the relevant Development Contributions Plan to include the Bollard Bulrush area and a number of landholdings in adjacent areas of Wellard West and Parmelia

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The purpose of this report is for Council to consider adopting Scheme Amendment 132 (Amendment) to the City of Kwinana Local Planning Scheme No. 2 (LPS2) in order to modify Development Contribution Area 1 (DCA1). The Amendment seeks to modify the boundary of DCA1 to include the Bollard Bulrush area and a number of adjacent landholdings in Wellard West and Parmelia (refer Attachment A) as well as to amend the relevant Development Contribution Plan (DCP) under Schedule V of the Scheme.

Amendment 132 to LPS2 was initiated by Council resolution on 27 June 2012. Following advice from the Environmental Protection Authority (EPA) that no formal assessment was required, Amendment 132 was advertised between 27 August 2012 and 5 October 2012 with 15 submissions received by the City. On 10 April 2013, Council considered the submissions received and resolved to adopt Amendment 132 with modifications.

On 13 September 2016, the Western Australian Planning Commission (WAPC) advised the City that the modifications to complete Amendment 132 were significant and required re-advertising. The following specific advice was provided in this regard:

- a) *The amendment is required to be re-advertised as Development Contribution Plan 1 (DCP 1) is inconsistent with the format and content requirements of State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP3.6), in particular:*
 - i. *Traffic modelling to be prepared to apportion demand within the various methodology areas;*
 - ii. *Estimated costs for infrastructure and administrative items be prepared and publically advertised; and*
 - iii. *DCP 1 is to be reformatted consistent with the model text in SPP3.6.*
- b) *The upgrading of the Peel Main Drain and the preparation of a strategic wetland management plan for Bollard Bulrush wetland are not considered to be common infrastructure works that can be funded by a development contribution plan in accordance with SPP3.6. The need/nexus for these infrastructure items has not been adequately demonstrated and the City should reconsider the inclusion of these items prior to re-advertising the amendment.*
- c) *The timeframe for consideration of submissions and providing a recommendation under Regulation 46(2)(b) is 60 days.*

In accordance with the advice from the WAPC referenced above, the modified Amendment was re-advertised between 31 March 2017 and 12 May 2017.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

In response to the eight submissions received on behalf of landholdings within the proposed expanded DCA1 area, a number of further modifications to Amendment 132 to Schedule V of LPS2 are proposed by City Officers (refer to Discussion section of this report for a more detailed analysis of the submissions received). It must be noted that all of the modifications proposed are in response to the submissions and therefore it is not considered necessary to re-advertise Amendment 132 prior to adopting the amendment and forwarding it to the WAPC for final assessment. These proposed modifications have been discussed with Officers from the Department of Planning, Lands and Heritage, and were also presented to Councillors at the 26 March 2018 Elected Member Forum.

While re-advertising of Amendment 132 is an option available to Council under the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council should also be aware that the Minister for Planning can direct the City to re-advertise the Amendment. However, City Officers do not consider there are grounds for this to occur in this instance, particularly in light of previous discussions held with Officers from the Department of Planning, Lands and Heritage, who indicated that re-advertising of the Amendment with the proposed further modifications was considered unnecessary.

It is thus recommended that Council:

1. Consider the submissions received on Amendment 132 and resolve to endorse or note the submissions as detailed in Attachment B to this report;
2. Adopt Amendment 132 with the modifications as per the Officer Recommendation;
3. Adopt the accompanying traffic modelling report;
4. Determine not to re-advertise the modifications to Amendment 132; and
5. Authorise the City's CEO to prepare a draft Cost Apportionment Schedule, taking into account historical lot data, existing development as at 27 June 2012 and the City's proportional contribution towards the various infrastructure items. Upon gazettal of Amendment 132 and prior to Council adoption of the Cost Apportionment Schedule, the City shall liaise with affected landowners within the Amendment 132 area on the draft Cost Apportionment Schedule.

Once the traffic modelling report is adopted, it will be 'locked' in, with the modelling results to determine the fixed share of traffic generation from land within the relevant infrastructure catchments. The traffic figures will be applied to the proportional cost contributions for each landholding and will thus be utilised in the preparation of the annual Cost Apportionment Schedule.

OFFICER RECOMMENDATION:

That Council:

1. Endorses the schedule of submissions prepared in respect of Amendment No. 132 to City of Kwinana Local Planning Scheme No. 2 contained in Attachment B.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

2. Adopts Local Planning Scheme Amendment 132 as per Attachment C to include:
 - i. Amended Development Contribution Area 1 to include the Bollard Bulrush area and adjacent areas within Wellard, Bertram and Parmelia as per Attachment A, plan 2;
 - ii. Modified Development Contribution Plan for DCA1 that includes new infrastructure items relevant to the amended DCA1 boundary, the inclusion of administration costs (1.3 and 2.3), traffic modelling report reference (3.2), DCP and cost review process (6.1), calculation of cost contribution liability (3.3) the inclusion of definition of terms (3.4), period of operation (4.1) and the priority and timing of infrastructure items (5.1) in accordance with Attachment C of this report;
 - iii. Revised methodology for calculation of cost contribution liability from the existing net developable land area to estimated future lot yield as used in the traffic modelling report.
 - iv. Amended Scheme Map accordingly.
3. In pursuance of Clause 6.17.4.9 of LPS2, forward to the Commission:
 - i. The endorsed Schedule of Submissions at Attachment B (containing a summary of all submissions and comments received in respect of the Scheme Amendment, and Council's resolution in relation to this);
 - ii. Council's recommendation to the Western Australian Planning Commission to approve the proposed Scheme Amendment;
 - iii. Traffic Modelling Report at Attachment E and accompanying Schedule of Submissions at Attachment F;
 - iv. Any other information that may be relevant to the Western Australian Planning Commission's determination of the Proposed Scheme Amendment.
4. Endorse the Mayor and CEO to sign and seal the Amendment 132 documentation and submit to the Western Australian Planning Commission, with a request for the endorsement of final approval by the Hon. Minister for Planning.
5. Authorise the City's CEO to prepare a draft Cost Apportionment Schedule, taking into account historical lot data, existing development as at 27 June 2012 and the City's proportional contribution towards the various infrastructure items. Upon gazettal of Amendment 132 and prior to Council adoption of the Cost Apportionment Schedule, the City shall liaise with affected landowners within the Amendment 132 area on the draft Cost Apportionment Schedule.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

BACKGROUND

Land Status

Metropolitan Region Scheme:	Predominately Urban, Urban Deferred and Rural
Local Planning Scheme No. 2:	Various Residential densities (generally between R20 and R50), Development Zone and Rural A
Landowner:	Various
Proponent:	City of Kwinana

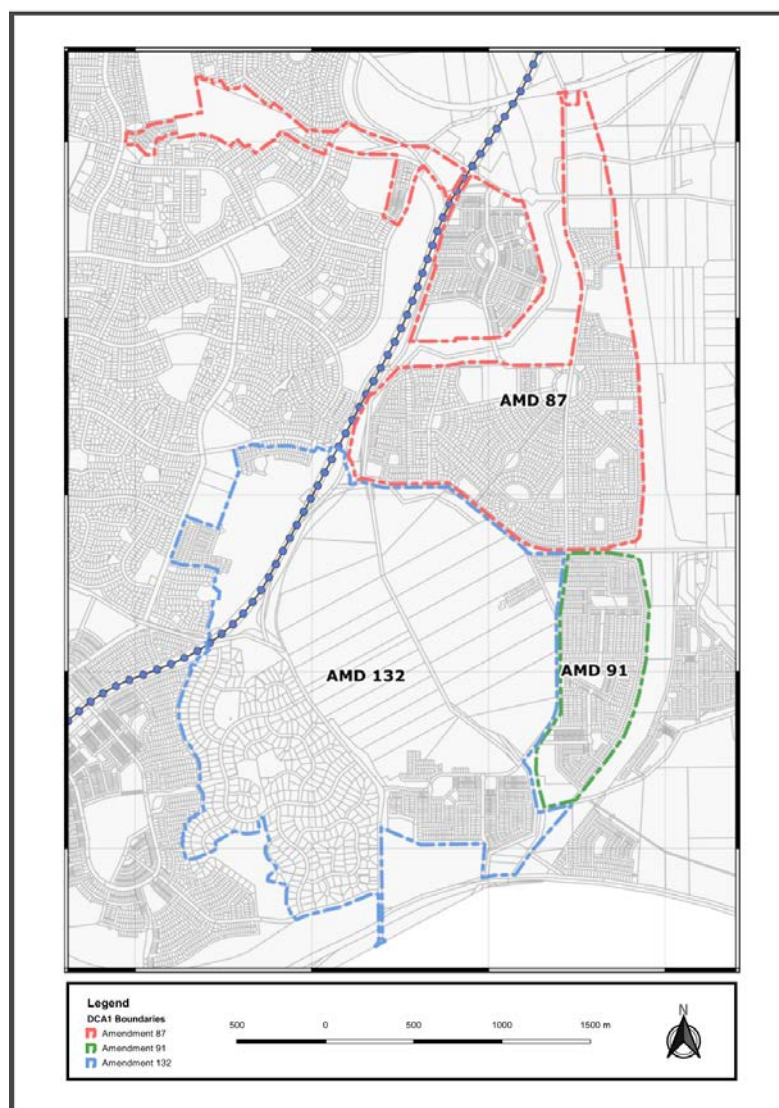


Figure 1 - Historical Plan of DCA1 amendments

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Scheme Amendments 87 and 91

Council introduced DCA1 into LPS2 in 2004 via Scheme Amendment No. 87 (as shown on Figure 1 above) to ensure the coordinated provision of funding of infrastructure in future development areas in the Bertram locality. DCA1 was the first contribution scheme initiated by Council and focused on the new developments at Bertram and Belgravia Waters. It included contributions towards:

1. Construction of Sulphur Road Bridge;
2. Johnson Road upgrade;
3. Johnson Road Dual Use Paths;
4. Road linkages across the Parks and Recreation (P&R) Reserve in Bertram;
5. Bertram Road/Mortimer Road upgrade; and
6. Nutrient Stripping Basin north of Bertram Road and associated water feature.

It must be noted that contributing landowners within DCA1 in the context of Amendment 87 were not required to contribute to administration costs.

LPS2 was amended further in 2007 (via Scheme Amendment No. 91) to include additional landholdings within DCA1. This included the Emerald Park Estate and adjoining landholdings and expanded contributions for certain landholdings towards the southern extensions of Johnson Road. Additional infrastructure items introduced via Amendment 91 included the upgrade of Johnson Road south of Bertram Road and north of Millar Road (including the undergrounding of powerlines along Johnson Road, south of Bertram Road and north of Millar Road and dual use paths along the eastern side of Johnson Road).

Similarly to Amendment 87, contributing landowners within DCA1 in the context of Amendment 91 were not required to contribute to administration costs.

The scheme was to operate for five years from the date of gazettal of that Amendment. There have been a number of operational timeframe extensions since June 2012 to allow time for Amendment 132 to be gazetted, which will replace the current Schedule V in LPS2 for the DCA1.

As it currently stands, without the gazettal of Amendment 132, DCA1 includes the following items for which development contributions have been sought:

1. **Item A** - Construction of the Sulphur Road Bridge (over the railway);
2. **Item B** - Development of a stormwater and nutrient stripping basin for Casuarina and Peel Main Drain north of Bertram Road;
3. **Item C** - Upgrading Bertram/Mortimer Roads (between the Kwinana Freeway to Challenger Avenue) to appropriate urban standard including the intersection with Johnson Road;
4. **Items D and E** - Upgrading of Johnson Road from Holden Close to Bertram Road;
5. **Item F** - Dual Use Paths along Johnson Road;
6. **Item G, H & L** - Upgrading of Johnson Road south of Bertram/Mortimer Roads to Millar Road to an urban standard including undergrounding of power and two roundabouts; and

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

7. **Item I** - The construction of two road linkages across the Parks and Recreation reserves in the Bertram locality reflected on the approved Casuarina Structure Plan.

It must be noted that of the two road linkages originally proposed across the Parks and Recreation Reserve, only one linkage road has been constructed to date. It is not anticipated that the second road linkage is needed and is recommended to be deleted within Amendment 132.

With regard to administration costs incurred by the City for the period from initiation of Amendment 87 up until initiation of Amendment 132 (that is for the period when 'Administration Costs' were not included as a DCP item), the City has committed to covering these costs.

Amendment 132 initiation (2012) and adoption (2013)

Amendment 132 to LPS2 was initiated by Council resolution on 27 June 2012. Following advice from the EPA that no formal assessment was required, Amendment 132 was advertised between 27 August 2012 and 5 October 2012 with 15 submissions received by the City. On 10 April 2013, Council considered the submissions received and resolved to adopt Amendment 132 with modifications.

The modifications made to the advertised version of Amendment 132 are summarised as follows:

1. Introduction of definitions for a number of terms into the DCP
2. Requirement for traffic modelling to apportion costs for items:
 - a) Sulphur Road Bridge
 - b) Upgrades to Bertram Road (between Challenger Avenue and Wellard Road)
 - c) Upgrades to Wellard Road (between Bertram Road and Millar Road)
3. Introduction of specific contribution catchment areas and timing 'triggers' for:
 - a) Upgrades to Bertram/Mortimer Roads between Kwinana Freeway and Challenger Avenue
 - b) Upgrades to Johnson Road (south of Bertram Road)
 - c) Upgrades to Wellard Road (between Bertram Road and Millar Road)
 - d) Culvert crossing over Peel Main Drain (between Lots 661 and 670 Bertram Road – northern side of Bollard Bulrush)
 - e) Culvert crossing over Peel Main Drain for realigned Johnson Road
 - f) Strategic Wetland Management and Recreational Plan for Bollard Bulrush Wetland and buffers
 - g) Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer)
5. Further detail on the items:
 - a) Strategic Wetland Management and Recreational Plan for Bollard Bulrush Wetland and buffers
 - b) Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer)
6. Clarification of what items have already been constructed

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Advice from the WAPC (2016)

On 13 September 2016, the WAPC advised the City that the modifications to complete Amendment 132 were significant and required re-advertising. The following specific advice was provided in this regard:

- a) *The amendment is required to be re-advertised as Development Contribution Plan 1 (DCP 1) is inconsistent with the format and content requirements of State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP3.6), in particular:*
 - i. *Traffic modelling to be prepared to apportion demand within the various methodology areas;*
 - ii. *Estimated costs for infrastructure and administrative items be prepared and publically advertised; and*
 - iii. *DCP 1 is to be reformatted consistent with the model text in SPP3.6.*
- b) *The upgrading of the Peel Main Drain and the preparation of a strategic wetland management plan for Bollard Bulrush wetland are not considered to be common infrastructure works that can be funded by a development contribution plan in accordance with SPP3.6. The need/nexus for these infrastructure items has not been adequately demonstrated and the City should reconsider the inclusion of these items prior to re-advertising the amendment.*
- c) *The timeframe for consideration of submissions and providing a recommendation under Regulation 46(2)(b) is 60 days.*

The following points address each of the abovementioned matters raised by the WAPC:

Traffic Modelling

The City and its consultants, Cardno, worked in consultation with affected landowners within the proposed expanded Amendment 132 area to further define the scope and subsequently refine the traffic modelling. This included:

- Updated ROM24 data from Main Roads WA to inform traffic modelling;
- Confirmation of lot yield for each development (corresponding with the relevant Local Structure Plan approved) or future estimated yield based on a Concept Plan (where applicable at the time) or development potential calculated on an R25 basis, deducting 30% for local roads, POS and the like;
- Delineation of traffic modelling catchment boundaries, broadly aligning to Local Structure Plan boundaries;
- Capture and identification of through traffic external to the DCA1 boundary and traffic from existing development; and
- An independent peer review of the revised traffic modelling report.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Estimated Costs for Infrastructure and Administrative Items

The estimated costs for infrastructure and administrative items, in the form of a draft cost apportionment schedule, were included in the package of documents for advertising. Each of the infrastructure items noted within Amendment 132 (that is, existing and proposed) were included, along with the estimated costing for each, against each landholding not yet developed as at 2013.

DCP1 Reformatted Consistent with the Model Text in SPP 3.6

The proposed LPS2 text for DCP1 has been reformatted to be consistent with the Model Text in SPP 3.6.

Upgrading of Peel Main Drain and Preparation of a Strategic Wetland Management Plan for Bollard Bulrush Wetland

The proposed upgrading of the Peel Main Drain and the proposed preparation of a strategic wetland management plan for Bollard Bulrush wetland were further considered by City Officers in the context of the advice from the Minister and were subsequently removed.

CONSULTATION

In accordance with the advice from the WAPC referenced above and the requirements of the *Planning and Development Act 2005*, the modified Amendment was re-advertised for a period of 6 weeks from 31 March 2017 to 12 May 2017.

Advertising consisted of the following:

- Public notice published in the local newspaper, Weekend Courier, on 31 March 2017, 7 April 2017, 28 April 2017 and 5 May 2017;
- Public notice displayed on the City's website, with all relevant documents downloadable;
- Letters to service providers, government agencies and authorities;
- Letters to landowners/developers affected by the Amendment;
- A dedicated 'Development Contributions' webpage with relevant information and an email link for further information.

During this time, eight submissions were received. The general nature of the submissions is summarised in the table below:

Submission	Generally support with comments	Neutral / not stated	Object	Total
Landowner (or on behalf of landowner)	2	1	2	5
Government agency or service provider	1	2		3
Total	3	3	2	8

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Attachment B of this report contains the Schedule of Submissions. The Schedule summarises each of the issues raised by the submitters and provides a recommended response to these issues.

More specifically the issues raised by submitters can be more particularly related to:

1. The proposed DCA1 boundary, specifically around the Bollard Bulrush Wetland, does not reflect 'on the ground' development;
2. Traffic modelling needs to be reviewed to better account for through-traffic from existing development and outside of the DCA1 (need and nexus argument);
3. Traffic modelling report to be included in Schedule V of LPS2;
4. Better descriptions of road works including cross-sections are needed;
5. To align with the traffic modelling utilising lot creation, the cost contributions should be based on lot yield rather than net developable land area;
6. 'Interim' vs 'Ultimate' road standard and cost apportionment;
7. Timing of infrastructure provision;
8. Amendment 132 operative date (effective date) and lot creation prior to this date;
9. Use of escalators between cost reviews;
10. Level of contingencies; and
11. Need for a Definition section in Schedule V.

ANALYSIS

This section considers the points raised by submitters on the key issues identified above, and provides a recommended response as to whether the amendment should be modified or not as a result.

1. The proposed DCA1 boundary, specifically around the Bollard Bulrush Wetland, does not reflect 'on the ground' development

Discussion

Submissions received noted that the expanded area of the DCA1 boundary does not appear to reflect the true extent of development occurring on the ground, most notably around the Bollard Bulrush Wetland where DCA1 is not aligned with the Metropolitan Region Scheme (MRS). Further, mapping should be based on the approved local structure plan, or where not available, the extent of the Urban Zone under the MRS.

It is accepted that the wetland area and associated buffers do not reflect the 'on the ground' development, as structure planning is resulting in ongoing boundary adjustments. Estimated future lot yields will utilise approved structure plans, concept plans or, where either of these does not exist, a density of R25 (with a deduction of 30% of Urban site area to take account of roads, POS, drainage and the like) will apply.

City Officer Recommendation

To accommodate wetland boundary adjustments and development 'on the ground', the DCA1 map and individual catchment maps will not specify the boundary of the wetland and buffer, but instead encompass the entire land area within each lot subject to a particular catchment. This sits comfortably with the proposed change in cost apportionment methodology (as per point 5 below).

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

2. Traffic modelling needs to be reviewed to better account for through-traffic from existing development and outside of the DCA1 (need and nexus argument)

Discussion

Submissions received noted that the final traffic modelling report should include a clear assessment of traffic volumes generated both internally and externally to the DCA to assist in determining the need, nexus and equity of the relevant items.

It is the intention of the traffic modelling report to provide a reliable base for allocation of traffic generation from future development precincts within DCA1, to enable the apportionment of cost contributions for road infrastructure to be fairly calculated between anticipated traffic generators within DCA1, existing development within DCA1 and development external to DCA1.

City Officer Recommendation

Modelling has been undertaken by Cardno and the results have been used to define traffic generation precincts for allocation of road infrastructure costs. As part of the revised traffic modelling, the estimation of future lot yields has been reviewed since this plays a significant role in the modelling.

In consultation with landowners, a revised traffic modelling report has been prepared, with a subsequent independent peer review. The revised traffic modelling report now clearly sets out traffic volumes generated both internally and externally to the DCA for each applicable item, in terms of total volumes and as a percentage of the total.

3. Traffic modelling report to be included in Schedule V of TPS2

Discussion

Several submissions received requested the inclusion of the traffic modelling report prepared by Cardno in Schedule V of LPS2. The traffic modelling results will not be varied by the annual review process and this would provide certainty to developers/landowners on the basis of their respective proportional contributions for the applicable road items.

City Officer Recommendation

Given the importance of the traffic modelling for determination of cost contributions, it is appropriate to include direct reference to the traffic modelling report within Schedule V (including date of preparation) and to include a full copy of the traffic modelling report in the DCP report.

4. Better descriptions of road works including cross-sections are needed

Discussion

There were queries raised regarding whether detailed engineering design and road cross sections had been prepared to inform estimated infrastructure costs and to provide greater clarity for developers.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

In this respect, to provide an estimate of road costings, concept designs including cross sections have been prepared by the City. These will be subject to further refinement and more detailed design following gazettal of Amendment 132 for insertion into the draft Cost Apportionment Schedule (CAS) to be adopted by Council within 90 days of gazettal.

City Officer Recommendation

The revised traffic modelling report has informed the standard of road required and, consequently, the road design including cross-sections. Further descriptions of road works and the upgrades required are contained in the Scheme text and Scheme Amendment 132 report, with cross-sections and further detail to be included in the DCP report, with the latter being adopted by Council in conjunction with the CAS 90 days after gazettal of the Amendment.

5. To align with the traffic modelling utilising lot creation, the cost contributions should be based on lot yield rather than net developable land area

Discussion

This particular matter has been raised by a number of submissions on the basis it is recommended by SPP 3.6. In this regard, SPP 3.6 notes that *'while this (lot yield) will result in higher contributions being paid by developers of higher density development, it is considered to be the most equitable approach which best reflects actual generation of infrastructure need.'*

Prior to Amendment 132, cost contribution liability was based on net developable land area. In this regard, where cost contribution liability has been cleared, net developable land has been utilised as the base for determining cost contribution liability rather than lots created. Net developable land area included subdivision roads and local POS and did not account for lot sizes or density.

City Officer Recommendation

For the sake of consistency, use of future lot yields as a base for both traffic modelling and calculation of cost contribution liability is supported. This matter has been discussed between City Officers and the Department of Planning, Lands and Heritage and is supported without the need for further re-advertising of the Amendment. This has been determined on the basis of developer/landowner sentiment in favour of this.

In terms of how this will affect lots created under the previous (land area basis) methodology, all lots created post Amendment 132 'effective date' (being 27 June 2012) will be liable for DCA1 cost contributions on the revised lot yield basis. In order to determine current liability for lots created post Amendment 132 and for those yet to be developed (whether within the Amendment 87, 91 or 132 areas), the City has been extensively reviewing and recording historical lot data, and confirming more recent lot data.

This proposed methodology revision was also discussed at Elected Member Forums held on 16 October 2017 and 26 March 2018.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

6. 'Interim' vs 'Ultimate' road standard and cost apportionment

Discussion

Submissions received noted that the proposed Amendment makes reference to upgrades of Wellard Road (Item J) and Bertram Road (Item K) – which are both new items proposed by Amendment 132 - to Neighbourhood Connector B (or 'interim') standard and proposes that the entire cost of these upgrades be apportioned to DCA1. Concerns in this regard related to the following points:

- Both roads are shown on the draft *South Metropolitan-Peel Sub-regional Planning Framework* as regional roads, and the forecast traffic volumes will ultimately necessitate construction at Integrator A (or 'ultimate') standard.
- Incorrect assumption that all traffic carried by these roads (whether to the interim or ultimate standard) is generated entirely by DCA1, with both likely to attract traffic from elsewhere. In this regard, apportionment of 100% of the cost of upgrades to DCA1 to any standard is inconsistent with the key principles of need and nexus.

City Officer Recommendation

In being guided by the traffic modelling report and the 20 year timeframe of the DCP, it is considered to be more equitable and transparent to estimate the total cost of Wellard Road and Bertram Road as ultimate standard roads and apportion cost contributions on the basis of each catchment's contribution to the total traffic volumes. In this regard, the City has committed to contribute proportionally towards all traffic using the roads from development pre-27 June 2012 and externally generated traffic. Given that the estimated 'ultimate' costs of Wellard Road (Item J) and the section of Bertram Road (Item K) are estimated to be approximately \$12,000,000 (including a 20% contingency, based on a concept design) and \$4,000,000 (including a 20% contingency, based on a concept design).

7. Timing of infrastructure provision

Discussion

Submissions received noted that different sections of the draft DCP were inconsistent, for example one section included very specific provisions relating to timing for certain infrastructure items (including the 80% threshold used for several items). It was recommended that the timing provision be rationalised for reasons of consistency and transparency regarding timing for provision of infrastructure.

Further in this regard, it is apparent that priority and timing is generally deferred to a Capital Expenditure Plan (CEP) prepared annually in conjunction with, or as part of, the DCP Report and CAS.

City Officer Recommendation

The preparation of a CEP is not required by SPP3.6 for DCPs related to standard infrastructure. Notwithstanding, the City has begun preparation of a Long Term Financial Plan (LTFP) for standard infrastructure to inform the City's future budgeting.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Rather than having a hypothetical trigger to initiate the provision of infrastructure, it is agreed that the timing of infrastructure will be detailed in the annual DCP1 report and LTFP.

8. Amendment 132 operative date (effective date) and lot creation prior to this date

Discussion

This date is important as it establishes the date at which all the changes arising from Amendment 132 take effect. Some landowners have argued the date at which the amendment is gazetted is the operative (effective) date. The date taken to be the 'effective date' by City Officers (or when the Amendment was taken to be a seriously entertained' document) is 27 June 2012.

The Guidelines to accompany SPP 3.6 state "Where a DCP has not yet been included in a local planning scheme via a gazetted amendment, but has been advertised as an amendment to the scheme, the WAPC will support imposition of a condition of subdivision. This condition effectively anticipates some form of contribution being required but acknowledges that the exact nature of that contribution cannot be known until the DCP has been endorsed by the Minister in its final form and included in a local planning scheme."

However, SPP 3.6 s.5.4 'Characteristics of a Developer Contribution Plan' states "*In interim situations, where a local government has received consent to advertise a development contribution plan, land within that development contribution area will be considered to be subject to a development contribution plan. Development contributions can be calculated but cannot be collected prior to gazettal of the plan.*"

An additional related matter in this regard is responsibility for contributing towards lots created prior to the 'effective date'. This applies to Homestead Ridge and a portion of the Emerald Park Estate. In this respect, it is recommended due to the need and nexus principle underpinning contribution schemes, that the City will be required to fund the road works share for these lots.

City Officer Recommendation

On 27 June 2012 Council determined to consent to advertise the Amendment – whereby the Amendment is thereafter referred to as a 'seriously entertained' document. For the purposes of further clarity, City Officers consider the term 'effective date' as opposed to 'operative date' as an appropriate revision.

This means that all lots created post Amendment 132 'effective date' (being 27 June 2012) will be liable for DCA1 cost contributions on the revised lot yield basis. In order to determine current liability for lots created post Amendment 132 and for those yet to be developed (whether within the Amendment 87, 91 or 132 areas), the City has been extensively reviewing and recording historical lot data, and confirming more recent lot data.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

On the second matter, it is proposed in Amendment 132 that the City fund the road works share for Homestead Ridge and Stages 1 – 4 (Phase 1) of Emerald Park for Wellard Road and Bertram Road. The financial implications associated with the City's contribution are as follows:

	Bertram Road	Wellard Road
Homestead Ridge and Emerald Park (stages 1-4)	276,760	1,222,045
External Traffic ¹	2,400,000	7,020,000
Total	2,676,760 ²	8,242,045 ²

¹ Based on the traffic modelling report, the City will be liable for the external traffic utilising this road not generated by the developers in the DCA1 area.

² The cost does not include land acquisition. These estimated financial implications are subject to change and will be provided as part of the Cost Apportionment Schedule.

9. Use of escalators between cost reviews

Discussion

Submissions received did not support the use of the term 'escalation' in the context of interim cost reviews, as there was a belief that this implies that costs can only escalate and does not account for potential falls in the cost of infrastructure provision as a consequence of general economic conditions. Instead, the Scheme text should refer to a periodic review based on an appropriate index, as mentioned in SPP 3.6. Alternatively, clarification confirming that costs may fall could be added.

City Officer Recommendation

The term 'escalators' is used in other DCPs. The percentage used as the escalator can be positive or negative (for example, the term 'negative growth' is sometimes used in financial analysis).

Notwithstanding, it is proposed not to proceed with this approach, due to the lack of inflation in such cost items and the additional administrative burden.

It is proposed that the actual infrastructure costs already constructed and credits for prefunded items will be indexed by Consumer Price Index (CPI). The annual review of the Cost Apportionment Schedule will identify any increases/decreases in the estimated cost of infrastructure items to be constructed. The review of the Cost Apportionment Schedule can occur at intervals less than 12 months if there are movements in the cost of infrastructure or in the value of land.

10. Level of contingencies attributable to each item

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Discussion

Submissions noted that a contingency of 20% is specified for particular items in the DCP, which was considered to be far in excess of what is appropriate and a significant up front burden on the developer. It was noted that the draft Guidelines to accompany SPP 3.6 specifically discourage *“an over conservative contingency allowance”* and advocate contingencies *“set at realistic levels consistent with development industry standards and subject to monitoring”*.

In accordance with industry standards and the Guidelines, it was requested that a more realistic contingency, in the order of 5%, be used.

City Officer Recommendation

Industry practice is to apply contingencies relative to the degree of design certainty. This can vary from an allowance of 5% to 30%. There is no contingency associated with completed works.

Contingencies associated with items within the DCP are in accordance with professional, independent engineering advice. In this regard and in discussion with City Engineering Officers, the level of contingency can be reduced upon more detailed design being undertaken. In the case of the upgrades to Wellard Road and Bertram Road, a contingency of 20% has been applied by independent engineering consultants.

11. Need for a definition section in Schedule V

Discussion

Submissions received noted that in order to provide ongoing clarity, certainty and consistency, the Scheme text should be a stand alone document and prepared in accordance with SPP 3.6. Any terms considered worthy of definition should be defined in the Scheme text.

City Officer Recommendation

This matter is noted and supported. The revised Scheme text includes a Definitions section and additional minor textual changes have been incorporated to bring the Scheme text in line with SPP 3.6, including a formula for calculating cost contribution liability under the 'Methodology' section.

DRAFT COST APPORTIONMENT SCHEDULE

City Officers are currently collating the information necessary to prepare the draft CAS. Given that DCA1 incorporates three separate geographical components, two methodologies (net developable area and lot yield) and interrelating infrastructure items introduced over time, the draft CAS has taken into account lots created during each Amendment phase (Amendment 87, 91 and post-initiation of 132) as well as applicable infrastructure items for landholdings.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

In terms of the methodology change noted above, liability for items pre-initiation of Amendment 132 (being 27 June 2012) are calculated based on the net developable area, whereas liability for items post-initiation of Amendment 132 will be calculated on a lot yield basis.

Where there is existing development that contributes to the need for particular items of infrastructure (such as Homestead Ridge contribution towards traffic generated on Wellard Road upgrade) or in the context of Amendments 87 and 91, where no LPS2 provision for administrative costs was made, the City will cover the cost contribution liability.

Further on the above matter, given that the traffic modelling identifies Amendment 132 catchments (and existing development within these) and traffic generated externally, it is recommended that the City commit to a proportional contribution to cover both existing and externally generated traffic as a proportion of the total traffic generated for each applicable item. In this regard, the City would cover approximately 65% of the total cost of the upgrade of Wellard Road and approximately 60% of the total of the upgrade of Bertram Road.

Upon gazettal of Amendment 132 and prior to Council adoption of the Cost Apportionment Schedule, it is recommended that the City commit to liaise with affected landowners within the Amendment 132 area on the draft Cost Apportionment Schedule.

TRAFFIC MODELLING REPORT

In order to equitably apportion costings for two road items – the section of Bertram Road between Challenger Avenue and Wellard Road and Wellard Road from Bertram Road to Millar Road – pursuant to Amendment 132, traffic modelling was required to be undertaken. The resultant traffic modelling report, prepared by Cardno, is contained within Attachment E.

The original traffic modelling report to accompany Amendment 132 was prepared by Cardno in May 2013. Following the Minister's directive to re-advertise the Amendment in September 2016, minor updates were undertaken to the draft traffic modelling report.

Consultation

In response to the need to re-advertise and in order to provide a transparent and accountable consultation process, landowners and developers affected by Amendment 132 were invited to participate in two separate workshop discussions (in April 2017 and September 2017) in conjunction with City Officers and Cardno Transport Planners. The purpose of these workshops discussions was to provide an open forum to discuss and seek to resolve concerns regarding components of the draft traffic modelling report.

Matters raised by landowners and developers during the first workshop discussion were taken into account by the City and Cardno and further work was undertaken to the draft traffic modelling report as a result. This additional work entailed obtaining updated Main Roads WA traffic data for both the 2011 and 2031 scenarios.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Following the updating of the draft traffic modelling report, landowners and developers were sent a copy, and a further workshop discussion took place in September 2017.

Analysis of Submissions

As a result of the September workshop discussion, a number of matters were raised, which have been recorded and the City's response noted in the Revised Traffic Modelling Report – Schedule of Submissions, contained within Attachment F, but summarised in the table below.

Matter Raised	City Officer Response
Incorrect calculation of lot yields for Bollard Bulrush 3 catchment and Emerald Park catchment	Requisite changes have been made to the revised traffic modelling report, with the exception of Lot 680 Bertram Road which is currently an education establishment. This land is zoned Development under the City's Local Planning Scheme No.2 and, despite the lack of a current local structure plan over the lot, there is nothing prohibiting the landowner from submitting one in the future. Given the traffic modelling figures are 'locked in' for the life of the Development Contribution Plan (in this regard, any changes to the traffic modelling figures would trigger a LPS amendment, as the document date is referenced in the DCP in Schedule V of LPS2), these need to account for future potential development eventualities. Further, any development within the current land use still requires a cost contribution to be paid.
Some larger land lots appear to be given very small allocation, while other smaller land holdings have very large allocations	The disparity between allocations of proportional traffic across smaller and larger lots is due to a couple of factors: one, being lots immediately adjacent to the Bollard Bulrush Wetland and associated land within the Conservation Category Wetland core and buffer area (which differs for each lot) and affects the developable area of the respective lot; and secondly, approved local structure plans indicating lot yield across the respective lot vs no local structure plan for which the R25 (minus 30% of total site area) is applicable to the traffic modelling report. City Officers are satisfied that the traffic modelling undertaken is directly reflective of the lot yield identified in approved local structure plans or estimates as noted above where no local structure plan exists.

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

<p>A number of findings in the traffic modelling report do not seem to add up – query whether results have been checked for accuracy</p>	<p>Despite the apparent close proximity of the developments, the model suggests different routes are used by the bulk of the development traffic for each of the developments. Further, most of the southbound traffic from Emerald Park and Oakebella Estates uses Millar Road instead of Cavendish Boulevard. Note: Cavendish Boulevard is coded as a local street which has lower capacity and lower speed, which makes it less attractive for external traffic. It must be noted that the traffic modelling report has been independently peer reviewed and findings verified in this regard.</p>
<p>Assumptions that have been made with the Saturn traffic model – internal movements, peak trips per household etc (including employment nodes and other trip attractors)</p>	<p>From the Main Roads ROM24 data supplied, approximately 0.63 trips / hour apply for both AM and PM peak hour periods (note: no daily traffic models have been developed for the City). Unfortunately, 2031 employment and enrolment data cannot be supplied to the City due to a signed licencing agreement with the State Government. City Officers are satisfied with the Saturn traffic modelling and assumptions made thereof. It must be noted that the traffic modelling report has been independently peer reviewed and findings verified in this regard.</p>
<p>Potential overstatement of traffic from adjoining developments onto Wellard Road (peak movements at 557 AM and 436 PM for Providence Estate)</p>	<p>City Officers are unsure on the basis for these numbers – the revised traffic modelling report shows 264 vph from Providence Estate on Wellard Road north and south in the AM peak hour and 349 vph in the PM peak hour.</p>
<p>City of Kwinana's undertaking for responsibility for the proportional contribution of traffic not being generated by developments within the catchment area</p>	<p>For both Bertram Road and Wellard Road, where the traffic modelling report indicates traffic not being generated by developments within the catchment area, the City will take responsibility for their construction. In this respect, it is recommended due to the need and nexus principle underpinning contribution schemes, that the City will be required to fund the road works share for Homestead Ridge, Stages 1 – 4 (Phase 1) of Emerald Park and external traffic for Wellard Road and Bertram Road.</p>

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Outcome

The consultation undertaken with landowners and developers resulted in an independent peer review of the draft revised traffic modelling report and subsequent minor changes carried out to the draft revised traffic modelling report.

LEGAL/POLICY IMPLICATIONS:

- State Planning Strategy
- Directions 2031 and Beyond
- Statement of Planning Policy (SPP) 3.6 'Developer Contributions for Infrastructure'
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- City of Kwinana Local Planning Scheme No.2
- Metropolitan Region Scheme
- City of Kwinana Local Planning Policy 4 – Administration of Development Contributions

For the purposes of Councillors considering a financial or impartiality interest only, there are various landowners within DCA1 including Housing Authority, Wellard Residential Pty Ltd, Cedar Woods Wellard Ltd, Guantai Investment Pty Ltd and Bestall Super Pty Ltd.

FINANCIAL/BUDGET IMPLICATIONS:

Further processing of Amendment 132, including City Officers' preparation of the CAS and DCP1 report, will be funded from the DCP1 account as an Administration item. When the CAS has been prepared, the full financial implications for both the City and Developers will be known.

The financial implications associated with the City's contribution to Bertram Road and Wellard Road are estimated as follows:

	Bertram Road	Wellard Road
Homestead Ridge and Emerald Park (stages 1-4)	276,760	1,222,045
External Traffic ¹	2,400,000	7,020,000
Total	2,676,760 ²	8,242,045 ²

¹ Based on the traffic modelling report, the City will be liable for the external traffic utilising this road not generated by the developers in the DCA1 area.

² The cost does not include land acquisition. These estimated financial implications are subject to change and will be provided as part of the Cost Apportionment Schedule.

However, this does not detail any potential contribution that the City may have in respect to other items of infrastructure for which there is an existing population contributing to the need or where the City has not collected sufficient funds during the past operation of DCA1. The City is liable for lots created prior to the 'seriously entertained' date of Amendment 87 (being prior to 22 October 2003).

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

Finalisation of Amendment 132 will provide certainty to the development industry which in turn assists in development decisions that contribute to the City's growth.

The finalisation of the DCP proposed by Amendment 132 is related to the following actions from the City's Corporate Business Plan 2017-22:

Plan	Objective	Strategy/Action
Corporate Business Plan 2017 – 2022.	6.6 To implement the long term strategic land use planning for the social, economic and environmental wellbeing of the City	6.6.1 Undertake regular reviews of the City's Developer Contribution Schemes in accordance with State Planning Policy 3.6 and the City's Scheme.

RISK IMPLICATIONS:

Risk Event	Civil infrastructure Amendment not formally adopted by Council
Risk Theme	Progression of Amendment in order to finalise infrastructure items required in the context of development within the Bollard Bulrush Wetland area being further delayed
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Strategic
Consequence	Major
Likelihood	Almost certain
Rating (before treatment)	Extreme
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	That Council formally adopts Amendment 132 to provide certainty to landowners and developers
Rating (after treatment)	Low

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Proposed Amendment 132 establishes a planning framework to provide for the equitable sharing of costs of infrastructure between subdividing landowners. This is vital given the number of upgrades and the provision of new infrastructure identified across the future urban cells.

It is critical that Amendment 132 be finalised from a reputational risk perspective. The City has arrangements with a number of developers for development contributions proposed by Amendment 132 that cannot be finalised until the gazettal of Amendment 132 and the adoption of the cost apportionment schedule. Secondly, landowners and prospective developers need to have a high degree of certainty of their development contribution liabilities to factor into investment or development decisions.

COUNCIL DECISION

146

MOVED CR S LEE

SECONDED CR S MILLS

That Council:

- 1. Endorses the schedule of submissions prepared in respect of Amendment No. 132 to City of Kwinana Local Planning Scheme No. 2 contained in Attachment B.**
- 2. Adopts Local Planning Scheme Amendment 132 as per Attachment C to include:**
 - i. Amended Development Contribution Area 1 to include the Bollard Bulrush area and adjacent areas within Wellard, Bertram and Parmelia as per Attachment A, plan 2;**
 - ii. Modified Development Contribution Plan for DCA1 that includes new infrastructure items relevant to the amended DCA1 boundary, the inclusion of administration costs (1.3 and 2.3), traffic modelling report reference (3.2), DCP and cost review process (6.1), calculation of cost contribution liability (3.3) the inclusion of definition of terms (3.4), period of operation (4.1) and the priority and timing of infrastructure items (5.1) in accordance with Attachment C of this report;**
 - iii. Revised methodology for calculation of cost contribution liability from the existing net developable land area to estimated future lot yield as used in the traffic modelling report.**
 - iv. Amended Scheme Map accordingly.**
 - v. The following amendments:-**
 - a) Under Part 3.4 of the Development Contribution Plan 1, the inclusion of an additional definition: "Access Street B means an Access Street B as defined in Liveable Neighbourhoods (as amended from time to time)"**
 - b) Under Part 1.2, Roads and Drainage, the amendments of the following descriptions of Infrastructure Items:**

Item G - The upgrading of Johnson Road (south of Bertram Road) to the western edge of the proposed Johnson Road culvert to a Neighbourhood Connector A standard or equivalent) including all associated infrastructure works

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

Item H - Johnson Road (south of Johnson Road culvert to Millar Road). The construction of a new road from the culvert southward to a Neighbourhood Connector A standard (as constructed) including all associated infrastructure works.

Item L - Johnson Road provision of a new culvert and road crossing over the Peel Main Drain to a Neighbourhood Connector B standard, or equivalent, including all associated infrastructure works.

To read:-

Item G - The upgrading of Johnson Road (south of Bertram Road) to the Eastern edge of the Peel Main Drain Reserve to a Neighbourhood Connector A standard or equivalent) including all associated infrastructure works

Item H - Johnson Road (west side of the Peel Main Drain Reserve to Millar Road). The construction of a new road from the west side of the Peel Main Drain Reserve southward. Contributions will be sought for the difference between a Neighbourhood Connector A road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs.

Item L - Johnson Road provision of a new culvert and road crossing over the Peel Main Drain Reserve connecting Items G and H, to a Neighbourhood Connector A standard, or equivalent, including all associated infrastructure works.

- c) Under Part 2.2, Roads and Drainage of the Development Contribution Plan 1, the amendments of the following descriptions of Infrastructure Items:-**

Item H - “upgrading of the portion of realigned Johnson Road, extending over the Peel Main Drain into the Providence Estate”

Item G - “upgrading of Johnson Road south of Bertram Road to the Johnson Road culvert over the Peel Main Drain are based on estimated future lot yield”.

Item L – “Cost contributions towards the full cost of the new Johnson Road culvert and road crossing, located at the intersection of the realigned Johnson Road and the Peel Main Drain”

15.3 CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 132 TO MODIFY DEVELOPMENT CONTRIBUTION AREA 1 AND THE RELEVANT DEVELOPMENT CONTRIBUTIONS PLAN TO INCLUDE THE BOLLARD BULRUSH AREA AND A NUMBER OF LANDHOLDINGS IN ADJACENT AREAS OF WELLARD WEST AND PARMELIA

To read:-

Item H - “upgrading of the portion of realigned Johnson Road extending from the west side of the Peel Main Drain Reserve, into the Providence Estate”

Item G - “upgrading of Johnson Road south of Bertram Road to the east side of the Peel Main Drain Reserve are based on estimated future lot yield”.

Item L – “Cost contributions towards the full cost of the new Johnson Road culvert and road crossing, located within the Peel Main Drain Reserve connecting Items G and H”.

- 2A. That these amendments in 2v above shall apply to the relevant parts of the Revised Amendment 132 Report in Attachment D with the following modification:**

That the dot point numbering in Part 5.1 (pages 196-197 of this agenda) under Part 5, Amendment 132 - Adoption and Advice from the WAPC, be corrected to read 1,2,3,4,5 rather than 1,2,3,5,6.

- 3. In pursuance of Clause 6.17.4.9 of LPS2, forward to the Commission:**
- i. The endorsed Schedule of Submissions at Attachment B (containing a summary of all submissions and comments received in respect of the Scheme Amendment, and Council’s resolution in relation to this);**
 - ii. Council’s recommendation to the Western Australian Planning Commission to approve the proposed Scheme Amendment;**
 - iii. Traffic Modelling Report at Attachment E and accompanying Schedule of Submissions at Attachment F;**
 - iv. Any other information that may be relevant to the Western Australian Planning Commission’s determination of the Proposed Scheme Amendment.**
- 4. Endorse the Mayor and CEO to sign and seal the Amendment 132 documentation and submit to the Western Australian Planning Commission, with a request for the endorsement of final approval by the Hon. Minister for Planning.**
- 5. Authorise the City’s CEO to prepare a draft Cost Apportionment Schedule, taking into account historical lot data, existing development as at 27 June 2012 and the City’s proportional contribution towards the various infrastructure items. Upon gazettal of Amendment 132 and prior to Council adoption of the Cost Apportionment Schedule, the City shall liaise with affected landowners within the Amendment 132 area on the draft Cost Apportionment Schedule.**

**CARRIED
7/0**

NOTE – That the Officer Recommendation has been amended to include part 2.v. and 2A.

ATTACHMENT A

DCA1 pre-Amendment 132 and DCA1 as set by Amendment 132



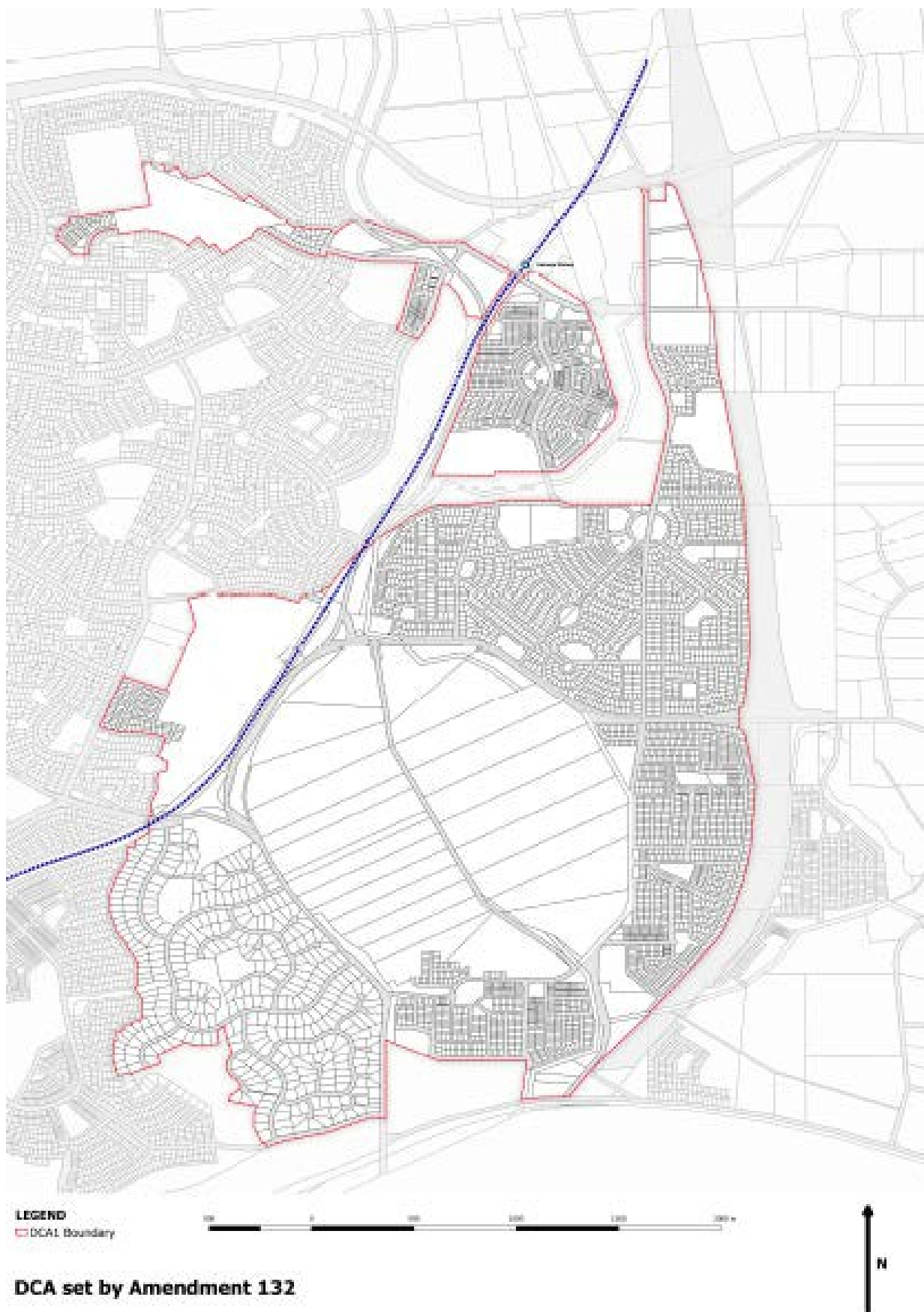
Plan 1

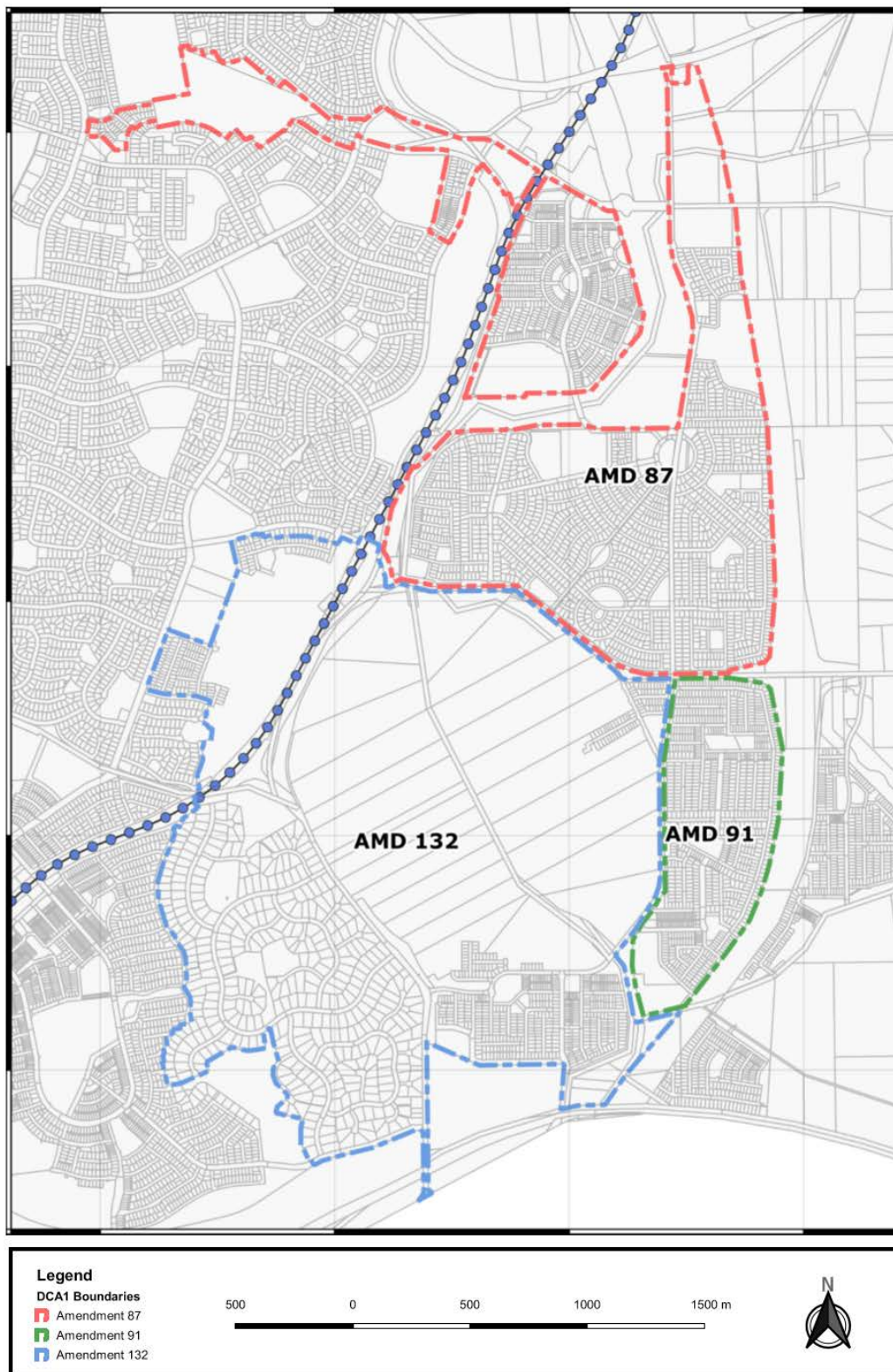


Development Contribution Area No. 1 2011

Scale 1:25000







Historical Plan of DCA1 amendments

ATTACHMENT B
Schedule of Submissions

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
1	<p>Department of Local Government and Communities 140 William Street Perth WA 6000</p> <p>Contact: Jenni Law Director Local Government Regulation and Support</p>	Not stated	Appreciates and acknowledges the City's request for comment, but has no submission to make in this instance.	Submission noted.
2	<p>Western Power 363 Wellington Street Perth WA 6000</p> <p>Contact: Karen Hughes-More Customer Service Centre Coordinator</p>	Not stated	Proposal is being reviewed and the City will be contacted for more information if required. This should not be considered to be an approval or non-objection to your works.	Nil
3	<p>Cedar Woods Wellard Pty Ltd through Taylor Burrell Barnett PO Box 7130 Cloister's Square PERTH WA 6850</p> <p>Affected property: Emerald Park Estate</p>	Generally support	<p>1. Extent of Contribution Area</p> <ul style="list-style-type: none"> Adjusted boundaries of DCA1 appear not to reflect true extent of development occurring on the ground. This is most notable around Bollard Bulrush Wetland where the DCA1 is not aligned with the MRS. DCA1 boundaries should exclude all land already developed at time of gazettal of A87 (1 January 2013) 	<p>Agreed; catchment maps have been amended so as not to distinguish the Bollard Bulrush Wetland from the broader catchment area (where applicable). This then allows for any changes in the wetland boundary to occur without the need to further amend the catchment maps (where applicable).</p> <p>There is no need to amend the DCA1 boundary as spatial exclusions can be referenced in text and applied as part of</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>or was subject to a valid subdivision that did not include a DCP obligation as a condition of approval.</p> <p>2. Contribution Items</p> <ul style="list-style-type: none"> • Need and nexus between development in the DCA and infrastructure needs better clarification. For example, the traffic modelling scope appears flawed as it does 	<p>the calculation of liability. Also, any land developed within DCA1 prior to the 'effective date' (also known as the 'seriously entertained' date) of 27 June 2012 is not necessarily contained in a discrete catchment or discrete portion of the overall DCA1 boundary. From the effective date of A132, on an annual basis, land will be removed from future liability following development and payment of liability. This will not trigger ongoing boundary changes.</p> <p>All lots created post-Amendment 132 'effective date' (being 27 June 2012) will be liable for DCA1 cost contributions. In order to determine current liability for lots created post-Amendment 132 and for those yet to be developed (whether within the Amendment 87, 91 or 132 areas), the City has been extensively reviewing and recording historical lot data, and confirming more recent lot data. This will be reflected in the Cost Apportionment Schedule post Amendment 132 gazettal.</p> <p>Noted. The City has worked closely with Cardno in refining the traffic modelling scope, in consultation with landowners and/or their representatives, with the traffic</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>not address connectivity through the wider urban cell and thus true proportion of external traffic generation.</p> <ul style="list-style-type: none"> Need to clarify necessary road works such as Wellard Road (Item J) where it is considered the current standard is adequate for meeting the Neighbourhood Connector B requirement. Costing of road works difficult to analyse without cross-sections and full cost breakdowns. <p>3. Methodology of Apportioning Costs</p> <ul style="list-style-type: none"> Traffic modelling – Revise brief to provide transparency and certainty and incorporate summary brief in Methodology section of Schedule V City responsibility for traffic generation impact from pre January 2013 development. 	<p>modelling report being peer reviewed. Further discussion on need and nexus of items more broadly is contained within the DCP1 report.</p> <p>Noted. In relation to Wellard Road, independent engineering advice obtained suggests this road will be required to be upgraded to an 'ultimate' standard to service future traffic (rather than an 'interim' standard) within the life of the DCP. Landowners are required to contribute to this item proportionally as per the figures contained within the traffic modelling report prepared by Cardno.</p> <p>Road costings are not included in the Amendment text but will be addressed in the DCP1 Report and Cost Apportionment Schedule, to be adopted by Council within 90 days after gazettal of Amendment 132. The City has committed to consulting with landowners during this process.</p> <p>Agreed. Reference to the specific traffic modelling report will be in Schedule V of LPS2 and provided in full to be attached to DCP report</p> <p>Infrastructure items introduced through Amendment 132 relate to development post 27 June 2012. It is proposed that the City commit to fund the road works share</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> Treatment of non-residential portions of development in calculation of Net Developable Area (NDA) such as POS and schools. Levying contribution liability on NDA is likely to lead to inequitable outcomes particularly when density differentials are considered and including impact on traffic modelling. <p>4. Existing Contributions from Cedar Woods relating to the construction of Johnson Road need to be resolved with the City before residual costs can be allocated to the balance of affected landowners.</p>	<p>for Homestead Ridge, Stages 1 – 4 (Phase 1) of Emerald Park and external traffic for Wellard Road and Bertram Road (as per figures contained within the traffic modelling report).</p> <p>Noted. This argument is not applicable now in line with City Officers' recommendation, as lot yields will be used as the basis for calculating cost contribution liability.</p> <p>Noted. It is accepted that NDA is not appropriate for traffic modelling. The City has considered submissions received in this regard and will now be calculating contribution liability based on lot yield as opposed to NDA.</p> <p>Noted, but not an issue for Amendment 132. Residual costings and amounts owed or requiring payment will be resolved in the final preparation of the Cost Apportionment Schedule.</p>
4.	LWP Wellard Pty Ltd through Taylor Burrell Barnett PO Box 7130 Cloisters Square PERTH WA 6850 Affected property: Oakebella Estate	Generally support	<p>1. Correctness of Revised DCA1 boundary</p> <ul style="list-style-type: none"> The development areas applied within the DCA and DCP should be mapped based on the approved Local Structure Plans, including appropriate deductions, or where not available the extent of the Urban zone under the Metropolitan Region Scheme (MRS). 	<p>Agreed. Catchment maps have been amended to show the total catchment area applicable to the respective item (this includes areas such as the Bollard Bulrush Wetland). Given that the City will now be calculating contribution liability based on lot yield as opposed to NDA, the detail included within the maps is not so vital as long as the catchment area applicable is delineated, which is the case.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> Review and take into consideration the findings of the final Traffic Modelling to assist in determining the boundaries of the DCA. <p>2. The established 'need and nexus' of certain items included in the DCP</p> <ul style="list-style-type: none"> The DCP should not include infrastructure items or identify a standard of infrastructure upgrade based on need generated from external sources. If there is an overlap between the DCA and external sources, then the City needs to commit to paying an appropriate portion of the relevant costs on behalf of the external sources (i.e. existing ratepayers). Regarding standard of infrastructure and the split between external and internal traffic generation, the example of Wellard Road was referenced. The final Traffic Modelling should be applied to determine the 'need and nexus' for infrastructure items included within the DCA. The Scheme Amendment be modified to provide clear direction that the final Traffic Modelling include a clear assessment of traffic volumes generated both internally and externally to the DCA to assist in determining the need, nexus and equity of particular items. <p>3. Lack of transparency and certainty as a result of the revised traffic modelling not being finalised in sufficient time to enable review in conjunction with the modified Amendment.</p>	<p>Noted. The boundary of DCA1 remains unaffected.</p> <p>Infrastructure items introduced through Amendment 132 relate to development post 27 June 2012. It is proposed that the City commit to fund the road works share for Homestead Ridge, Stages 1 – 4 (Phase 1) of Emerald Park and external traffic for Wellard Road and Bertram Road (as per figures contained within the traffic modelling report).</p> <p>This is consistent with the traffic generation needs associated with development outside the DCA1 area.</p> <p>Noted. Engineering advice and traffic modelling has informed the status of road infrastructure items.</p> <p>Noted. The traffic modelling report clearly sets out traffic volumes generated both internally and externally to the DCA for each applicable item, in terms of total volumes and as a percentage of the total.</p> <p>Noted. Landowners have been consulted during the process of revising the traffic modelling report, with significant input sought via workshop discussions and an independent peer review subsequently undertaken as a result.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> There appear to be assumptions on service relocation as part of the road upgrading costs, but we are unable to assess if these assumptions are correct without reviewing road cross sections. Road construction rates are high and do not represent current rates. Assessment by a third party engineer is recommended. Clarification is requested regarding how yields have been calculated in the DCP and the traffic modelling. As a result of a substantial number of Local Structure Plans having been prepared and adopted within the DCA, yields should be applied from the relevant Structure Plan documents. While the Cardno Traffic Modelling addresses certain infrastructure items, it does not address all within the DCA. Was other modelling undertaken to establish 'need and nexus' for other items and, if so, can it be made available for review. If not available, can it be undertaken. 	<p>Noted. Where applicable and necessary to the upgrading works, service relocation is included in the relevant costing. Road upgrading works and associated costs have been prepared by an independent consultant and reviewed by City Engineers.</p> <p>Noted. Updated costings attributed to road construction rates – provided to the City by an independent professional engineering firm. These costings include a 20% contingency to account for potential increases in costs over time.</p> <p>Agreed. Lot yields for traffic modelling have been based on approved structure plans or other evidence of future yield (such as concept plans), or have been based on an R25 yield (minus 30% of the total Urban zoned site area) where no structure plan has been prepared.</p> <p>Noted. Cardno modelling generally relates to works not yet commenced or completed. Completed works were specified in the existing DCP (Amendment 87) or through landowner consultation. Previous traffic modelling was undertaken in the context of the original DCA1 area (Amendment 87) by BSD consultants.</p>
5.	Wellard Residential Pty Ltd through Eastcourt Management Pty Ltd	Object	<u>EASTCOURT Property Management</u> <ul style="list-style-type: none"> As an overarching principle, we cannot understand 	<p>Noted. This is not a matter for Amendment 132 per se and will be further addressed in</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
	756 Canning Highway, Applecross WA 6153; and Moharich & More, 3/70 Angelo Street SOUTH PERTH WA 6151 Affected property: Providence Estate		<p>how Providence's estimated per-lot cost in the advertised documents has substantially increased from the previous estimate provided by the City. We were advised by the City in April 2013 that the per-lot cost for Providence was \$4,617, and we have proceeded in good faith on this basis. The current advertised Cost Apportionment Schedule allocates a cost of \$7,615 per lot – an unexplained and unacceptable increase of almost \$3,000 per lot.</p> <ul style="list-style-type: none"> We are also concerned with the lack of information and transparency in relation to the funds that have already been collected and expended via the current DCP 1. It is essential to include fully audited accounts of the existing scheme from the original date of commencement, and provide these to affected landowners for review. Without these, we cannot determine if necessary cost contributions have been collected, prior to the DCA being expanded across the new areas. Nor can we determine if there are any accounting and/or auditing issues these need to be addressed by the City prior to Amendment 132 being progressed. <p>Minister's Direction:</p>	<p>the post-gazettal DCP Report/CAS. It must be noted that four years had elapsed since the City's original advice of 2013 and the re-advertised draft Cost Apportionment Schedule of 2017 and costs are subject to change over time. It must be further noted that a number of matters have changed (or are recommended for change) since the re-advertised version of DCA1, including the change to apportionment on a lot yield basis, the capture of the City's liability for portions of item costs and the 'ultimate' standard requirement for two road items (Items J and K).</p> <p>This is not directly related to Amendment 132 and will be addressed in the post-gazettal DCP Report/CAS. The City is currently in the process of undertaking an audit of its DCP1 accounts and in this regard will seek to comply with its obligations under LPS 2 s.6.16.5.16.3 regarding the publishing of annual audited statement of accounts for the DCP.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>We are of the firm view that points a. i – a. iii of the Minister's direction have not been adequately addressed as part of the revised DCP documents. In particular:</p> <ul style="list-style-type: none"> • The traffic modelling that has been prepared by the City is flawed in a number of respects and fails to adequately acknowledge some key land use considerations that will significantly alter traffic volumes and distribution in the model. This has been acknowledged by the City and its traffic consultants, and they are in the process of re-modelling the traffic distribution for the DCA. Given the timing of this review in relation to the advertising period, we are not in a position to support the Amendment based on the current traffic modelling. • Whilst the estimated costs have been advertised as directed, there is a lack of underlying information that would enable us to undertake a complete review of the costs. Despite the Minister's direction to remove two infrastructure items from the DCP, the estimated costs for Providence (as advertised) have increased from \$4,617 per lot in 2013, to \$7,615 per lot in 2017. It is impossible to determine via the advertised documents the reasons behind this substantial cost increase, particularly as the cost of designing and constructing civil infrastructure has decreased considerably over the past four years. 	<p>Noted. The City has consulted extensively with effected landowners on the revised traffic modelling report, which will form the basis for apportioning cost contributions across a number of items in DCA1. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken. The peer review suggested several minor matters for revision, but did not find the traffic modelling report to be 'flawed'.</p> <p>Noted. This is not a matter for Amendment 132 per se and will be further addressed in the post-gazettal DCP Report/CAS. It must be noted that four years had elapsed since the City's original advice of 2013 and the re-advertised draft Cost Apportionment Schedule of 2017 and costs are subject to change over time. It must be further noted that a number of matters have changed (or are recommended for change) since the re-advertised version of DCA1, including the change to apportionment on a lot yield basis, the capture of the City's liability for portions of item costs and the 'ultimate' standard requirement for two road items (Items J and K).</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> The format, structure and content of the DCP documents remain inconsistent with the requirements of TPS2 and SPP 3.6 in a number of respects <p>Key Concerns:</p> <p>1. Use of Net Developable Area to apportion costs All of the items for which Providence is liable, the cost of items C, G, H, J, K and L are proposed to be apportioned based on Net Developable Area ('NDA'). This is unreasonable, unfair and inequitable. These items are all road upgrades, demand for which is generated by traffic volumes, which are a direct product of lot yield. The apportionment of costs by Net Developable Area is deficient because it fails to acknowledge developments like Providence that contain a high number of large residential lots and/or high rates of public open space provision relative to others. In those instances, traffic generation as a proportion of Net Developable Area is less than that implied by the cost apportionment. It is requested that the City change its methodology for these items to one based on actual traffic generation or lot yield. These have a much stronger nexus with demand than Net Developable Area. This is acknowledged in the draft <i>Guidelines to accompany State Planning Policy 3.6</i></p> <p>2. Reference to a hypothetical interim standard for Wellard Road and Bertram Road The Amendment makes reference to upgrades of Wellard Road (Item J) and Bertram Road (Item K) to Neighbourhood Connector B ('NC B') standard and proposes that the entire cost of these upgrades be</p>	<p>Noted. The DCP documents have been reviewed and subsequently prepared in accordance with the requirements of LPS2 and SPP3.6.</p> <p>Noted. This argument is not applicable now in line with City Officers' recommendation, as lot yields will be used as the basis for calculating cost contribution liability.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>apportioned to DCA 1. We disagree with this for two reasons:</p> <ul style="list-style-type: none"> Both roads are shown on the draft <i>South Metropolitan-Peel Sub-regional Planning Framework</i> as regional roads, and the forecast traffic volumes will ultimately necessitate construction at Integrator A standard. It is not correct to assume that all of the traffic carried by these roads (either now or as NC B roads) is generated entirely by DCA 1. Both are likely to attract traffic from elsewhere. Apportionment of 100% of the cost of upgrades to DCA 1 to any standard is, therefore, inconsistent with the key principles of need and nexus. Further highlighting the issues with this approach is the fact that both roads already carry traffic numbers commensurate with those for which NC B standard roads are required. It is therefore apparent that the need for Wellard Road to be upgraded to a NC B standard (or higher) already existed prior to development of Providence. We are of the view that the City should assume responsibility for this existing demand as part of its role as infrastructure provider, and should not rely on new development to fund these shortfalls. It is understood by Eastcourt that the City has no intention of actually constructing these roads at NC B 	<p>Noted. In relation to both roads, independent engineering advice obtained suggests these roads will be required to be upgraded to an 'ultimate' standard to service future traffic (rather than an 'interim' standard) within the life of the DCP. Landowners are required to contribute to this item proportionally as per the figures contained within the traffic modelling report prepared by Cardno.</p> <p>Noted and agreed. The traffic modelling report has been revised in this regard, in consultation with effected landowners, and now clearly sets out traffic volumes generated both internally and externally to the DCA for each applicable item, in terms of total volumes and as a percentage of the total. It is proposed that the City commit to fund the road works share for Homestead Ridge, Stages 1 – 4 (Phase 1) of Emerald Park and external traffic for Wellard Road and Bertram Road (as per figures contained within the traffic modelling report).</p> <p>Noted. The total cost and design of the 'ultimate' standard has been determined</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>standard and that the NC B standard has been proposed as a means of recognising the relatively small contribution of DCA 1 to overall traffic volumes on these roads. The logic to this approach is inconsistent with SPP 3.6. It would be far more appropriate and transparent to estimate the total cost of Wellard Road and Bertram Road as Integrator A roads and apportion that figure on the basis of each neighbourhood's contribution (using actual or forecast traffic generation numbers) to the total traffic volumes. Total traffic volumes would include traffic generated by DCA 1 and elsewhere, including through traffic.</p> <ul style="list-style-type: none"> • In relation to both items, it is stated that construction of these items will not commence until 80% of the Net Developable Area of the catchment has been developed. Clarification of the rationale behind the use of an 80% threshold is requested, as it appears to be an arbitrary figure – particularly given that current traffic volumes already justify the need for the upgrades. Should it be the case that the City does intend to construct these roads at NC B standard, we request that the timing for delivery be brought forward, with the City to pre-fund the infrastructure as required. • In relation to Item J (Wellard Road upgrade), the inclusion of a land component to support an NC B road (as noted in the draft Scheme text) is not supported. The existing road reserve is 24 metres wide, which is more than adequate to accommodate an NC B road constructed in accordance with Liveable Neighbourhoods ('LN'). LN requires only a 19.4 metre reserve for NC B roads. 	<p>(as it falls within the life of the DCP) and this has then been apportioned on a proportional traffic generation basis as per the figures in the traffic modelling report.</p> <p>Noted. Rather than having a hypothetical trigger to initiate the provision of infrastructure, the timing of infrastructure provision will be detailed in the annual DCP1 report and City's Long Term Financial Plan.</p> <p>Noted, however given that the requirement for the 'ultimate' standard for Wellard Road is to an Integrator A standard (with cost contributions apportioned appropriately as a result), this concern is no longer applicable. A 34 metre wide road reserve is anticipated at present, with the exact width to be confirmed in the cross-sections contained within the DCP report.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> As a further side note, we are of the view that given the length of Wellard Road and the likelihood that the majority of local traffic will be using the portion north of Cavendish Boulevard, it would be more appropriate to separate it into two separate infrastructure items – i.e. Wellard Road (Millar Road to Cavendish Blvd) and Wellard Road (Cavendish Blvd to Bertram Road). This approach would be a better and more equitable reflection of actual usage by traffic within DCA 1. <p>3. Use of flawed traffic modelling for Wellard Road and Bertram Road</p> <ul style="list-style-type: none"> It is difficult to fully analyse the traffic modelling, as the traffic report is brief and lacks detail. We request that the full model, including the scope provided by the City and all assumptions, be made available so that it can be independently reviewed by our traffic consultant. We reserve the right to make further comments once this has occurred. <p>Nevertheless, based on the available information, we have a number of comments about the inputs into the modelling that are specified in the report including:</p> <ul style="list-style-type: none"> The traffic report states that the SATURN model used covers the City of Kwinana in its entirety. It is unclear whether this model factors in traffic inputs originating outside the municipality. Figure 2 of the traffic report indicates that the SATURN 	<p>Noted. This matter has been resolved in the traffic modelling report via the separation of the two lengths of Wellard Road. The applicable proportional cost contribution has been incorporated into the Cost Apportionment Schedule, though will still be contained within the one item (Item J).</p> <p>Noted. The City has consulted with landowners on the revised traffic modelling report, which will form the basis for apportioning cost contributions across a number of items in DCA1. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken. The peer review suggested several minor matters for revision, but did not find the traffic modelling report to be 'flawed'.</p> <p>Noted. The Traffic Modelling Report has been reviewed and revised, with input sought from Eastcourt and other affected landowners/developers. External traffic has been included within the revised report.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>model applied a very coarse road network, which is likely to result in over-estimation of traffic volumes on the modelled roads.</p> <ul style="list-style-type: none"> The traffic model adopts a 2031 horizon. Given that all strategic planning is now undertaken on the basis of a population of 3.5 million for Perth and Peel, it would be more appropriate to use this as the planning horizon. The traffic model uses Regional Operations Model plots from Main Roads WA that date to 2013. We query whether more recent ROM plots are available, as the 2013 plots pre-date the draft <i>South Metropolitan-Peel Sub-regional Planning Framework</i> and are potentially obsolete. The traffic catchments appear to be local structure plan boundaries and do not necessarily reflect patterns of movement. The catchments defined as Bollard Bulrush 1, Bollard Bulrush 3 and Emerald Park are too large and fail to recognise the geographic constraints arising from the Bollard Bulrush wetland. We recommend that the Bollard Bulrush 1, Bollard Bulrush 3 and Emerald Park catchments are further broken down to recognise the significant geographic constraint created by the wetland. The traffic report states that DCA 1 contributes 33% - 45% of total traffic using Wellard Road, and 32% - 61% of traffic on Bertram Road. These ranges are very broad and do not allow for an accurate determination of need and nexus or equitable cost apportionment. 	<p>Noted. The Traffic Modelling Report has been reviewed and revised, with input sought from Eastcourt and an independent peer review undertaken. No issues were found with the Saturn model.</p> <p>Noted. The Traffic Modelling Report has been reviewed and revised using updated Main Roads WA ROM2031 data, with input sought from Eastcourt and other affected landowners/developers.</p> <p>Noted. Revised traffic data from Main Roads WA was sought by Cardno (ROM2031) and forms the basis of the traffic modelling report.</p> <p>Noted. The City has consulted with landowners on the revised traffic modelling report, which will form the basis for apportioning cost contributions across a number of items in DCA1. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken.</p> <p>Noted. The Traffic Modelling Report has been reviewed and revised, with input sought from Eastcourt and an independent peer review undertaken. The Traffic</p>

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			<ul style="list-style-type: none"> The traffic report uses AM and PM peak traffic volumes to determine traffic usage. Given the obligation under TPS2 to satisfy the key principles of Need / Nexus, Transparency and Equity, it would seem more appropriate to base reporting on total volumes as opposed to peak period volumes. <p>In relation to Wellard Road specifically:</p> <ul style="list-style-type: none"> The modelling shows that 60% of the traffic using Wellard Road is external to DCA 1, and yet the DCP requires that 100% of the upgrades should be funded by the DCA 1 area (albeit to a lesser standard). The model indicates that 5 out of 8 daily trips originating from Providence are going to use Wellard Road. The (current Cardno) traffic report is silent on the assumptions used for trip attractors (such as employment nodes, schools and retail centres). As mentioned above, these assumptions should be made available for review. 	<p>Modelling Report now no longer includes these ranges.</p> <p>Noted. The City has consulted with landowners on the revised traffic modelling report, which will form the basis for apportioning cost contributions across a number of items in DCA1. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken. The peer review suggested several minor matters for revision, but did not find the traffic modelling report to be flawed.</p> <p>Noted. It is proposed that the City commit to fund the road works share for Homestead Ridge, Stages 1 – 4 (Phase 1) of Emerald Park and external traffic for Wellard Road and Bertram Road (as per figures contained within the traffic modelling report).</p> <p>Noted. The Traffic modelling report has been reviewed and revised, with input sought from Eastcourt. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken. The peer review suggested several minor matters for revision, but did not find the traffic modelling report to be flawed. Trip attractors have been accounted for in the modelling work undertaken by Cardno.</p>

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			<p>In relation to Bertram Road specifically:</p> <ul style="list-style-type: none"> The report does not explain why there is such a significant discrepancy in traffic volumes between the AM / PM peak periods and it is unclear as to whether this relates to the assumptions used in the model. This should be clarified. The model apportions a high volume of traffic onto Bertram Road from Bollard Bulrush 3 and Emerald Park (a combined 85% of all DCA 1 traffic in the PM peak). As mentioned above, the catchments are too large and fail to recognise that the Bollard Bulrush Wetland is a natural obstruction that will divert a considerable proportion of traffic from Bollard Bulrush 3 to the south, away from Bertram Road. <p>In relation to both Wellard Road and Bertram Road:</p> <ul style="list-style-type: none"> The Scheme text states that the cost apportionment for the DCA 1 is calculated on the basis of traffic volumes, and then subsequently proportioned to the traffic catchments on a secondary calculation. Finally the costs within the traffic catchments are allocated on a Net Developable Area. This is unnecessarily complicated. We believe that the costs should be allocated on a per lot basis, being the generating demand unit for roads. <p>4. Lots created prior to January 2013 It is noted that the DCP apportions the cost of certain infrastructure items to the entire Emerald Park project,</p>	<p>Noted. The Traffic modelling report has been reviewed and revised, with input sought from Eastcourt. Concerns raised during the consultation process have been taken into account, with an independent peer review subsequently undertaken. The peer review suggested several minor matters for revision, but did not find the traffic modelling report to be flawed</p> <p>Noted.</p> <p>Noted and supported. The City has considered submissions received in this regard and will now be recommending calculation of cost contribution liability based on lot yield as opposed to NDA.</p> <p>Lots developed in Emerald Park prior to the 'effective date' of Amendment 132 paid contributions based on infrastructure in</p>

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			<p>notwithstanding that a large percentage of this project was developed (and lots created) prior to 1st January 2013. The draft DCP is flawed in that these lots are not liable to pay contributions, and it is unclear as to how this portion of demand has been accounted for in the DCP. We are of the view that this portion of demand generated by these pre-existing lots should be funded by the City in a similar manner to the demand generated by Homestead Ridge, as opposed to the current approach, which is to spread the cost across the remainder of the contribution area. This approach is clearly inconsistent with the key guiding principles set out in clause 6.16.5.6 of TPS2.</p> <p>5. Bertram Road and Mortimer Road upgrades The requirement for contributions toward the upgrade of Bertram Road and Mortimer Road is not supported. There is no demonstrated need or nexus between Providence and this item. Given that the upgrade has been completed, it is clear that the need for the upgrade exists already and should have been wholly funded through the existing operative version of the DCP. The proposal to retrospectively include Providence and others into the contribution area without any demonstration of need / nexus is a cost recovery exercise that is beyond the power of the current statutory framework, and is not supported.</p> <p>6. Johnson Road realignment and upgrade The inclusion of this item and that portion of this road, along with the Johnson Road culvert (Item L) is now constructed and created. As such, the proposed Scheme text and the DCP Report (as relevant) should be amended to:</p> <ul style="list-style-type: none"> Acknowledge completion of the item as part of the development of Providence and include actual costs as 	<p>the then prevailing DCP as established by Amendment 91. Amendment 132 introduces new infrastructure that will have its cost distributed across all undeveloped land as at 27 June 2012. As previously stated, the revised Traffic Modelling will inform contribution responsibilities for post 27 June 2012 development. The City may have a liability in respect to other items of infrastructure for which there is an existing population contributing to the need or where the City has not collected sufficient funds during the past operation of DCA1. The City is liable for lots created prior to the 'seriously entertained' date of Amendment 87 (being prior to 22 October 2003).</p> <p>Noted. The revised Traffic Modelling Report informs contribution responsibilities for post 27 June 2012 development.</p> <p>Noted. This will be addressed in the DCP Report. Actual costs incurred through pre-</p>

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		Object	<p>opposed to estimates;</p> <ul style="list-style-type: none"> • Credit these actual costs for Items H and L against Eastcourt's overall cost liability under the DCP; and • Specifically include the roundabout at the intersection of Irasberg Parade and Fairhaven Boulevard as part of the item to be funded through the DCP, given that this roundabout would not be required if Johnson Road had not been realigned. <p>A modification to the DCP Report is also requested in relation to this item. Table 3 therein states as follows in relation to Item H: "DCP to meet only the cost associated with an Access Street B standard with the City meeting this over and above cost of a Neighbourhood Connector A or equivalent"</p> <p>It is proposed the text should state: "DCP to meet only the cost associated with the difference between an Access Street B standard and a Neighbourhood Connector A standard (or as-constructed),</p>	<p>funding of infrastructure items contained within the DCP (and with the prior agreement of the City) will be included in the Cost Apportionment Schedule wherever possible.</p> <p>Noted and agreed, subject to prior agreement with the City. Any pre-funding of works for approved DCP items will be factored into the Cost Apportionment Schedule.</p> <p>Noted. City Officers have discussed this matter and it is noted that the Traffic and Movement Network report (May 2012) which accompanied the Local Structure Plan included the need for a roundabout at this intersection (amongst two others within the LSP area). As such, this is taken to be a requisite component of the LSP and subsequent subdivision of the site and not as part of the broader DCP.</p> <p>Noted. The DCP states that contributions will be sought for the difference between a Neighbourhood Connector A road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs.</p>

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			<p>including the cost of the additional land required to accommodate the higher order road"</p> <p>This reflects the fact that the Johnson Road upgrade has been completed and created and that a noteworthy amount of land was allocated to accommodate that upgrade, as mandated by the City of Kwinana through the planning process.</p> <p>As discussed above, it is also requested that costs for this item be apportioned on the basis of traffic volumes or lot yield, not Net Developable Area, as this is more equitable and accurate.</p> <p>7. Scheme text</p> <p>The following comments are made on various aspects of the text proposed to be added to Schedule V of TPS 2.</p> <ul style="list-style-type: none"> • DCA 1 Net Developable Land Area Map Set By Amendment 132 The scheme text proposes to define the Net Developable Land Area via the 'green' Developable Area on the scheme map. The Developable Area as defined in this map is inaccurate and does not follow the approved EPP Wetland boundary surrounding the Bollard Bulrush wetland. As such, it can be argued that costs cannot be apportioned to these areas. The map also appears to include the MRS Tramway Reserve within the Net Developable Land Area which is exempt from cost contributions. These issues subsequently follow through all scheme Figures A1 to F. • Section 1.2 – Roads and Drainage Reference to <i>"all associated infrastructure works"</i> (or similar) in relation to Items C, G, H, J, K and L (among others) is not supported. The standard of infrastructure 	<p>Agreed. Catchment maps have been amended to show the total catchment area applicable to the respective item (this includes areas such as the Bollard Bulrush Wetland).</p> <p>Noted. The reference to all associated infrastructure works is further defined within the revised Scheme text and will be further elaborated on in the DCP report.</p>

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			<p>for road upgrades should be clearly detailed, referring specifically to components such as earthworks, pavement, kerbing and drainage. The current wording is open to interpretation and fails to provide certainty for contributors.</p> <ul style="list-style-type: none"> Section 2.2 – Methodology In instances where costs are apportioned using traffic volumes, the Scheme should state the specific cost apportionment (based on traffic modeling that has been completed and agreed), as opposed to a vague reference to traffic modeling to be completed at a later date. In this regard, as mentioned above, we request that the updated traffic modelling be made available to affected landowners in full to enable comprehensive scrutiny. The traffic modelling should be a collaborative undertaking between affected landowners and the City, as opposed to the current ‘publish and defend’ approach. Section 3.3 – Cost Review The term ‘net pre-funding’ is confusing and inconsistent with other DCPs. We request that the term ‘contribution credit’, as referenced in the draft revised version of SPP 3.6 (July 2016), be used. In addition, the Scheme text should clearly set out the method for administering contribution credits, including the method of reimbursement and indexation. <p>We do not support use of the term ‘escalation’ in this section, as it implies that costs can only escalate and fails to account for potential falls in the cost of infrastructure provision as a consequence of general economic conditions. Instead, the Scheme text should</p>	<p>Noted and supported. Liaison with landowners on this issue has already been established. Reference to the specific traffic modelling report will be in Schedule V of TPS2 and provided in full to be attached to DCP report.</p> <p>Noted. While both terms have the same effect, “contribution credit” will be used where applicable. It is important to recognise the credit may also relate to the local government pre-funding.</p> <p>The term “escalators” is used in other DCPs. The percentage used as the escalator can be positive or negative. (e.g. the term ‘negative growth’ is sometimes used in financial analysis). Notwithstanding, it is</p>

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			<p>refer to a periodic review based on an appropriate index, as mentioned in Schedule ZZ of SPP. Alternatively, clarification confirming that costs may fall could be added.</p> <ul style="list-style-type: none"> Section 3.4 – Definitions In order to provide ongoing clarity and certainty, the Scheme text should be a stand-alone document and should not reference definitions contained within lower order documents such as the DCP Report or Liveable Neighbourhoods. Any terms considered worthy of definition should be defined in the Scheme text. Please refer to our attached advice from Moharich and More for further detail in this regard. Section 5.1 – Priority and Timing This section is at odds with the prescriptive nature of Section 2.2, which includes very specific provisions around timing for certain infrastructure items (e.g. the 80% threshold used for several items). These two sections should be rationalised in order to provide a consistent and transparent approach to timing for provision of infrastructure. Upon review of other operational DCPs in the metropolitan area, it is apparent that Priority and Timing is generally deferred to a Capital Expenditure Plan (or similar) produced annually in conjunction with, or as part of, the DCP Report and Cost Apportionment Schedule. We recommend that the wording is modified to reflect this, and that the references to timing in Section 2.2 removed. 	<p>proposed not to proceed with this approach, due to the lack of inflation in such cost items and the additional administrative burden. Any cost revision will be picked up as part of the annual review of the Cost Apportionment Schedule, which would then be adopted by Council.</p> <p>Noted and generally supported.</p> <p>Noted. The preparation of a Capital Expenditure Plan (CEP) is not required by SPP3.6 for DCPs related to standard infrastructure. Notwithstanding, the City has prepared a Long Term Financial Plan (LTFP) for standard infrastructure to inform the City's future budgeting. The timing of items will also be further discussed in the DCP1 report to align with the LTFP.</p>

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			<p>8 - DCP Report</p> <p>The drafting of the DCP Report is convoluted, fragmented and poorly formatted. It brings in new concepts within the DCA 1 which have not been contemplated within TPS 2 and effectively goes beyond power.</p> <p>The following outlines the major issues within the DCP Report.</p> <ul style="list-style-type: none"> Section 1.1.2 – Operative Date The DCP Report states that the “<i>operative date</i>” of the DCP is 1 January 2013. This is contrary to: Section 5.4 of SPP 3.6, which states that “<i>a development contribution plan does not have effect until it is incorporated into a local planning scheme. As it forms part of the scheme, the Town Planning Regulations 1967, including advertising procedures and the requirement for Ministerial approval will apply to the making or amendment of a development contribution plan</i>” Section 5.4 of the draft new version of SPP 3.6, which makes the same statement as the existing version but with reference to the Planning and Development (Local Planning Schemes) Regulations 2015. As a component of a local planning scheme, developer contribution plans do not become operative until the relevant amendment is published in the Government Gazette. The developer contribution plan cannot become operative any sooner than this date. It is requested that this be rectified and all reference to back-dating be deleted. It should be noted that this would trigger changes to the calculated costs, which 	<p>SPP 3.6 s.5.4 Characteristics of a developer contribution plan states ‘<i>In interim situations, where a local government has received consent to advertise a development contribution plan, land within that development contribution area will be considered to be subject to a development contribution plan.</i>’ 27 June 2012 relates to the date when the consent to advertise was in force. While legal advice does not rule out use of the term ‘operative’ in this context, ‘effective date’ will instead be the referenced term.</p> <p>Planning and Development (Local Planning Schemes) Regulations 2015 Part 7, 73 (4) states “<i>The Commission must not refuse to grant subdivision approval on the grounds that a development contribution plan is being prepared for the area covered by the subdivision unless that plan has already been advertised.</i>”</p> <p>This is further supported by the Guidelines to accompany SPP 3.6 where 4.2.1.1 Imposition of requirement for contribution states “ <i>Where a DCP has not yet been</i></p>

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			<p>are based on 1 January 2013 being the operative date.</p> <ul style="list-style-type: none"> Section 4.1 ('Period of Operation') of the Scheme text makes reference to the DCP being effective for a period of 20 years. Even factoring in a commencement date of 1 January 2013, this appears excessive, particularly as many parts of DCA 1 have already been developed. It is recommended that this be reviewed in the context of SPP 3.6, which recommends a maximum period of 5 years, and the draft SPP 3.6 Guidelines, which recommend a lifespan of 5-10 years. To transition DCA 1 at the operative date of Amendment 132, we consider it essential to include fully audited accounts of the existing scheme from the original date of commencement. Without these, we cannot determine if DCA 1 has collected the necessary cost contributions, prior to being expanded across the new areas. Nor can we determine if there are any accounting and/or auditing issues these need to be addressed by the City prior to Amendment 132 being progressed. 	<p><i>included in a local planning scheme via a gazetted amendment, but has been advertised as an amendment to the scheme, the WAPC will support imposition of a condition of subdivision. This condition effectively anticipates some form of contribution being required but acknowledges that the exact nature of that contribution cannot be known until the DCP has been endorsed by the Minister in its final form and included in a local planning scheme."</i></p> <p>There is no recommended period of operation. It is common for infrastructure DCPs to run up to 20 years. There may be some confusion with Community Infrastructure Plans which often have a projected life of 5-10years (Appendix 3 of SPP 3.6). A DCP is required to be reviewed at least every 5 years but this does not imply a maximum life of 5 years.</p> <p>Noted. This is not directly related to Amendment 132 and can be addressed in the post-gazettal DCP Report/CAS. The City is however currently in the process of undertaking an audit of its DCP1 accounts and in this regard will seek to comply with its obligations under LPS 2 s.6.16.5.16.3 regarding the publishing of annual audited statement of accounts for the DCP.</p>

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			<ul style="list-style-type: none"> Section 4.2 – Contingencies A contingency of 20% is specified in this section. We consider this to be far in excess of what is appropriate. It is a significant up-front burden on the developer and is likely to result in a surplus of funds that will take time to be reimbursed. It is noted that the draft Guidelines to accompany SPP 3.6 specifically discourage “an over conservative contingency allowance” and advocate contingencies “set at realistic levels consistent with development industry standards and subject to monitoring” which is fundamental to the DCP policy framework. In accordance with industry standards and the Guidelines, it is requested that a more realistic contingency, in the order of 5%, be used. As an aside, we note that one of the cost estimates actually includes a 30% provision. We assume that this is a formatting error and will be addressed as part of the review post-advertising. Section 5.2.1 – Cost Review Input Into Contribution Rate Revisions The DCP Report is inconsistent with the obligations of TPS 2, reference attached Moharich & More comments. Section 5.2.2 – Calculating the Cost Contribution The formula set out in Section 5.2.2 is incorrect. It should be: $ER = (IC/TC \times IER) + (AC/TC \times AER)$ The Administration Escalation Rate (AER) is a multiplier, not an addition as stated in the advertised version of the DCP Report. 	<p>Industry practice is to apply contingencies relative to the degree of design certainty. This can vary from an allowance of 5% to 30%. There is no contingency applied to completed works. For infrastructure works such as roads, advice from an independent consulting engineer has been and will continue to be sought. In the case of road costing estimates based on concept designs, a contingency of 20% has been applied.</p> <p>Noted. See separate response to Moharich and More on the following page.</p> <p>Noted. This typographical error had been identified and corrected.</p>

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			<p>CONCLUSION</p> <p>As demonstrated throughout this submission and the advice provided by Moharich & More, there remains a considerable amount of information in the Amendment and DCP Report that is either incorrect, unclear, or contrary to the City's obligations under TPS 2.</p> <p>We are of the view that the Amendment, in its current form, is flawed and should not be progressed any further by the City until such times as all of our concerns have been addressed.</p> <p>We note that the City is continuing to work with landowners to address concerns around traffic modelling and we are fully supportive of this approach.</p> <p>MOHARICH & MORE Advice to Eastcourt Property Group</p> <p>15 Regulation 73 confirms that neither the Commission nor the local government can levy a contribution unless there is a DCP in place. This makes these Contribution Deeds that you have been obligated to sign questionable under the new regime. The provisions are in the following terms –</p> <p style="padding-left: 40px;">‘Effect of development contribution plan</p> <p style="padding-left: 40px;">(1) A local government must not levy a contribution for the provision of infrastructure or facilities for an area unless there is a development contribution plan in place for the area.</p> <p style="padding-left: 40px;">(2) The Commission must not grant subdivision approval subject to a condition that a person may be required to make a contribution to the provision of infrastructure or facilities for the area covered by the subdivision if a development contribution plan</p>	<p>Noted</p> <p>However, Regulation 73 (4) states “<i>The Commission must not refuse to grant subdivision approval on the grounds that a development contribution plan is being prepared for the area covered by the subdivision <u>unless that plan has already been advertised.</u></i>”</p> <p>This is further supported by the Guidelines to accompany SPP 3.6 where 4.2.1.1 (Imposition of requirement for contribution) states “<i>Where a DCP has not yet been included in a local planning scheme via a gazetted amendment, but has been advertised as an amendment to the scheme, the WAPC will support imposition of a condition of subdivision</i>”. This condition effectively anticipates some form</p>

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			<p>is not in place for the area.'</p> <p>16 I find it troubling that the DCP Report suggests that the 'operative date' of the DCP is 1 January 2013 (page 3 DCP Report). This is not the operative date – the operative date is the date upon which Amendment 132 is published in the Government Gazette. Because of this misunderstanding, the way in which the rest of the DCP Report operates is unusual, in that it calculates the costs as at 1 January 2013.</p> <p>17 Clause 6.16.5.11 does not allow for the indexing or factoring of costs. In respect of estimated costs, it would be possible to choose a date upon which the estimate is to apply, however, in respect of actual costs expended, there is no capacity to index – it must be calculated on the amount expended.</p> <p>18 I am also concerned that the DCP Report purports to identify those lots where liability has been extinguished. This goes far beyond the information that should be detailed in a DCP Report. It is essentially a legal right (that is, a right to avoid liability under the DCP) and therefore</p>	<p>of contribution being required but acknowledges that the exact nature of that contribution cannot be known until the DCP has been endorsed by the Minister in its final form and included in a local planning scheme.</p> <p>Noted. 27 June 2012 (formerly 1 January 2013) relates to the date when the consent to advertise was in force based on SPP 3.6 s.5.4, Regulations 73 (4) and Guidelines 4.2.1.1. While legal advice does not rule out use of the term 'operative' in this context, 'effective date' will instead be the referenced term.</p> <p>Cl.6.16.5.11 appears silent on the issue of indexing or escalating costs. Reference is made, however, to 6.16.5.10.2 “<i>The Development Contribution Plan report and the Cost Apportionment Schedule shall set out in detail the calculation of the cost contribution for each Owner in the Development Contribution Area <u>based on the methodology provided in the Development Contribution Plan.</u>” It therefore appears the DCP can determine the methodology.</i></p> <p>Noted. This wording has been revised to comply with LPS2 cl.6.16.5.13</p>

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			<p>should be enshrined in the legislation, not buried in the DCP report</p> <p>19 I also note that this purported 'deeming provision' is written in language which is legally ambiguous. At the top of page 4, the DCP Report states – 'Development that occurred prior to 1 January 2013 is deemed to have had its contribution liability extinguished under the then prevailing DCA 1 and Schedule V.'</p> <p>20 There is no definition of 'development' given in the DCP Report. Does this mean the issue of a subdivision approval? the clearance of conditions? the issuing of titles? This concept is inconsistent with the provisions of TPS2 at clause 6.16.5.13.2 that set out the triggers for liability for payment of a contribution.</p> <p>21 On the basis that land 'developed' prior to 1 January 2013 is not included, it is not clear to me whether the land that is liable to make contributions is burdened by the contributions that would otherwise have been required to be paid by the 'developed' land.</p> <p>22 So for example, if there is a need for a road upgrade, and 20% of the land holdings were 'developed' prior to 1 January 2013, does that mean that the City absorbs those costs, or are they then apportioned to those that are still undeveloped? The DCP Report does not make that clear at all.</p> <p>24 I would have thought that the best way forward would be to define the natural catchments for each of the</p>	<p>Noted and agreed. Wording has been changed.</p> <p>Noted and agreed. Cl.6.16.5.13.2 should apply and the definition stated.</p> <p>The 'developed' land obligations are discharged upon payment of the cost contribution (cl.6.16.5.13.2) and not transferred on to 'undeveloped' land.</p> <p>Noted. Infrastructure items prevailing prior to Amendment 132 have received contributions from development. Any undeveloped land within the catchment of such infrastructure will be liable for the pro rata contribution in accordance with the traffic modelling report where appropriate and based on estimated future lot yield.</p> <p>Noted. As noted earlier, lot yield has been recommended as the basis for</p>

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			<p>infrastructure items (that is, where there is a nexus between the infrastructure item and development), and then apportion the costs based on dwelling yield throughout the catchment, and to the extent that land has already been subdivided without a Contribution Deed in place, just work on the basis that those costs will need to be absorbed by the local government.</p> <p>25 This brings me to my next issue – one of definitions. There appears to be a number of inconsistent terms used throughout the DCP (Amendment 132) and throughout the DCP Report.</p> <p>26 These include –</p> <p>26.1 ‘undeveloped land holdings’</p> <p>26.2 ‘net developable land’</p> <p>26.3 ‘net developable area’</p> <p>26.4 ‘remaining net developable area’</p> <p>26.5 ‘remaining net developable land area’</p> <p>26.6 ‘developable area’</p> <p>26.7 ‘developable land area’</p> <p>26.8 ‘catchment’</p> <p>26.9 ‘Catchment Area’.</p> <p>27 Only two of those terms are defined –</p> <p>27.1 ‘Net developable land’ is defined right at the bottom of the DCA Table. The definition is by reference to Liveable Neighbourhoods. This is not good drafting practice, because if Liveable Neighbourhoods is revoked or amended, it will impact upon this definition.</p> <p>27.2 ‘Developable area’ is defined by way of the DCP figures.</p> <p>28 There appears to be no correlation between these 2 concepts in the provisions.</p>	<p>apportioning costs as opposed to the previously used NDA.</p> <p>Noted. This issue of consistency has been addressed.</p> <p>Noted. Reference to Liveable Neighbourhoods will be qualified by “as amended from time to time”</p> <p>Noted</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>29 Of concern, there are a number of references in the calculation methodology to 'remaining net developable land area' but there is no guidance provided as to what 'remaining' actually means. Does this reduce the pool of landowners for contributions? It is not clear.</p> <p>30 I also note that while TPS2 using the term 'Cost Contribution', Amendment 132 uses the term 'Contributions'. Is this the same thing?</p> <p>Under Infrastructure items and nexus: 32.2 The second is that to the extent that Infrastructure items have a regional demand, then this demand should be factored in to the cost apportionment. There is case law to this effect in Ironbridge Holdings Pty Ltd v Western Australian Planning Commission [2007] WASAT 305.</p> <p>33 Clause 6.16.5.6 (Guiding Principles) also includes the requirement for – '(b) Transparency Both the method for calculating the Cost Contribution and the manner in which it is applied should be clear, transparent and simple to understand and administer'.</p> <p>34 The requirement for transparency should be enshrined in the DCP (i.e. the planning scheme) itself, not in the DCP Report. The methodology should not be able to be amended or varied by the DCP Report.</p> <p>35 The way in which Amendment 132 currently addresses methodology is neither clear, transparent nor simple to understand.</p>	<p>Noted. The definition has been addressed.</p> <p>Noted. Yes 'Cost Contribution' and 'Contribution' have the same meaning. The term 'cost contribution' will be used for purposes of consistency.</p> <p>Noted. This matter has been informed by the traffic modelling and both external traffic and existing development (i.e. that created prior to 27 June 2012) are accounted for.</p> <p>Noted and agreed. Methodology is stated in Amendment 132 Schedule V under the heading 'Administration'. This has been reviewed to ensure comprehensiveness.</p> <p>Noted. The DCP contains the approach to the methodology but the DCP report will contain the detail and calculations.</p> <p>Noted. Methodology is stated in Amendment 132 Schedule V under the heading "Administration". This has been reviewed to ensure comprehensiveness.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>36 I note that in most circumstances the cost contributions are based upon m2 of net developable land area. As discussed, in relation to residential focused DCPs, it is not equitable to those developers who have chosen to provide larger lots. In addition because calculations are based upon 'net developable land area', any developer who provides greater than required public open space (or other community use land) is not compensated for this – the land is treated for the purpose of the DCP as generating demand. This is clearly inequitable.</p>	<p>Noted. While the issues of larger lots and greater area of POS are largely marketing issues, as noted elsewhere, lot yield has been recommended as the basis for apportioning costs as opposed to the previously used NDA.</p>
6.	<p>Marinus Hendrik Van Asselt & Jillian Patricia Van Asselt and Bollard Pty Ltd through Altus Planning & Appeals, 68 Canning Hwy, South Perth WA 6151</p> <p>Affected Property: Lot 500 Bertram Road, Wellard and Lot 501 Bertram Road, Wellard</p>	Object	<p>Developable area:</p> <ul style="list-style-type: none"> Developable area around Bollard Bulrush wetland appears to be based on land outside the default buffer. The extent of this buffer is being challenged. Base mapping that has been relied upon appears to be out of date and incorrect. The draft Cost Apportionment Schedule ('CAS') notates that developable areas for Lots 500 and 501 are 36,101m² and 39,166m² respectively. Based on our calculations, the combined developable area of our clients' LSP is some 3,300m² less. The developable areas appear to have been calculated as at 1 January 2013, but given that the majority of land within DCA1 has completed or is currently going 	<p>Noted. Catchment maps have been amended so as not to distinguish the Bollard Bulrush Wetland from the broader catchment area (where applicable). This then allows for any changes in the wetland boundary to occur without the need to further amend the catchment maps (where applicable).</p> <p>Noted. This issue is no longer applicable for lots yet to be developed (or those developed post- 27 June 2012) as lot yields are recommended as the basis for apportioning cost contributions as opposed to NDA.</p> <p>Noted and supported. In line with City Officers' recommendation, lot yields will be</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>through the structure planning process, we are of the view that it would be more appropriate (and accurate) for the developable areas to reflect what has been included in those structure plans.</p> <p>Clarification on construction standard for infrastructure and contributors</p> <ul style="list-style-type: none"> Clause 4.1.6.3 of the draft Guidelines to accompany State Planning Policy 3.6: Development Contributions for Infrastructure (SPP 3.6 Guidelines) state that: <i>"In order to ensure that the principles of nexus and equity are upheld, the cost of an infrastructure item must be met by all those who generate its need. This may include the existing local community, future populations and any users from outside the DCA itself. The DCP system may only require cost contributions from landowners for the proportion of infrastructure requirements directly generated by the development they undertake"</i> <p>Having regard to the above, it is submitted that the proportion of demand/need generated for any road upgrade(s) by DCA1 first needs to be calculated, with the levy then based on their relative contribution to the need. For example, if 40% of the need for any upgrade(s) to Bertram and Wellard Roads arises from DCA1 (as suggested by the Traffic Modelling) and the remaining 60% from outside, then DCP1 should only contribute 40% to the cost of that item.</p> <p>Method of calculation</p>	<p>used as the basis for calculating cost contribution liability. Lot yields for traffic modelling have been based on approved structure plans or other evidence of future yield (such as concept plans), or have been based on an R25 yield (minus 30% of the total Urban zoned site area) where no structure plan has been prepared.</p> <p>Noted and agreed. This change has been reflected in the revised traffic modelling report and will inform the applicable cost contribution as per the Cost Apportionment Schedule.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> It is suggested that the draft DCP Report and Cost Apportionment Schedule as advertised with A132 shows estimates dated 1 January 2013 and that neither the Minister's direction nor SPP3.6 have been appropriately addressed. With recent shifts in the Perth economy, costs from 2013 will be vastly different from 2016 and obtaining any meaningful understanding of the cited infrastructure costs are difficult if not impossible. It is noted that in the draft cost apportionment schedule lot numbers and ownership details are not always accurate. <p>Inadequate Justification for Infrastructure Items to be Funded</p> <ul style="list-style-type: none"> There is inadequate modelling within the Cardno Traffic Report to justify the apportionment of costs for the road infrastructure items listed in A132. SPP 3.6 makes it clear that a DCP must demonstrate need, nexus and equity for included infrastructure items. Further, there is a requirement in the Minister' direction for "Traffic modelling to be prepared to apportion demand within various methodology areas". <p>The A132 has failed to address the underlying principle of SPP 3.6 and the Minister for Planning's directive. It is suggested a more comprehensive Traffic Assessment needs to be undertaken to appropriately identify and share costs between DCA1 landowners and existing residents alike. The</p>	<p>The date at which the infrastructure and methodology contained in Amendment 132 takes effect from is 27 June 2012, based on SPP 3.6 s.5.4, Regulations 73 (4) and Guidelines 4.2.1.1.</p> <p>Noted. These will be subject to further review prior to future adoption of the Cost Apportionment Schedule.</p> <p>Noted. The traffic modelling report has been reviewed and revised subsequent to the formal advertising period in conjunction and through consultation with affected landowners, with an independent peer review also undertaken. Requisite changes have been incorporated into the traffic modelling report, including the identification of external traffic and traffic generated within the Amendment area.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>Authority would like to reserve the right to undertake a more thorough review.</p> <p>Other points for Consideration</p> <p>Operative Date</p> <ul style="list-style-type: none"> A132 states the DCP will run for 20 years from the date that development became subject to the DCP, with the DCP report citing 1 January 2013. This date is simply based on the original advertising period for the Amendment in late 2012. This is fundamentally incorrect as SPP3.6 is patently clear that a DCP only comes into operation once it is gazetted and no sooner. <p>A132 should be amended to rectify the operative date error and any discussion of the formal DCP Report to “reset all costs” to the gazettal date deleted. This further reinforces the need for the DCP report and Cost Apportionment Schedule to be reviewed to current estimates and not have its basis in January 2013.</p>	<p>The reference date of 27 June 2012 for calculation of contributions and extinguishment of land liability is fully supported by the following:</p> <p>SPP 3.6 s.5.4 Characteristics of a developer contribution plan, states “<i>In interim situations, where a local government has received consent to advertise a development contribution plan, land within that development contribution area will be considered to be subject to a development contribution plan. Development contributions can be calculated but cannot be collected prior to gazettal of the plan.</i>” 27 June 2012 relates to the date when the consent to advertise was in force.</p> <p>Planning and Development (Local Planning Schemes) Regulations 2015 Part 7, 73 (4) states “<i>The Commission must not refuse to grant subdivision approval on the grounds that a development contribution plan is being prepared for the area covered by the subdivision <u>unless that plan has already been advertised.</u></i>”</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<p>Clarity of Works</p> <ul style="list-style-type: none"> Schedule 5 of TPS2, as proposed by A132, sets out vague descriptions of works to be undertaken. This includes reference to “.and other necessary works” and “...all associated infrastructure works’. Works to be funded and undertaken via the DCP must be clearly set out in the DCP and not remain open to interpretation or work creep. <p>Lot 211 Colchester Avenue</p> <ul style="list-style-type: none"> The cost apportionment schedule identifies the Authority as the owner of Lot 211 Colchester Avenue, Orelia. This is incorrect as the land is Crown land under the management of the Water Corporation. <p>Sulphur Road Bridge</p>	<p>This is further supported by the Guidelines to accompany SPP 3.6 whereby 4.2.1.1 Imposition of requirement for contribution states “<i>Where a DCP has not yet been included in a local planning scheme via a gazetted amendment, but has been advertised as an amendment to the scheme, the WAPC will support imposition of a condition of subdivision. This condition effectively anticipates some form of contribution being required but acknowledges that the exact nature of that contribution cannot be known until the DCP has been endorsed by the Minister in its final form and included in a local planning scheme.</i>”</p> <p>Noted. The reference to all associated infrastructure works is further defined within the revised Scheme text and will be further elaborated on in the DCP report.</p> <p>Noted. This will be updated in the Cost Apportionment Schedule.</p>

	Submitter and property affected by amendment (where applicable)	Overall object / support / neutral	Summary of Submission	City response
			<ul style="list-style-type: none"> The DCP Report provides cost estimates for the Sulphur Road Bridge construction, however the bridge is fully constructed. Costs should be actual rather than estimated. This further demonstrates that the DCP Report and Cost Apportionment Schedule must be reviewed and not have their foundations in 2013 	Noted. Term 'estimates' will be replaced with 'actuals'. This is unlikely to affect the numbers.

ATTACHMENT C
Revised Development Contribution Plan
for DCA1 under Fifth Schedule of LPS2

Development contribution area name	BERTRAM / WELLARD / PARMELIA (NORTH EAST) / ORELIA (EAST)	
Map reference on scheme map	DCA1	
Infrastructure and Administrative Items to be funded	1.1	Bridge
	Item A	100% of the cost of construction of the Sulphur Road Bridge over the railway line immediately south of the proposed Thomas Road Station.
	1.2	Roads and Drainage
	Item B	The development of storm water management infrastructure on the Peel Main Drain in accordance with the requirements of the Water Corporation to service the flows north of Bertram Road.
	Item C	Bertram Road upgrade (Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson Road/Bertram Road Intersection treatments) including all associated infrastructure works.
	Item D	Johnson Road upgrade (north of Peel Lateral Drain to Holden Close from a rural standard to urban standard being a Neighbourhood Connector A or equivalent) including all associated infrastructure works.
	Item E	Johnson Road upgrade (south of Peel Lateral Drain to Bertram Road, from rural standard to an urban standard being a Neighbourhood Connector A or equivalent) including all associated infrastructure works.
	Item F	The construction of a dual use path on the eastern side of Johnson Road from Holden Close to Bertram Road
	Item G	The upgrading of Johnson Road (south of Bertram Road) to the eastern edge of the Peel Main Drain Reserve to a Neighbourhood Connector A standard (or equivalent) including all associated infrastructure works.
	Item H	Johnson Road (west side of the Peel Main Drain Reserve to Millar Road). The construction of a new road from the west side of the Peel Main Drain Reserve southward. Contributions will be sought for the difference between a Neighbourhood Connector A standard road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs.
	Item I	The construction of a road linkage across the Parks and Recreation Reserves in the Bertram locality reflected on the approved Casuarina Structure Plan.
	Item J	Wellard Road upgrade (Bertram Road to Millar Road) to an Integrator A standard, or equivalent, including all associated infrastructure works.
	Item K	Bertram Road upgrade (Challenger Avenue to Wellard Road) to an Integrator A standard, or equivalent, including all associated infrastructure works.
	Item L	Johnson Road provision of a new culvert and road crossing over the Peel Main Drain Reserve connecting Items G and H, to a Neighbourhood Connector A standard, or equivalent, including all associated infrastructure works costs.
	Item M	New road culvert and road crossing over the Peel Main Drain linking Lot 661 and Lot 670 Bertram Road (the northern side of Bollard Bulrush Wetland) constructed to an Access Street C standard.

	<p>1.3 Administration Costs</p> <p>All expended and estimated future costs associated with administration, planning and development of the Development Contribution Plan and any technical documents necessary for the implementation of the above, including:</p> <ul style="list-style-type: none"> • Legal and accounting fees; • Traffic studies; • Road design costs allocated to specific roads items under the DCP; • Other directly related technical and professional costs; • Borrowing costs on all outstanding contribution credits; and • DCP management costs (including Report preparation and review, ongoing administration and management of the DCP by City staff in accordance with SPP 3.6).
<p>Cost Contribution Methodology</p>	<p>2.1 Bridge</p> <p>Landowners within the catchment shown on the figure 'Item A', as contained within the Development Contribution Plan 1 Report being those landholdings north of Bertram/Mortimer Road, are required to contribute towards this item.</p> <p>Item A Bridge</p> <p>The method for determining cost contributions for this item is based on estimated future lot yield within the catchment.</p>
	<p>2.2 Roads and Drainage</p> <p>Landowners within the relevant catchment are required to contribute to the following infrastructure items. The relevant catchments are specified below. Associated infrastructure works for upgrades to roads include but are not limited to earthworks, drainage, resurfacing or reconstruction, dual use paths, kerbing, lighting, landscaping, roundabout(s), undergrounding of power (as applicable) and any additional land required for a standard subdivisional road as applicable and where required by the City of Kwinana.</p> <p>Item B Cost contributions in relation to the development of stormwater management infrastructure on the Peel Main Drain are to be made by landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report. Contributions are to be based on estimated future lot yield.</p> <p>Item C Cost contributions in relation to the upgrade of Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson/Bertram Intersection treatments are based on estimated future lot yield. Landowners within the catchment shown on the figure 'Item C', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item.</p> <p>Item D Johnson Road upgrade (north of the Peel Main Drain)</p> <ul style="list-style-type: none"> • Cost contributions towards the western side (100% share of costs for the road upgrade) are based on estimated future lot yield and are payable by landowners west of Johnson Road within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report. • Cost contributions towards the eastern side (100% share of costs) are based on frontage of landholding and are payable by landowners within the catchment shown on the figure 'Item D2', as contained within the Development Contribution Plan 1 Report. <p>Item E Johnson Road upgrade (south of the Peel Lateral Drain)</p>

	<ul style="list-style-type: none"> • Cost contributions towards the upgrade of Johnson Road (100% of costs) in this location are based on frontage of landholding. A landowner may, with the agreement of the City, discharge liability for a cost contribution through the provision of physical infrastructure directly in accordance with clause 6.16.5.14.1 • Cost contributions towards roundabouts (2) construction are based on estimated future lot yield. • Landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item F	<p>Construction of a dual use path on the eastern side of Johnson Road from Holden Close to Bertram Road.</p> <ul style="list-style-type: none"> • All landowners participating in the Casuarina Structure Plan, with the catchment as shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item. Contributions are to be based on estimated future lot yield.
Item G	<p>Cost contributions towards the upgrading of Johnson Road south of Bertram Road to the east side of the Peel Main Drain Reserve are based on estimated future lot yield.</p> <ul style="list-style-type: none"> • Contributions will be sought for earthworks, drainage, resurfacing, resealing, dual use path (eastern side), side kerbing, lighting, undergrounding of overhead powerlines to both sides of Johnson Road including reinstatement of the verge, landscaping and roundabout(s) where required by the City. • Landowners within the catchment shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item H	<p>Cost contributions towards the upgrading of the portion of realigned Johnson Road, extending from the west side of the Peel Main Drain Reserve into the Providence Estate along Irasburg Parade and then directly south along Fairhaven Boulevard to Millar Road, are based on estimated future lot yield.</p> <ul style="list-style-type: none"> • Contributions will be sought for the difference between a Neighbourhood Connector A road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs. • Landowners within the catchment shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item I	<p>Cost contributions towards a new road linkage across the Parks and Recreation Reserve in the Bertram locality as shown on the Casuarina Structure Plan, based on estimated future lot yield.</p> <ul style="list-style-type: none"> • Landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item J	<p>Proportional cost contribution towards the full cost of the upgrade of Wellard Road from the intersection of Bertram Road to Millar Road within the City of Kwinana boundary, based on traffic apportionment in accordance with the traffic modelling report</p>

	<p>prepared by Cardno dated 7 November 2017, allocated against the estimated future lot yield for each traffic generation locality.</p> <ul style="list-style-type: none"> Contributions will be sought for an Integrator A standard road (or equivalent) and the associated infrastructure works costs; The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling. The provision of this infrastructure item will be in accordance with the Priority and Timing of Infrastructure as listed in the prevailing DCP Report. Landowners within the catchment shown on the figure 'Items J and K', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item.
Item K	<p>Cost contribution towards the full cost of the Bertram Road upgrade to an urban standard applies from the intersection of Challenger Avenue to Wellard Road and is based on the traffic volumes in accordance with the traffic modelling report prepared by Cardno dated 7 November 2017, allocated against the estimated future lot yield for each traffic generation locality.</p> <ul style="list-style-type: none"> Contributions will be sought for an Integrator A standard road (or equivalent) and the associated infrastructure work s costs. The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling. The provision of this infrastructure item will be in accordance with the Priority and Timing of Infrastructure as listed in the Development Contribution Plan 1 Report. Landowners within the catchment shown on the figure 'Items J and K', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item.
Item L	<p>Cost contributions towards the full cost of the new Johnson Road culvert and road crossing, located within the Peel Main Drain Reserve connecting Items G and H, are based on estimated future lot yield. The construction of the culvert and road crossing will be to a suitable standard to address, but not affect the flow of the drain and meet the traffic demands of a Neighbourhood Connector B standard road (or as constructed).</p> <ul style="list-style-type: none"> Unless otherwise constructed to support subdivision works, the provision of this infrastructure item will be in accordance with the Priority and Timing of Infrastructure as listed in the Development Contribution Plan 1 Report. Landowners within the catchment as shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item.
Item M	<p>Cost contributions towards the full cost of the new culvert and road crossing over the Peel Main Drain linking Lots 661 and 670 Bertram Road, based on estimated future lot yield. The design and construction of the culvert and road crossing will be to a suitable standard to address the flow of the drain and meet the traffic demands of an Access Street C standard.</p> <ul style="list-style-type: none"> The exact location of this culvert and road crossing is to be determined via local structure planning of these lots and is to cross the Peel Main Drain to provide a road connection

	<p>to allow for traffic movement east-west within urban development south of Bertram Road and north of the Bollard Bulrush Wetland and buffer.</p> <ul style="list-style-type: none"> • This item may be constructed in the initial stages of subdivision for Lot 661 and/or Lot 670, or if this is not the case, construction will be in accordance with the Priority and Timing of Infrastructure as listed in the DCP Report. • Landowners within the catchment as shown on the figure 'Item M', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item. <p>2.3 Administration Costs</p> <p>Administration costs are those associated with administering the development contribution plan. Cost contribution methodology for apportioning administration costs is applicable across all infrastructure items and will be apportioned to each landholding based on 2% of the total infrastructure item costs for DCA1.</p>
Operation	<p>3.1 Land Included</p> <p>Cost contributions from landowners within the applicable Item's catchment are required for residential lots created at the time when land in DCA1 became subject to the various amendments pursuant to DCP1 as per Local Planning Scheme No.2.</p>
	<p>3.2 Traffic Modelling</p> <p>Traffic modelling for Bertram Road and Wellard Road is based on traffic forecasts to 2031 and estimated future lot yields in each of the modelled traffic generation areas within DCA1 in accordance with the traffic modelling report prepared by Cardno dated 7 November 2017.</p> <p>The modelling is designed to identify DCA1 traffic generation areas and quantify the marginal traffic impact of each of these areas on Bertram Road and Wellard Road infrastructure, taking account of existing development in DCA1 and externally-generated traffic.</p> <p>Cost contributions based on traffic modelling will be based on proportional traffic volume, being the percentage of the total volume of traffic using the particular infrastructure item as generated or likely to be generated by the contributing landholdings. This figure, as determined by the traffic modelling undertaken, is generally fixed for the life of the DCP and is based on the estimated lot yield for the catchment. The traffic modelling figures will be included within the initial Cost Apportionment Schedule following the gazettal of Amendment 132 and a full copy of the traffic modelling report will be appended to the Development Contribution Plan 1 Report.</p> <p>Nothing in this proceeding paragraph prevents the City from reviewing the traffic modelling should the densities change within DCA1 to the extent that the proportionate share of the cost of Wellard and Bertram Roads based on the Cardno Traffic Modelling (7 November 2017) becomes inequitable for contributing parties.</p>
	<p>3.3 Calculation of cost contribution liability</p> <p>Given that each lot entails a different bundle of items, it is necessary to calculate the cost contribution for each lot, where:</p> <p>IC is the estimated or actual infrastructure cost for each DCA1 item including administration costs;</p> <p>TY is the total estimated lot yield expected for each infrastructure item.</p> <p>Y is the estimated future lot yield for a particular lot;</p> <p>CCPL is the estimated cost contribution per lot for each item where CCPL = Y/TY x IC;</p> <p>The amount of an owner's cost contribution is calculated at the time of liability arising under clause 6.16.5.13.2 as follows:</p>

	Owner's cost contribution = Sum of All CCPL that the lot must pay contributions towards	
	3.4	<p>Definitions</p> <p>Terms used within this Schedule, and not already defined by the Scheme in 6.16.5, or elsewhere in this Schedule, have the following meaning:</p> <ul style="list-style-type: none"> • Access Street B means an Access Street B as defined in Liveable Neighbourhoods (as amended from time to time); • Access Street C means an Access Street C as defined in Liveable Neighbourhoods (as amended from time to time); • Catchment – an area within DCA1 relevant to use of an infrastructure item as shown in figures 'Items A to M'; • Estimated future lot yield means the likely lot yield of a defined area estimated from approved local structure plans or, where there are no approved local structure plans, by application of an R25 density yield across remaining net developable land area and further reduced by 30% to account for local infrastructure required to support subdivision, including both residential and non-residential uses; • Integrator A means an Integrator A arterial route as defined in Liveable Neighbourhoods (as amended from time to time); • Liveable Neighbourhoods means the operational policy entitled 'Liveable Neighbourhoods: a Western Australian Government sustainable cities initiative' dated January 2009 Update 02 (as amended from time to time); • Neighbourhood Connector A means a Neighbourhood Connector A street as defined in Liveable Neighbourhoods (as amended from time to time); • Neighbourhood Connector B means a Neighbourhood Connector B street as defined in Liveable Neighbourhoods (as amended from time to time); <p>Contribution credit – amount of pre-funding for infrastructure or administration by the local government or landowner less any repayments or cost contribution offsets;</p>
Period of operation	4.1	The Development Contribution Plan shall operate for a period of 20 years from 27 June 2012, being the date at which development and subdivision within DCA 1 became subject to the DCP introduced through Amendment 132.
Priority and Timing of Infrastructure Provision	5.1	The Development Contribution Plan 1 report, to be prepared as per clause 6.16.5.10.1, will outline the priority and timing of the infrastructure items nominated in the DCP. Generally the priority and timing of the infrastructure items will be determined by the rate of development growth within the development contribution area and will be reviewed when considered appropriate.
Review process	6.1	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the catchment areas since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Cost Apportionment Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>

Location of Infrastructure Items

- | | |
|---|--|
| (A) Construction of the Sulphur Road bridge over the railway line immediately south of the proposed Thomas Road Station | (G) The upgrading of Johnson Road (south of Bertram Road to the western edge of the proposed Johnson Road Culvert) |
| (B) The development of storm water management infrastructure on the Peel Main Drain north of Bertram Road | (H) Johnson Road (south of Johnson Road culvert to Millar Road) |
| (C) Bertram Road upgrade (Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson Road/Bertram Road intersection treatments) | (I) The construction of one (1) road linkage across the Parks and Recreation Reserves in the Bertram locality |
| (D) Johnson Road upgrade (north of Peel lateral drain to Holden Close) | (J) Wellard Road upgrade (Bertram Road to Millar Road) |
| (E) Johnson Road Upgrade (south of Peel lateral drain to Bertram Road) | (K) Bertram Road upgrade (Challenger Avenue to Wellard Road) |
| (F) The construction of a dual use path on the eastern side of Johnson Road (north of Peel lateral drain to Holden Close) | (L) Johnson Road provision of a new culvert and road crossing over Peel main drain |
| | (M) New road culvert and road crossing over the Peel main drain linking Lot 661 and Lot 670 Bertram Road |



Map Items

- DCA1 Boundary
 Catchment Area

500 0 500 1000 1500 m



ATTACHMENT D
Revised Amendment 132 Report

CITY OF KWINANA

LOCAL PLANNING SCHEME NO. 2

AMENDMENT NO. 132

Date Created: 04/07/2012

Amended:

5 April 2018

Planning and Development Act 2005

RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME

City of Kwinana

Local Planning Scheme No. 2

Amendment No. 132

RESOLVED that Council, in pursuance of Section 75 of the *Planning and Development Act 2005*, amend the above Local Planning Scheme ("Scheme") by:

- i. Modifying Development Contribution Area 1 ("DCA1") under the Fifth Schedule of the Scheme by amending the DCA1 boundary to include the Bollard Bulrush area and adjacent areas within Bertram, Wellard and Parmelia and modify the relevant Development Contribution Plan to reflect this.
- ii. Modifying Plan 2 of the Fifth Schedule to reflect the modified DCA1 boundary.
- iii. Modifying the Scheme Map accordingly.
- iv. Modifying the Development Contribution Plan for DCA1.

Dated this day of 20...

.....
Chief Executive Officer

REPORT ON SCHEME AMENDMENT NO. 132

TOWN PLANNING SCHEME NO. 2

CITY OF KWINANA

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1.0 PROPOSAL TO AMEND A TOWN PLANNING SCHEME

- | | | |
|------------|---------------------------------|--|
| 1.1 | LOCAL AUTHORITY: | City of Kwinana |
| 1.2 | DESCRIPTION OF SCHEME: | Town Planning Scheme No. 2 |
| 1.3 | TYPE OF SCHEME: | District Zoning Scheme |
| 1.4 | SERIAL NO. OF AMENDMENT: | Amendment No. 132 |
| 1.5 | PROPOSAL: | <ol style="list-style-type: none">1. Replacing Development Contribution Area (“DCA”) 1 under the Fifth Schedule of the Local Planning Scheme (“Scheme”) by amending the DCA1 boundary to include the Bollard Bulrush area and adjacent areas within Wellard, Bertram and Parmelia and updating the relevant Development Contribution Plan to reflect this as well as including new items of infrastructure.2. Update Scheme Maps accordingly. |

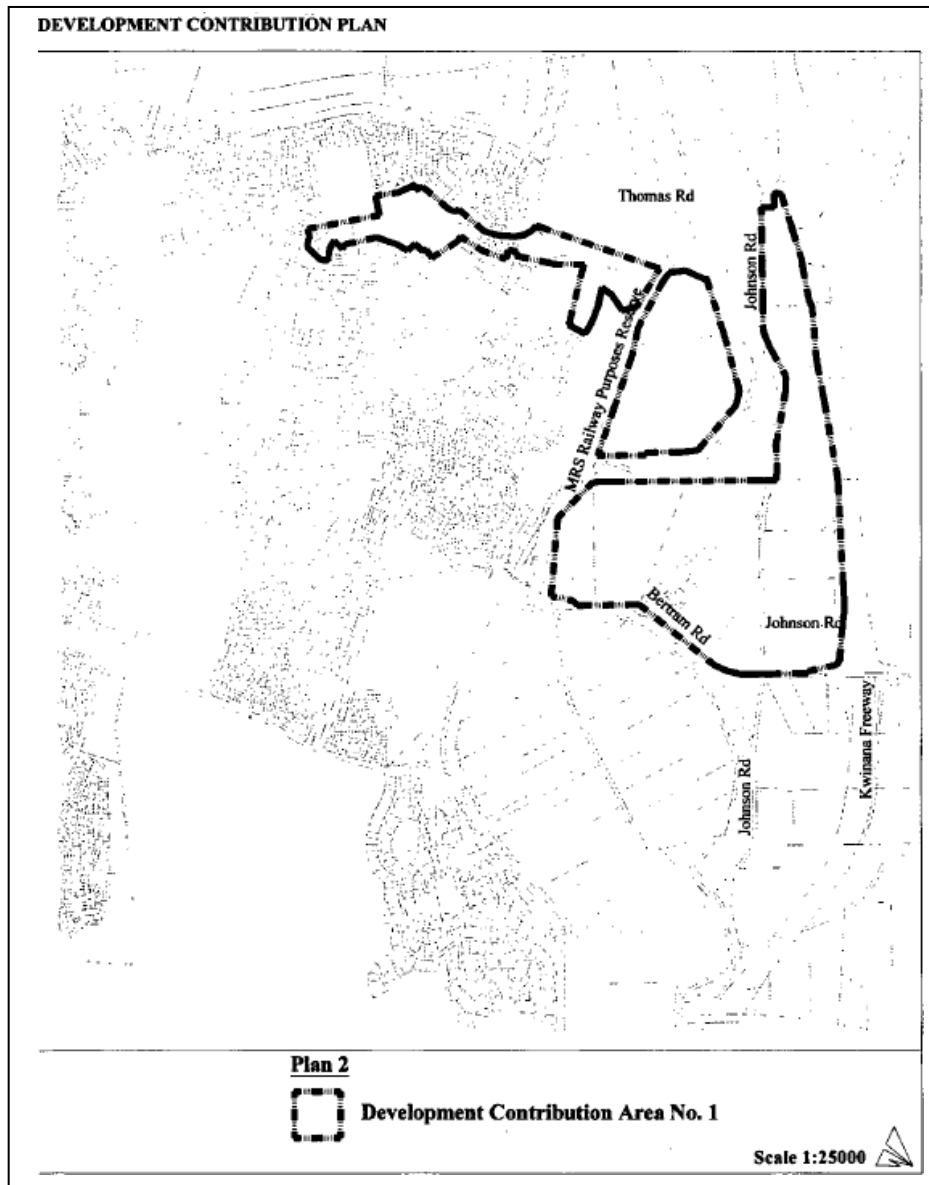
2.0 SUMMARY

- | | |
|-----------------------|---|
| WAPC REF: | TPS/0922 |
| Landowner: | Multiple |
| Property Description: | Multiple Lots |
| Area: | 474.9 (approximately) |
| Current Zoning: | Predominantly Urban, with some Urban Deferred and Rural |
| Proposal: | <ol style="list-style-type: none">1. Replacing Development Contribution Area (“DCA”) 1 under the Fifth Schedule of the Town of Kwinana Town Planning Scheme (“Scheme”) by amending the DCA1 boundary to include the Bollard Bulrush area and adjacent areas within Wellard, Bertram and Parmelia and updating the relevant Development Contribution Plan to reflect this as well as to include new infrastructure items.2. Update Scheme Maps accordingly. |

3.0 BACKGROUND

3.1 Original Development Contribution Plan 1 – 2004

Development Contribution Plan 1 (DCP1) was gazetted into Town Planning Scheme No. 2 (TPS2) on 24 December 2004 by way of Amendment No. 87. DCP1 coordinated the funding of standard infrastructure to support urban development within the Bertram locality. The original DCA1 is shown as follows:



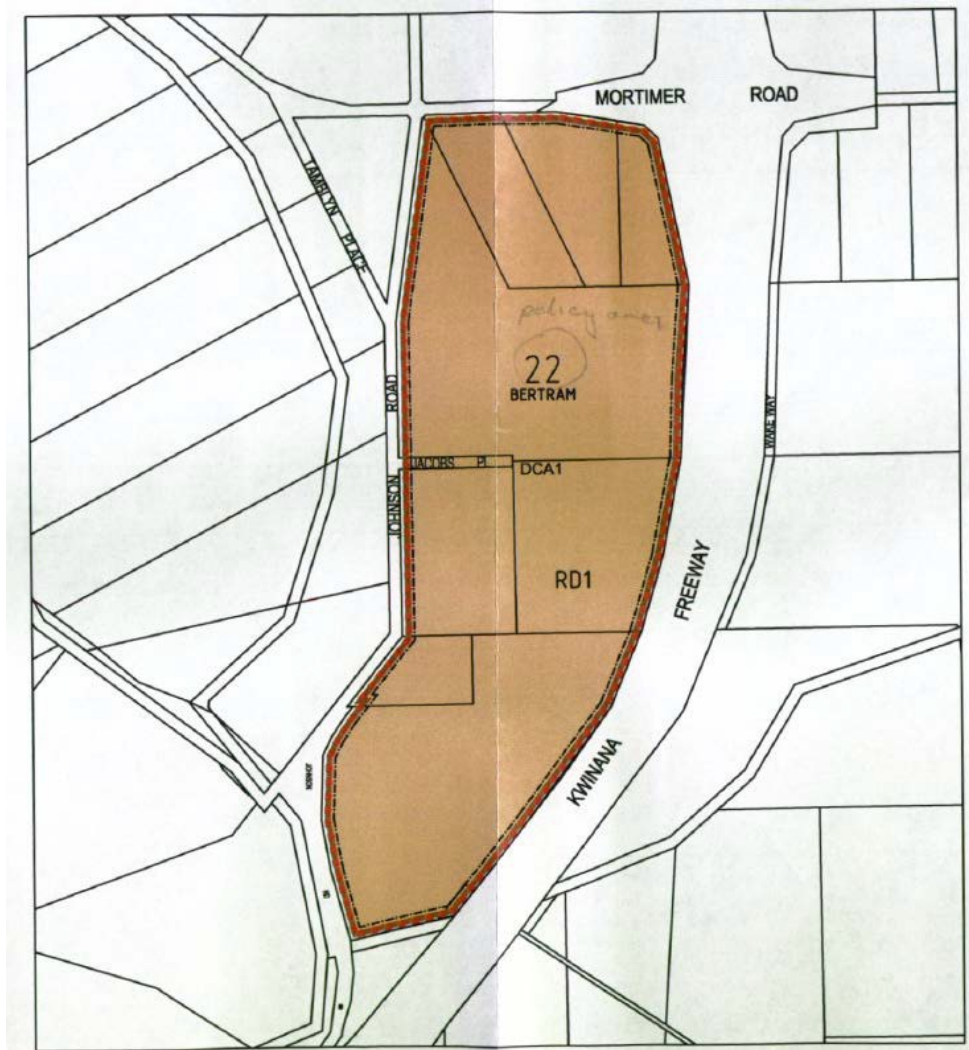
Development Contribution Area 1 (Amendment 87 Report)

The infrastructure items administered by DCP1 were:

1. Sulphur Road bridge
2. Nutrient stripping basin on the Peel Main Drain north of Bertram Road
3. Upgrades to Mortimer / Bertram Road (between Kwinana Freeway and Challenger Ave)
4. Upgrades to Johnson Road (between Mortimer / Bertram Road and Thomas Road)
5. Construction of two road linkages across the Parks and Recreation Reserves in the Bertram locality as per the Casuarina Structure Plan

3.2 Amendment to DCP1 - 2007

DCP1 was amended on 22 June 2007 by way of Amendment No. 91 to TPS2. DCA1 was extended to include the Wellard West Local Structure Plan area (also referred to as 'Emerald Park'). The land added to DCA1 under Amendment 91 is shown as follows:



Land added to DCA1 (Amendment 91 Report)

In addition to the extended area, DCP1 was amended to include new infrastructure items:

1. Upgrades to Johnson Road (between Bertram Road and Millar Road)
2. Undergrounding of powerlines:
 - a) On both sides of Johnson Road (between Bertram Road and Millar Road)
 - b) On the southern side of Mortimer Road (between Kwinana Freeway and Johnson Road)

4.0 AMENDMENT 132 – INITIATION (2012)

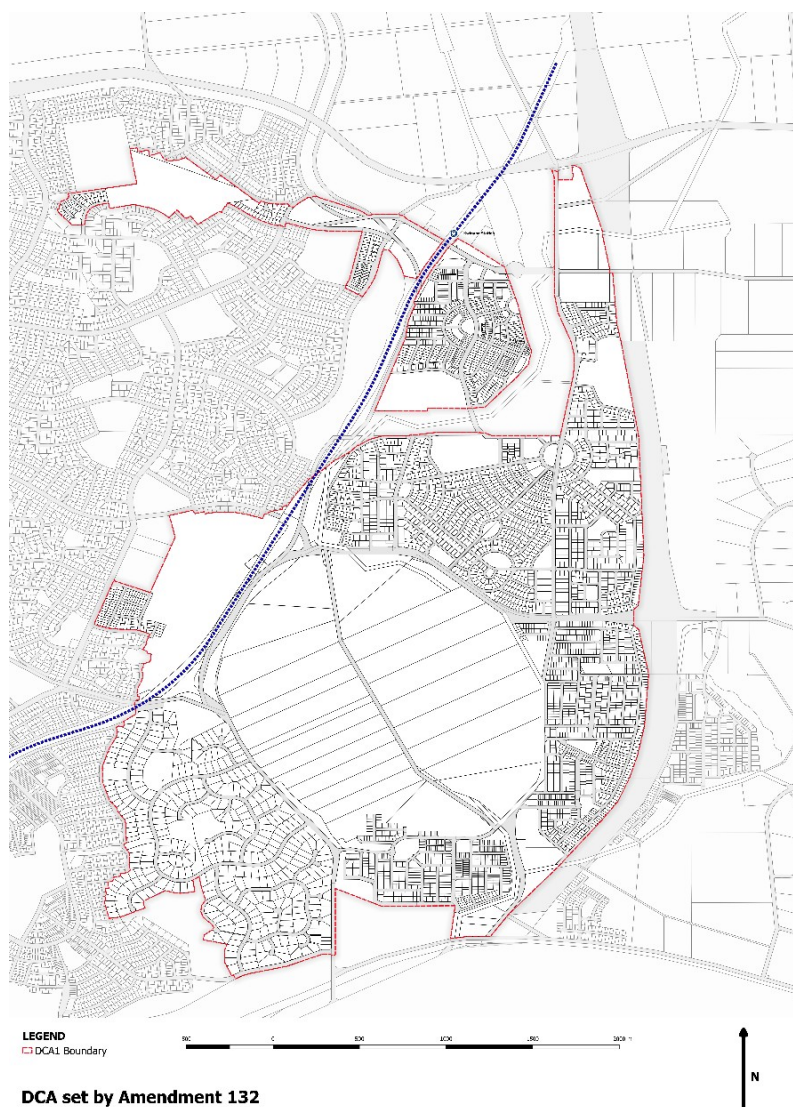
Amendment 132 to LPS2 was initiated by Council resolution on 27 June 2012. Amendment 132 proposed four areas of change to the existing DCP1:

1. Extending DCA1 to encompass new urban development areas around Bollard Bulrush Wetland as well as a large undeveloped land parcel in Parmelia;
2. Modifying existing infrastructure items under DCP1 and/or extending the contribution area for these items;
3. Addition of new infrastructure items; and
4. Extension of operational timeframe from 5 years (unless extended by Council resolution) to 20 years.

These four areas are summarised as follows:

4.1 Extended DCA1

The extended DCA1 proposed by Amendment 132 is shown below, encompassing recently zoned Urban or Urban Deferred land around Bollard Bulrush and a large undeveloped land parcel in Parmelia (Lot E27 Sicklemore Road, Parmelia (also referred to as Lot 9237 on DP69103 and Lot 9001 on DP405724)).



Proposed DCA1 (Amendment 132 Report)

4.2 Modified infrastructure items

The following existing DCP1 infrastructure items were proposed to be modified by Amendment 132 in the following manner:

1. Johnson Road (from Peel Main Drain to Millar Road):
 - a) Described as a separate item
 - b) Upgrades for the difference between a Neighbourhood Connector A road and an Access Street B
 - c) Contribution catchment extended to include residential areas adjacent to Bollard Bulrush Wetland
2. Upgrades to Bertram / Mortimer Road
 - a) Contribution catchment extended to include residential areas adjacent to Bollard Bulrush Wetland
3. Sulphur Road Bridge
 - a) Contribution catchment extended to include residential areas adjacent to Bollard Bulrush Wetland

4.3 Additional new infrastructure items

Amendment 132 initially proposed the following additional infrastructure items:

1. Upgrades to Wellard Road (between Bertram Road and Millar Road)
2. Upgrades to Bertram Road (between Challenger Ave and Wellard Road)
3. Culvert crossing over Peel Main Drain (between Lots 661 and 670 Bertram Road – northern side of Bollard Bulrush)
4. Culvert crossing over Peel Main Drain for realigned Johnson Road
5. Strategic Wetland Management and Recreation Plan for Bollard Bulrush Wetland and buffers
6. Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer)

4.4 Extension to the operational timeframe

The operational timeframe of DCP1 is currently stated as 5 years from the date of gazettal, unless otherwise extended by Council resolution. Amendment 132 proposed to extend this operational timeframe to 20 years to allow for full subdivision and development within DCA1 to occur.

5.0 AMENDMENT 132 – ADOPTION AND ADVICE FROM WAPC

5.1 Adoption

Following advice from the Environmental Protection Authority that no formal assessment was required, Amendment 132 was advertised between 27 August 2012 and 5 October 2012 with 15 submissions received by the City. On 10 April 2013 Council considered the submissions received and resolved to adopt Amendment 132 with modifications.

The modifications made to the advertised version of Amendment 132 are summarised as follows:

1. Introduction of definitions for a number of terms into the DCP
2. Requirement for traffic modelling to apportion costs for items:
 - a) Sulphur Road Bridge
 - b) Upgrades to Bertram Road (between Challenger Ave and Wellard Road)
 - c) Upgrades to Wellard Road (between Bertram Road and Millar Road)
3. Introduction of specific contribution catchment areas and timing 'triggers' for:
 - a) Upgrades to Bertram / Mortimer Roads between Kwinana Freeway and Challenger Ave

- b) Upgrades to Johnson Road (south of Bertram Road)
 - c) Upgrades to Wellard Road (between Bertram Road and Millar Road)
 - d) Culvert crossing over Peel Main Drain (between Lots 661 and 670 Bertram Road – northern side of Bollard Bulrush)
 - e) Culvert crossing over Peel Main Drain for realigned Johnson Road
 - f) Strategic Wetland Management and Recreational Plan for Bollard Bulrush Wetland and buffers
 - g) Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer)
4. Further detail on the items:
- a) Strategic Wetland Management and Recreational Plan for Bollard Bulrush Wetland and buffers
 - b) Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer)
5. Clarification of what items have already been constructed

5.2 Advice from the WAPC

On 13 September 2016, the Western Australian Planning Commission advised the City that the modifications to complete Amendment 132 are ‘significant’ and require re-advertising. The following specific advice was provided:

- a) *The amendment is required to be re-advertised as Development Contribution Plan 1 (DCP 1) is inconsistent with the format and content requirements of State Planning Policy 3.6 – Development Contributions for Infrastructure (SPP3.6), in particular:*
 - i. *Traffic modelling to be prepared to apportion demand within the various methodology areas;*
 - ii. *Estimated costs for infrastructure and administrative items be prepared and publically advertised; and*
 - iii. *DCP 1 is to be reformatted consistent with the model text in SPP3.6.*
- b) *The upgrading of the Peel Main Drain, and the preparation of a strategic wetland management plan for Bollard Bulrush wetland are not considered to be common infrastructure works that can be funded by a development contribution plan in accordance with SPP3.6. The need/nexus for these infrastructure items has not been adequately demonstrated and the City should reconsider the inclusion of these items prior to re-advertising the amendment.*
- c) *The timeframe for consideration of submissions and providing a recommendation under Regulation 46(2)(b) is 60 days.*

5.3 Re-advertising of the Modified Amendment 132

In accordance with the advice from the Western Australian Planning Commission referenced in 5.2 above, the modified Amendment was re-advertised between 31 March 2017 and 12 May 2017.

In response to submissions, a number of further modifications to Amendment 132 are proposed to Local Planning Scheme No.2, Schedule V, namely:

- a) Re-alignment of catchment maps to take account of the Bollard Bulrush Wetland boundary changes;
- b) Inclusion of a revised traffic modelling report as directly referred to in Schedule V;
- c) Inclusion of description of key road works associated with each DCP road;
- d) Redefine traffic generation catchments for cost contribution apportionment;
- e) Change basis for calculating and apportioning cost contribution liability from net developable land to lot yield;

- f) Remove set trigger points for commencement of works in favour of setting timing of provision through Priority and Timing of Infrastructure as stated in the DCP Report;
- g) Include a Definitions section in Schedule V;
- h) Include under Methodology, a formula for calculation of cost contribution liability.

6.0 PROPOSAL – MODIFIED AMENDMENT 132

There are five main elements of the modified Amendment 132 that are discussed separately as follows. These elements are:

1. Reformatting of DCP1 as per SPP3.6;
2. Explanation and justification for modified infrastructure items proposed for DCP1;
3. Explanation and justification for new infrastructure items proposed for DCP1;
4. Deletion of certain infrastructure items originally proposed by Amendment 132; and
5. Further modifications.

6.1 Reformatting

DCP1 has been reformatted to be generally consistent with Attachment 3.1 of SPP3.6, as required by the WAPC. In particular, each infrastructure item is clearly described in one section, with a separate section detailing the method for cost apportionment.

Each infrastructure item is identified by a letter (A-M) and the contribution catchment area will be defined by maps to be included in DCP1, rather than the text description that was previously proposed. This reformatting is considered clearer for users and administration of the DCP.

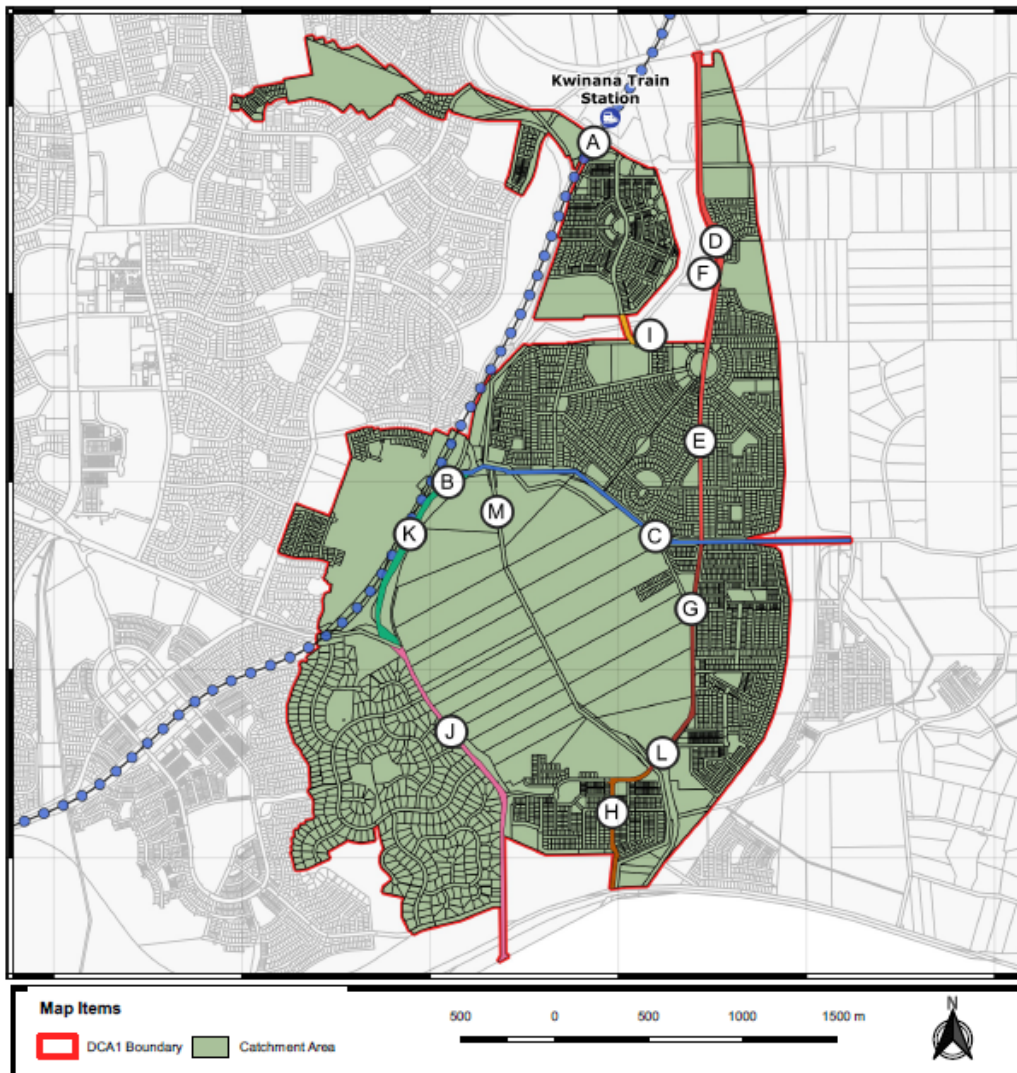
The new identification of infrastructure items is summarised as follows and depicted in the plan on the following page:

Item	Infrastructure description	Related catchment figure
A	Sulphur Road Bridge	A
B	Stormwater Management Infrastructure (formerly called Nutrient Stripping Basin)	B, D1, E, F and I
C	Upgrades to Bertram / Mortimer Road (between Challenger Ave and Kwinana Freeway)	C
D	Johnson Road upgrade (north of the Peel Lateral Drain to Holden Close)	Western side B, D1, E, F and I Eastern side D2
E	Johnson Road upgrade (south of the Peel Lateral Drain to Bertram Road)	B, D1, E, F and I
F	Dual use path on eastern side of Johnson Road (north of Bertram Road to Holden Close)	B, D1, E, F and I
G	Johnson Road upgrade (south of Bertram Road to western edge of Johnson Road culvert crossing over Peel Main Drain)	G, H and L
H	Johnson Road construction (south of Johnson Road culvert crossing over Peel Main Drain to Millar Road)	G, H and L
I	Construction of a road linkage across the Parks and Recreation Reserves in Bertram	B, D1, E, F and I
J	Wellard Road upgrade (Bertram Road to Millar Road)	J and K

K	Bertram Road upgrade (Challenger Ave to Wellard Road)	J and K
L	Johnson Road new culvert and road crossing over Peel Main Drain	G, H and L
M	New road culvert and road crossing over the Peel Main Drain linking Lot 661 and Lot 670 Bertram Road	M

Location of Infrastructure Items

- | | |
|---|--|
| (A) Construction of the Sulphur Road bridge over the railway line immediately south of the proposed Thomas Road Station | (G) The upgrading of Johnson Road (south of Bertram Road to the western edge of the proposed Johnson Road Culvert) |
| (B) The development of storm water management infrastructure on the Peel Main Drain north of Bertram Road | (H) Johnson Road (south of Johnson Road culvert to Millar Road) |
| (C) Bertram Road upgrade (Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson Road/Bertram Road intersection treatments) | (I) The construction of one (1) road linkage across the Parks and Recreation Reserves in the Bertram locality |
| (D) Johnson Road upgrade (north of Peel lateral drain to Holden Close) | (J) Wellard Road upgrade (Bertram Road to Millar Road) |
| (E) Johnson Road Upgrade (south of Peel lateral drain to Bertram Road) | (K) Bertram Road upgrade (Challenger Avenue to Wellard Road) |
| (F) The construction of a dual use path on the eastern side of Johnson Road (north of Peel lateral drain to Holden Close) | (L) Johnson Road provision of a new culvert and road crossing over Peel main drain |
| | (M) New road culvert and road crossing over the Peel main drain linking Lot 661 and Lot 670 Bertram Road |



6.2 Modified infrastructure items

This section of the report identifies the modified infrastructure items proposed by Amendment 132 and assesses each item against the key principles of SPP3.6, which are considered best summarised by:

1. Describing the item of infrastructure
2. Describing the need for the item
3. Describing the cost contribution catchment for the item and the methodology to be used to apportion costs
4. Stating how much the DCP is to fund of that item

6.2.1 Upgrades to Johnson Road (between Bertram Road and Millar Road)

Description of item:
<p>The upgrade of Johnson Road from a rural standard to an urban stand south of Mortimer / Bertram Road to Millar Road is an existing item.</p> <p>It is proposed that this item be separated into three items:</p> <p><u>Item G - Johnson Road (between Mortimer / Bertram Road and Peel Main Drain Reserve)</u></p> <ul style="list-style-type: none">- Works include all infrastructure associated with a Neighbourhood Connector A road standard or equivalent and roundabout construction.- Contributions will be sought for earthworks, drainage, resurfacing, resealing, dual use path (eastern side), side kerbing, lighting, undergrounding of overhead powerlines to both sides of Johnson Road including reinstatement of the verge, landscaping and roundabout(s) where required by the City. <p><u>Item H – Johnson Road (between Peel Main Drain Reserve and Millar Road)</u></p> <ul style="list-style-type: none">- Works include all infrastructure associated with a Neighbourhood Connector A road standard or equivalent and roundabout construction.- The DCP item will be the difference between the two standards of road (that is, the difference between a Neighbourhood Connector A, or a comparable standard as constructed, and an Access Street B under the WAPC Liveable Neighbourhoods Policy, as amended from time to time).- The DCP item includes land acquisition for the difference between a Neighbourhood Connector A, or a comparable standard as constructed, and an Access Street B under the WAPC Liveable Neighbourhoods Policy, as amended from time to time, as well as the physical construction costs of the road.- Contributions will be sought for earthworks, drainage, resurfacing, resealing, dual use path (eastern side), side kerbing, lighting, undergrounding of overhead powerlines to both sides of Johnson Road including reinstatement of the verge, landscaping and roundabout(s) where required by the City.- The DCP item includes the cost of pavement removal of the former portion of Johnson Road between the new Breccia Parade roundabout and to the northern boundary of Lot 1 Johnson Road (on Deposited Plan 65344).

Item L - Johnson Road provision of a new culvert and road crossing over the Peel Main Drain to a Neighbourhood Connector A standard, or equivalent, and all associated infrastructure works.

- Works include all infrastructure associated with construction of the culvert and road crossing over the Peel Main Drain for the recently named Irasburg Parade and will be to a suitable standard to address but not affect the flow of the drain and meet the traffic demands of a Neighbourhood Connector A standard road as per the WAPC's Liveable Neighbourhoods Policy.

Need for infrastructure item:

The rationale is that the higher standard road (Neighbourhood Connector A, or a comparable standard as constructed) is required for traffic movement generated beyond the immediate subdivision and that this is a cost that should be distributed across a wider catchment.

The justification for inclusion of this item is the role it plays in enabling development of land south of Bertram Road to Millar Road and west of the Kwinana Freeway within the catchment shown as figure 'Items G, H and L'.

The need and nexus for including infrastructure item J arises directly from the development of urban land that is immediately adjacent to or in close geographic proximity to the Johnson Road culvert that, by virtue of the number of landholdings surrounding the southern area of the Peel Main Drain and Johnson Road, would utilise the Peel Main Drain crossing.

Contribution catchment and methodology for apportioning costs

The contribution catchment for Items G, H and L is expanded under Amendment 132 to include new Urban zoned land west of Johnson Road in Wellard West.

The method for determining the cost contribution is based on the percentage of each lot's estimated future lot yield against the total remaining estimated future lot yield within the item's catchment. Contributions for Items G, H and L are based on estimated future lot yield for all undeveloped landholdings within the following catchment ('Items G, H and L'):



How much the DCP contributes to the infrastructure item

100% of the cost for Items G, H and L.

6.2.2 Upgrades to Bertram / Mortimer Road (between Kwinana Freeway and Challenger Ave)

Description of item:

The upgrading of Bertram / Mortimer Road from rural standard to a single carriageway urban standard is an existing item under DCP1 (refer clause 1.2.2)

Both of these items have been combined and are referred to as Item C.

The upgrades include earthworks, drainage, sealing, bridge, roundabout intersection at Johnson Road and other necessary works.

This item has been constructed. It should be noted that Bertram / Mortimer Road has been upgraded to a dual carriageway standard to serve traffic demands generated from outside of DCA1. However the infrastructure upgrades coordinated by DCP1 relate only to a single carriageway upgrade, as consistent with SPP3.6.

Need for infrastructure item:

Upgrading of Bertram / Mortimer Road from a rural standard to an urban standard is necessary to support east / west connectivity and linkage to the Kwinana Freeway for the urban development within Bertram and Wellard West (all of DCA1 other than that land west of the Sulphur Road Bridge).

Contribution catchment and methodology for apportioning costs

The contribution catchment is expanded under Amendment 132 to include the new Urban and Urban Deferred land around Bollard Bulrush and to include the undeveloped land on Lot E27 Sicklemore Road, Parmelia (also referred to as Lot 9237 on DP69103 and Lot 9001 on DP405724).

The method for determining the contribution is based on the percentage of each lot's estimated future lot yield against the total remaining estimated future lot yield within the item's catchment. Contributions for Item C are based on estimated future lot yield for all undeveloped landholdings within the following catchment ('Item C'):



6.3 New infrastructure items

This section of the report identifies the new infrastructure items proposed by Amendment 132 and assesses each item against the key principles of SPP3.6, which are considered best summarised by:

1. Describing the item of infrastructure;
2. Describing the need for the item;

3. Describing the contribution catchment for the item and the methodology to be used to apportion costs; and
4. Stating how much the DCP is to fund of that item.

6.3.1 Upgrades to Wellard Road (between Bertram Road and Millar Road)

Description of item:	
<p>Item J - Wellard Road (between Bertram Road and Millar Road) will be upgraded from rural standard to an urban standard, Integrator A as per WAPC's Liveable Neighbourhoods Policy, and to include all associated infrastructure works.</p> <p>The upgrade applies from the intersection of Wellard Road / Bertram Road to the intersection of Wellard Road / Millar Road.</p> <p>It is noted that Wellard Road will ultimately be upgraded to a dual carriageway standard to serve traffic demands generated both within and external to DCA1. Given that the need for the dual carriageway standard will arise within the operational timeframe of the DCP and following consultation with both landholders and the City of Kwinana, landholders will only contribute proportionally based on traffic generated by development within the DCA to the 'ultimate' standard, Integrator A.</p>	
Need for infrastructure item:	
<p>The need and nexus for including this infrastructure item – which is currently a rural standard road - arises from the development of urban land that is in close proximity to Wellard Road that will generate a proportional traffic volume as shown via the traffic modelling report prepared by Cardno dated 7 November 2017 to utilise this road. The traffic modelling report has broken down Item J into two sub-sections – Wellard Road from Bertram Road south to Cavendish Boulevard and Wellard Road from Cavendish Boulevard south to Millar Road in order to further refine traffic generation rates from adjoining development.</p>	
Contribution catchment and methodology for apportioning costs	
<p>The contribution catchment for Item J (Wellard Road upgrades) is shown below in the figure entitled 'Items J and K'. The methodology for apportioning costs for Item J will be based upon traffic modelling that has identified twelve localities within the contribution catchment (shown below also). The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling the traffic modelling report prepared by Cardno dated 7 November 2017.</p> <p>In this regard, the City will be responsible for a proportionate contribution towards Item J that is equal to the traffic generated both by traffic external to the DCA as well as by Homestead Ridge and Stages 1 – 4 (Phase 1) of Emerald Park.</p> <p>The initial percentage separation of the twelve localities for Item J is as follows:</p> <p><i>Wellard Road from Bertram Road south to Cavendish Boulevard (AM and PM Peak)</i></p>	
Locality	Proportion of traffic associated with the locality
Bollard Bulrush 1	4.7%

Bollard Bulrush 2	2.3%
Bollard Bulrush 3	5.0%
Providence	16.0%
Emerald Park	2.1%
Emerald Park North	0.4%
Emerald Park South	0.2%
Parmelia LSP	0.7%
Homestead Ridge	9.3%
Lots 1, 2 and 10	0.3%
Oakebella Estate	0.1%
Lot 506	0.5%
Total Traffic from Catchments	41.5% (1260)
Total External Traffic	58.5% (1777)
Total	100.0% (3033)

Wellard Road from Cavendish Boulevard south to Millar Road (AM and PM Peak)

Locality	Proportion of traffic associated with the locality
Bollard Bulrush 1	2.5%
Bollard Bulrush 2	2.6%
Bollard Bulrush 3	6.0%
Providence	6.1%
Emerald Park	2.4%
Emerald Park North	0.5%
Emerald Park South	0.2%
Parmelia LSP	0.5%
Homestead Ridge	3.9%
Lots 1, 2 and 10	0.4%
Oakebella Estate	0.1%
Lot 506	0.6%
Total Traffic from Catchments	26% (625)
Total External Traffic	74% (1798)
Total	100.0% (2423)

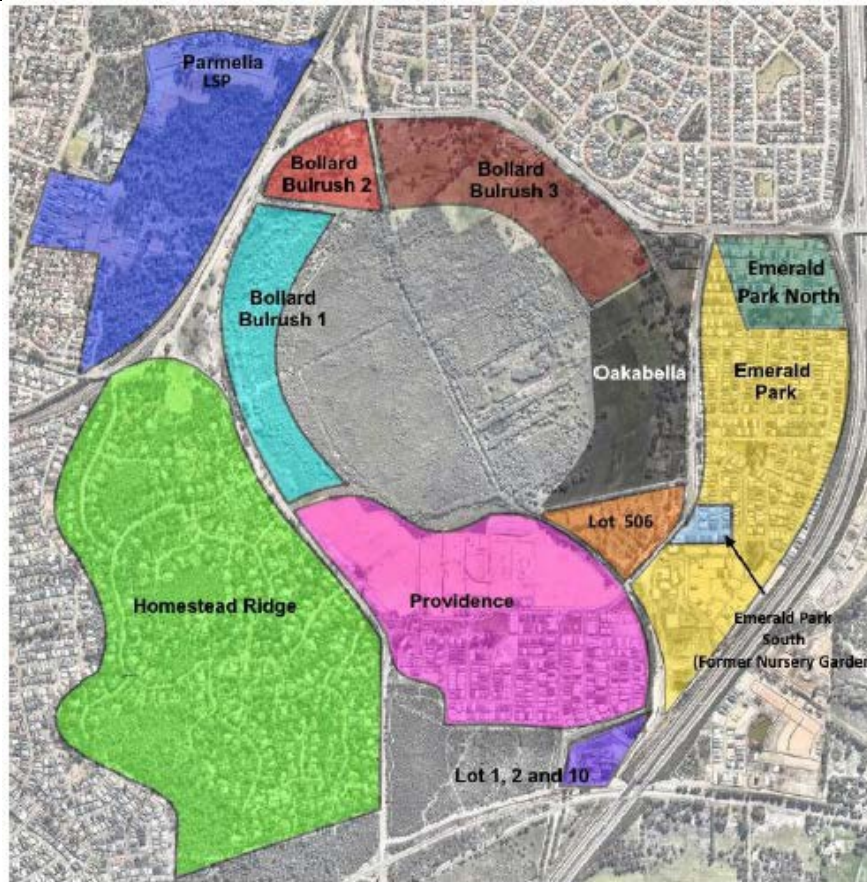


LEGEND

- DCA1 Boundary
- Catchment Area



Items J and K



Twelve localities of traffic generation (Figure 2-1, 'Development Contribution Area – Bollard Bulrush – Traffic Modelling Apportionment', Cardno, 07/11/2017)

How much the DCP contributes to the infrastructure item

Proportional contribution based on traffic generated from development within DCA1.

6.3.2 Upgrades to Bertram Road (between Challenger Ave and Wellard Road)

Description of item:

Item K – Bertram Road (between Challenger Ave and Wellard Road) will be upgraded from rural standard to an urban standard, Integrator A as per WAPC's Liveable Neighbourhoods Policy, and to include all associated infrastructure works.

The upgrade applies from the intersection of Challenger Ave to the intersection of Wellard Road.

It is noted that Bertram Road will ultimately be upgraded to a dual carriageway standard to serve traffic demands generated both within and external to DCA1. Given that the need for the dual carriageway standard will arise within the operational timeframe of the DCP and following consultation with both landholders and the City of Kwinana, landholders will only contribute proportionally based on traffic generated by development within the DCA to the 'ultimate' standard, Integrator A.

Need for infrastructure item:

The need and nexus for including this infrastructure item – which is currently a rural standard road - arises from the development of urban land that is in close proximity to Bertram Road that will generate a proportional traffic volume as shown

via the traffic modelling report prepared by Cardno dated 7 November 2017 to utilise this road.

Contribution catchment and methodology for apportioning costs

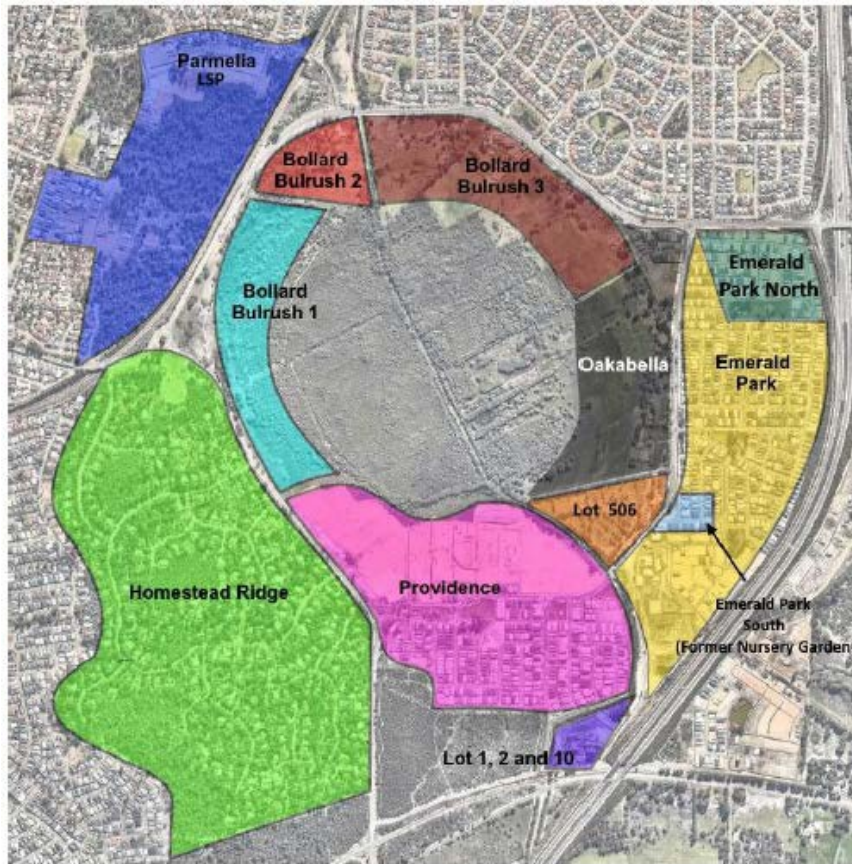
The contribution catchment for Item K (Bertram Road upgrade) is shown below in the figure 'Items J and K'. The methodology for apportioning costs for Item J will be based upon traffic modelling that has identified twelve localities within the contribution catchment (shown below also). The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling the traffic modelling report prepared by Cardno dated 7 November 2017.

In this regard, the City will be responsible for a proportionate contribution towards Item J that is equal to the traffic generated both by traffic external to the DCA as well as by Homestead Ridge and Stages 1 – 4 (Phase 1) of Emerald Park.

The initial percentage separation of the twelve localities for Item K is as follows:

Locality	Proportion of traffic associated with the locality
Bollard Bulrush 1	2.1%
Bollard Bulrush 2	5.2%
Bollard Bulrush 3	15.3%
Providence	1.7%
Emerald Park	8.6%
Emerald Park North	2.3%
Emerald Park South	0.4%
Parmelia LSP	0.0%
Homestead Ridge	3.3%
Lots 1, 2 and 10	0.0%
Oakebella Estate	0.6%
Lot 506	0.5%
Total Traffic from Catchment	40% (815)
Total External Traffic	60% (1219)
Total	100.0% (2034)





Twelve localities of traffic generation (Figure 2-1, 'Development Contribution Area – Bollard Bulrush – Traffic Modelling Apportionment', Cardno, 07/11/2017)

How much the DCP contributes to the infrastructure item

Proportional contribution based on traffic generated from development within DCA1.

6.3.3 Item M – New road culvert and road crossing over Peel Main Drain (between Lots 661 and 670 Bertram Road – northern side of Bollard Bulrush) constructed to an Access Street C standard

Description of item:

A new road culvert and road crossing over Peel Main Drain (between Lots 661 and 670 Bertram Road – northern side of Bollard Bulrush) constructed to an Access Street C standard.

The precise location of this culvert and road crossing is to be determined via local structure planning of these lots but is to cross the Peel Main Drain to provide a road connection to allow for traffic movement east-west within urban development south of Bertram Road and north of Bollard Bulrush Wetland and buffer. Its approximate location is shown in the figure 'Item M' below.

The design and construction of the culvert and road crossing will be to a suitable standard to address the flow of the drain and meet the traffic demands of an Access Street C standard as per Liveable Neighbourhoods Policy.

Need for infrastructure item:

The need and nexus for including this infrastructure item arises directly from the development of urban land that is in close proximity to the culvert that, by virtue of the number of landholdings surrounding the northern area of the Peel Main Drain adjacent to Bertram Road, would utilise this crossing.

Contribution catchment and methodology for apportioning costs

All landholdings identified in the figure 'Item M' are to contribute towards the full cost of the provision based on the percentage of each lot's estimated future lot yield against the remaining estimated future lot yield within the item's catchment.



6.3.4 Administration Costs

Description of item:

All expended and estimated future costs directly associated with the administration, planning and development of the DCP and any technical documents necessary for the implementation of the above, including:

- Legal and accounting fees;
- Traffic studies;
- Road design costs allocated to specific roads items under the DCP;
- Other directly related technical and professional costs;
- Borrowing costs on all outstanding contribution credits; and
- DCP management costs (including Report preparation and review, ongoing administration and management of the DCP by City staff).

Need for infrastructure item:

Administration costs are directly related to the administration of the DCP and are a standard item for DCPs as per SPP3.6.

Contribution catchment and methodology for apportioning costs

Administration costs are those associated with administering the development contribution plan. Cost contribution methodology for apportioning administration costs is applicable across all infrastructure items and will be apportioned to each landholding based on 2% of the total infrastructure item costs for DCA1.

How much the DCP contributes to the infrastructure item

100% of the cost.

6.4 Deletion of infrastructure items

In recognition of the advice provided by the WAPC in September 2016, the following infrastructure items originally proposed by Amendment 132 have been deleted from the modified DCP1:

1. Strategic Wetland Management and Recreation Plan for Bollard Bulrush Wetland and buffers; and
2. Upgrades to the Peel Main Drain between Bertram Road and Millar Road (excluding Bollard Bulrush wetland and buffer).

6.5 Further modifications to DCP1

In addition to the structural changes made to DCP1 to bring the DCP in line with the template format of SPP3.6, and as per the WAPC advice, a number of minor changes are proposed to the text of DCP1 to provide for greater clarity. The changes are summarised as follows:

Sulphur Road Bridge (Item A)

Sulphur Road Bridge is already an item in DCP1, with costs having been apportioned on a traffic modelled basis. Amendment 132 (as advertised) proposed to expand the contribution catchment area for the Sulphur Road Bridge to include the proposed expanded area of DCA1, and for contributions to be apportioned based on traffic modelling.

In 2014, the City in conjunction with Cardno undertook traffic modelling (and again in 2016 and 2017) that showed less than 2.5% of the traffic using Sulphur Road Bridge would be generated from land within the expanded DCA1, as proposed by Amendment 132. The City advised the Department of Planning, Lands and Heritage of this and suggested that Amendment 132 could be modified to remove the proposed expanded contribution catchment area for the Sulphur Road Bridge from Amendment 132. However this modification was not specified in the WAPC advice letter dated 13 September 2016.

Notwithstanding, it is proposed to remove the proposed expansion to the contribution catchment for Sulphur Road Bridge from Amendment 132.

Storm Water Management (Item B)

Development of stormwater management infrastructure no longer differentiates between a nutrient stripping basin and landscape/recreation feature. These items were previously separated. The stormwater management is in accordance with the requirements of the Water Corporation to service the flows north of Bertram Road. It must be noted that the contribution catchment for this Item are those landholdings north of Bertram/Mortimer Road (i.e. as part of the Amendment 87 area, encompassing the original DCA1 area).

7.0 ADOPTION OF THE DEVELOPMENT CONTRIBUTION PLAN REPORT AND COST APPORTIONMENT SCHEDULE

The City is required under Clause 6.16.5.10 to adopt and make publically available a Development Contribution Plan Report and Cost Apportionment Schedule within 90 days of gazettal of Amendment 132. The following items will be incorporated in these reports.

7.1 Traffic Modelling Report (in full)

Following advertising of Amendment 132 and as a result of consultation undertaken as part of the revised Traffic Modelling Report, the City supports the inclusion of the Traffic Modelling Report in the DCP Report for DCA1. Given that once the Traffic Modelling Report is adopted by Council along with the revised Scheme text for DCA1, it will be 'locked' in as the final traffic volumes marking proportional contributions.

7.2 Administration Costs

Currently there is no provision in the DCP for the City to collect administration costs. SPP 3.6 permits the collection of administration costs directly related to establishing, operating and reviewing the DCP and, as such, provisions will be made for this in the revised DCP.

7.3 Interest Costs

To encourage and not unduly financially disadvantage landowners from pre-funding DCP infrastructure items, provision is made to index any cost contribution credits annually using the All Groups, Capital Cities, Perth Consumer Price Index (CPI).

8.0 AMENDMENTS TO THE FIFTH SCHEDULE OF TPS NO 2

It is proposed, based on a review of submissions raised during advertising of the Amendment, the traffic modelling report prepared by Cardno dated 7 November 2017 and in line with the information noted in part 6.0 above, to replace in its entirety the fifth schedule of the Scheme as it relates to DCA1, pursuant to the below:

Planning and Development Act 2005

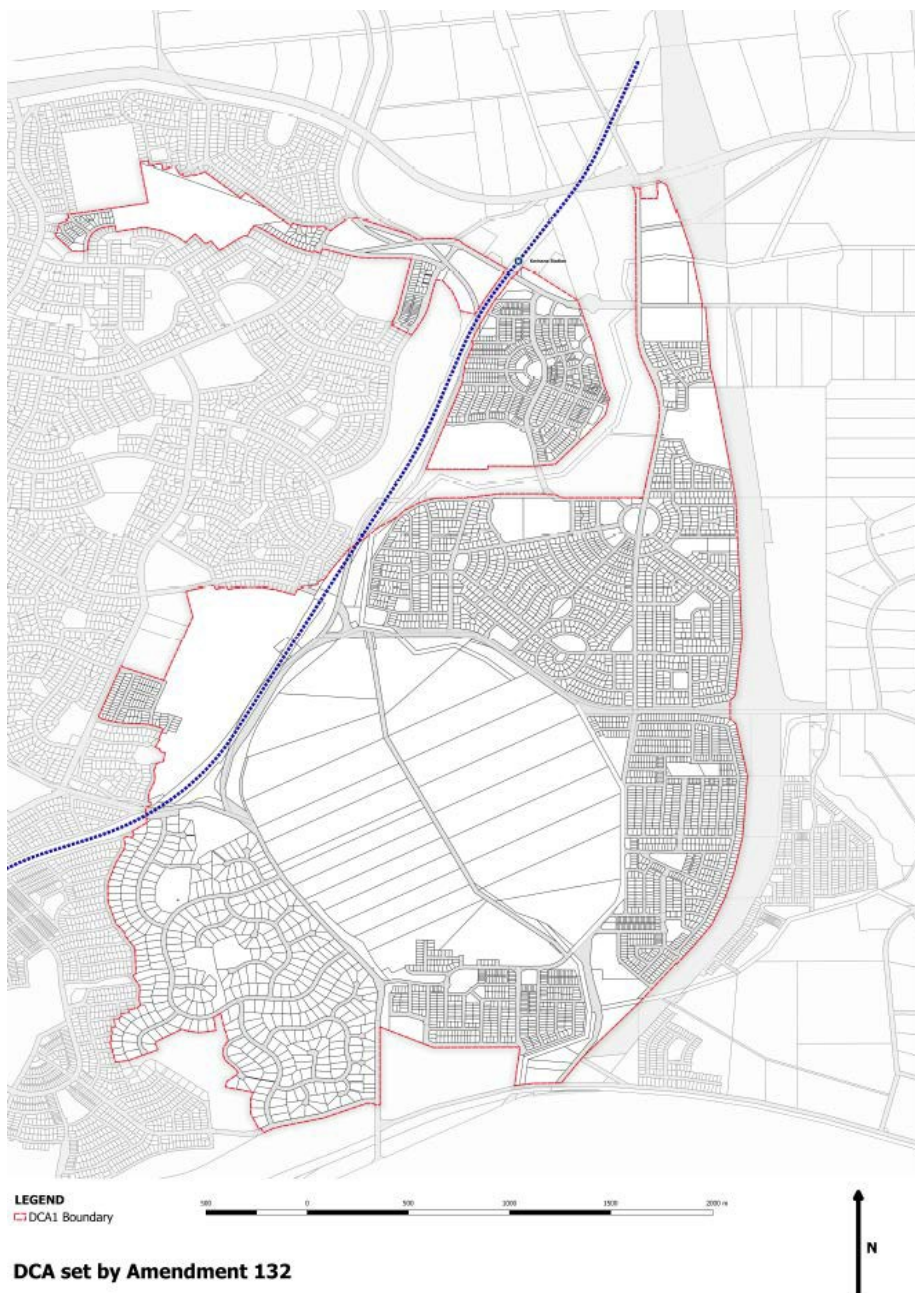
City of Kwinana

Town Planning Scheme No.2

Amendment No.132

The City of Kwinana under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005 hereby amends the above local planning scheme by:

1. Amending the Development Contribution Area 1 boundary to include the Bollard Bulrush area and adjacent areas within Wellard, Bertram and Parmelia, as per the following map:



2. Replacing Schedule V – Development Contribution Plans, DCA1 in its entirety with the following:

Development contribution area name	BERTRAM / WELLARD / PARMELIA (NORTH EAST) / ORELIA (EAST)	
Map reference on scheme map	DCA1	
Infrastructure and Administrative Items to be funded	1.4	Bridge
	Item A	100% of the cost of construction of the Sulphur Road Bridge over the railway line immediately south of the proposed Thomas Road Station.
	1.5	Roads and Drainage
	Item B	The development of storm water management infrastructure on the Peel Main Drain in accordance with the requirements of the Water Corporation to service the flows north of Bertram Road.
	Item C	Bertram Road upgrade (Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson Road/Bertram Road Intersection treatments) including all associated infrastructure works.
	Item D	Johnson Road upgrade (north of Peel Lateral Drain to Holden Close from a rural standard to urban standard being a Neighbourhood Connector A or equivalent) including all associated infrastructure works.
	Item E	Johnson Road upgrade (south of Peel Lateral Drain to Bertram Road, from rural standard to an urban standard being a Neighbourhood Connector A or equivalent) including all associated infrastructure works.
	Item F	The construction of a dual use path on the eastern side of Johnson Road from Holden Close to Bertram Road
	Item G	The upgrading of Johnson Road (south of Bertram Road) to the eastern edge of the Peel Main Drain Reserve to a Neighbourhood Connector A standard (or equivalent) including all associated infrastructure works.
	Item H	Johnson Road (west side of the Peel Main Drain Reserve to Millar Road). The construction of a new road from the west side of the Peel Main Drain Reserve southward. Contributions will be sought for the difference between a Neighbourhood Connector A standard road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs.
	Item I	The construction of a road linkage across the Parks and Recreation Reserves in the Bertram locality reflected on the approved Casuarina Structure Plan.
	Item J	Wellard Road upgrade (Bertram Road to Millar Road) to an Integrator A standard, or equivalent, including all associated infrastructure works.
	Item K	Bertram Road upgrade (Challenger Avenue to Wellard Road) to an Integrator A standard, or equivalent, including all associated infrastructure works.
	Item L	Johnson Road provision of a new culvert and road crossing over the Peel Main Drain Reserve connecting Items G and H, to a Neighbourhood Connector A standard, or equivalent, including all associated infrastructure works costs.
	Item M	New road culvert and road crossing over the Peel Main Drain linking Lot 661 and Lot 670 Bertram Road (the northern side of

Cost Contribution Methodology	Bollard Bulrush Wetland) constructed to an Access Street C standard.
	<p>1.6 Administration Costs</p> <p>All expended and estimated future costs associated with administration, planning and development of the Development Contribution Plan and any technical documents necessary for the implementation of the above, including:</p> <ul style="list-style-type: none"> • Legal and accounting fees; • Traffic studies; • Road design costs allocated to specific roads items under the DCP; • Other directly related technical and professional costs; • Borrowing costs on all outstanding contribution credits; and • DCP management costs (including Report preparation and review, ongoing administration and management of the DCP by City staff in accordance with SPP 3.6).
	<p>2.1 Bridge</p> <p>Landowners within the catchment shown on the figure 'Item A', as contained within the Development Contribution Plan 1 Report being those landholdings north of Bertram/Mortimer Road, are required to contribute towards this item.</p> <p>Item A Bridge</p> <p>The method for determining cost contributions for this item is based on estimated future lot yield within the catchment.</p> <p>2.2 Roads and Drainage</p> <p>Landowners within the relevant catchment are required to contribute to the following infrastructure items. The relevant catchments are specified below. Associated infrastructure works for upgrades to roads include but are not limited to earthworks, drainage, resurfacing or reconstruction, dual use paths, kerbing, lighting, landscaping, roundabout(s), undergrounding of power (as applicable) and any additional land required for a standard subdivisional road as applicable and where required by the City of Kwinana.</p> <p>Item B Cost contributions in relation to the development of stormwater management infrastructure on the Peel Main Drain are to be made by landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report. Contributions are to be based on estimated future lot yield.</p> <p>Item C Cost contributions in relation to the upgrade of Bertram/Mortimer Roads between Challenger Avenue and the Kwinana Freeway and Johnson/Bertram Intersection treatments are based on estimated future lot yield. Landowners within the catchment shown on the figure 'Item C', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item.</p> <p>Item D Johnson Road upgrade (north of the Peel Main Drain)</p> <ul style="list-style-type: none"> • Cost contributions towards the western side (100% share of costs for the road upgrade) are based on estimated future lot yield and are payable by landowners west of Johnson Road within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report.

	<ul style="list-style-type: none"> Cost contributions towards the eastern side (100% share of costs) are based on frontage of landholding and are payable by landowners within the catchment shown on the figure 'Item D2', as contained within the Development Contribution Plan 1 Report.
Item E	<p>Johnson Road upgrade (south of the Peel Lateral Drain)</p> <ul style="list-style-type: none"> Cost contributions towards the upgrade of Johnson Road (100% of costs) in this location are based on frontage of landholding. A landowner may, with the agreement of the City, discharge liability for a cost contribution through the provision of physical infrastructure directly in accordance with clause 6.16.5.14.1 Cost contributions towards roundabouts (2) construction are based on estimated future lot yield. Landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item F	<p>Construction of a dual use path on the eastern side of Johnson Road from Holden Close to Bertram Road.</p> <ul style="list-style-type: none"> All landowners participating in the Casuarina Structure Plan, with the catchment as shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item. Contributions are to be based on estimated future lot yield.
Item G	<p>Cost contributions towards the upgrading of Johnson Road south of Bertram Road to the east side of the Peel Main Drain Reserve are based on estimated future lot yield.</p> <ul style="list-style-type: none"> Contributions will be sought for earthworks, drainage, resurfacing, resealing, dual use path (eastern side), side kerbing, lighting, undergrounding of overhead powerlines to both sides of Johnson Road including reinstatement of the verge, landscaping and roundabout(s) where required by the City. Landowners within the catchment shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.
Item H	<p>Cost contributions towards the upgrading of the portion of realigned Johnson Road, extending from the west side of the Peel Main Drain Reserve into the Providence Estate along Irasburg Parade and then directly south along Fairhaven Boulevard to Millar Road, are based on estimated future lot yield.</p> <ul style="list-style-type: none"> Contributions will be sought for the difference between a Neighbourhood Connector A road (or a comparable standard as constructed) and an Access Street B in terms of the costs of acquiring the additional land and the associated infrastructure works costs. Landowners within the catchment shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item.

	<p>Item I Cost contributions towards a new road linkage across the Parks and Recreation Reserve in the Bertram locality as shown on the Casuarina Structure Plan, based on estimated future lot yield.</p> <ul style="list-style-type: none"> Landowners within the catchment shown on the figure 'Items B, D1, E, F and I', as contained within the Development Contribution Plan 1 Report, are required to contribute 100% towards the cost of this item. <p>Item J Proportional cost contribution towards the full cost of the upgrade of Wellard Road from the intersection of Bertram Road to Millar Road within the City of Kwinana boundary, based on traffic apportionment in accordance with the traffic modelling report prepared by Cardno dated 7 November 2017, allocated against the estimated future lot yield for each traffic generation locality.</p> <ul style="list-style-type: none"> Contributions will be sought for an Integrator A standard road (or equivalent) and the associated infrastructure works costs; The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling. The provision of this infrastructure item will be in accordance with the Priority and Timing of Infrastructure as listed in the prevailing DCP Report. Landowners within the catchment shown on the figure 'Items J and K', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item. <p>Item K Cost contribution towards the full cost of the Bertram Road upgrade to an urban standard applies from the intersection of Challenger Avenue to Wellard Road and is based on the traffic volumes in accordance with the traffic modelling report prepared by Cardno dated 7 November 2017, allocated against the estimated future lot yield for each traffic generation locality.</p> <ul style="list-style-type: none"> Contributions will be sought for an Integrator A standard road (or equivalent) and the associated infrastructure works costs. The full cost of this item will be proportionally reduced based on the percentage of traffic from elsewhere in DCA1 and external to DCA1 using this road as calculated from traffic modelling. The provision of this infrastructure item will be in accordance with the Priority and Timing of Infrastructure as listed in the Development Contribution Plan 1 Report. Landowners within the catchment shown on the figure 'Items J and K', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item. <p>Item L Cost contributions towards the full cost of the new Johnson Road culvert and road crossing, located within the Peel Main Drain Reserve connecting Items G and H, are based on estimated future lot yield. The construction of the culvert and road crossing will be to a suitable standard to address, but not affect the flow of the drain and meet the traffic demands of a Neighbourhood Connector B standard road (or as constructed).</p> <ul style="list-style-type: none"> Unless otherwise constructed to support subdivision works, the provision of this infrastructure item will be in accordance
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	<p>with the Priority and Timing of Infrastructure as listed in the Development Contribution Plan 1 Report.</p> <ul style="list-style-type: none"> Landowners within the catchment as shown on the figure 'Items G, H and L', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item. <p>Item M Cost contributions towards the full cost of the new culvert and road crossing over the Peel Main Drain linking Lots 661 and 670 Bertram Road, based on estimated future lot yield. The design and construction of the culvert and road crossing will be to a suitable standard to address the flow of the drain and meet the traffic demands of an Access Street C standard.</p> <ul style="list-style-type: none"> The exact location of this culvert and road crossing is to be determined via local structure planning of these lots and is to cross the Peel Main Drain to provide a road connection to allow for traffic movement east-west within urban development south of Bertram Road and north of the Bollard Bulrush Wetland and buffer. This item may be constructed in the initial stages of subdivision for Lot 661 and/or Lot 670, or if this is not the case, construction will be in accordance with the Priority and Timing of Infrastructure as listed in the DCP Report. Landowners within the catchment as shown on the figure 'Item M', as contained within the Development Contribution Plan 1 Report, are required to contribute towards this item. <p>2.3 Administration Costs</p> <p>Administration costs are those associated with administering the development contribution plan. Cost contribution methodology for apportioning administration costs is applicable across all infrastructure items and will be apportioned to each landholding based on 2% of the total infrastructure item costs for DCA1.</p>
Operation	<p>3.1 Land Included</p> <p>Cost contributions from landowners within the applicable Item's catchment are required for residential lots created at the time when land in DCA1 became subject to the various amendments pursuant to DCP1 as per Local Planning Scheme No.2.</p>
	<p>3.2 Traffic Modelling</p> <p>Traffic modelling for Bertram Road and Wellard Road is based on traffic forecasts to 2031 and estimated future lot yields in each of the modelled traffic generation areas within DCA1 in accordance with the traffic modelling report prepared by Cardno dated 7 November 2017.</p> <p>The modelling is designed to identify DCA1 traffic generation areas and quantify the marginal traffic impact of each of these areas on Bertram Road and Wellard Road infrastructure, taking account of existing development in DCA1 and externally-generated traffic.</p> <p>Cost contributions based on traffic modelling will be based on proportional traffic volume, being the percentage of the total volume of traffic using the particular infrastructure item as generated or likely to be generated by the contributing landholdings. This figure, as determined by the traffic modelling undertaken, is generally fixed for the life of the DCP and is based on the estimated lot yield for the catchment. The traffic modelling figures will be included within the initial Cost Apportionment Schedule following the gazettal of Amendment 132 and a full copy of the traffic modelling report will be appended to the Development Contribution Plan 1 Report.</p>

	<p>Nothing in this proceeding paragraph prevents the City from reviewing the traffic modelling should the densities change within DCA1 to the extent that the proportionate share of the cost of Wellard and Bertram Roads based on the Cardno Traffic Modelling (7 November 2017) becomes inequitable for contributing parties.</p>
	<p>3.3 Calculation of cost contribution liability</p> <p>Given that each lot entails a different bundle of items, it is necessary to calculate the cost contribution for each lot, where:</p> <p>IC is the estimated or actual infrastructure cost for each DCA1 item including administration costs;</p> <p>TY is the total estimated lot yield expected for each infrastructure item.</p> <p>Y is the estimated future lot yield for a particular lot;</p> <p>CCPL is the estimated cost contribution per lot for each item where CCPL = Y/TY x IC;</p> <p>The amount of an owner's cost contribution is calculated at the time of liability arising under clause 6.16.5.13.2 as follows:</p> <p>Owner's cost contribution = Sum of All CCPL that the lot must pay contributions towards</p>
	<p>3.4 Definitions</p> <p>Terms used within this Schedule, and not already defined by the Scheme in 6.16.5, or elsewhere in this Schedule, have the following meaning:</p> <ul style="list-style-type: none"> • Access Street B means an Access Street B as defined in Liveable Neighbourhoods (as amended from time to time); • Access Street C means an Access Street C as defined in Liveable Neighbourhoods (as amended from time to time); • Catchment – an area within DCA1 relevant to use of an infrastructure item as shown in figures 'Items A to M'; • Estimated future lot yield means the likely lot yield of a defined area estimated from approved local structure plans or, where there are no approved local structure plans, by application of an R25 density yield across remaining net developable land area and further reduced by 30% to account for local infrastructure required to support subdivision, including both residential and non-residential uses; • Integrator A means an Integrator A arterial route as defined in Liveable Neighbourhoods (as amended from time to time); • Liveable Neighbourhoods means the operational policy entitled 'Liveable Neighbourhoods: a Western Australian Government sustainable cities initiative' dated January 2009 Update 02 (as amended from time to time); • Neighbourhood Connector A means a Neighbourhood Connector A street as defined in Liveable Neighbourhoods (as amended from time to time); • Neighbourhood Connector B means a Neighbourhood Connector B street as defined in Liveable Neighbourhoods (as amended from time to time); • Contribution credit – amount of pre-funding for infrastructure or administration by the local government or landowner less any repayments or cost contribution offsets;

Period of operation	4.1	The Development Contribution Plan shall operate for a period of 20 years from 27 June 2012, being the date at which development and subdivision within DCA 1 became subject to the DCP introduced through Amendment 132.
Priority and Timing of Infrastructure Provision	5.1	The Development Contribution Plan 1 report, to be prepared as per clause 6.16.5.10.1, will outline the priority and timing of the infrastructure items nominated in the DCP. Generally the priority and timing of the infrastructure items will be determined by the rate of development growth within the development contribution area and will be reviewed when considered appropriate.
Review process	6.1	<p>The plan will be reviewed when considered appropriate, though not exceeding a period of five years duration, having regard to the rate of subsequent development in the catchment areas since the last review and the degree of development potential still existing.</p> <p>The estimated infrastructure costs contained in the Cost Apportionment Schedule will be reviewed at least annually to reflect changes in funding and revenue sources and indexed based on the Building Cost Index or other appropriate index as approved by an appropriately qualified independent person.</p>

3. Revising the methodology for calculation of cost contribution liability from the existing net developable land area to estimated future lot yield as used in the traffic modelling report
4. Amending the Scheme Map accordingly

EVIDENCE OF ADOPTION

Adopted by resolution of the City of Kwinana at the Ordinary Meeting of the Council held on the 27th day of June 2012

MAYOR

CHIEF EXECUTIVE OFFICER

EVIDENCE OF ADOPTION OF
FINAL APPROVAL

Adopted for final approval by resolution of the City of Kwinana at the Ordinary Meeting of the Council held on the 24th day of April 2018 and the Common Seal of the City of Kwinana was hereunto affixed by the authority of a resolution of the Council in the presence of:

MAYOR

SEAL

CHIEF EXECUTIVE OFFICER

RECOMMENDED/SUBMITTED
FOR FINAL APPROVAL

DELEGATED UNDER S.16 OF PD ACT 2005

Date _____

FINAL APPROVAL GRANTED

MINISTER FOR PLANNING AND INFRASTRUCTURE

Date _____

ATTACHMENT E

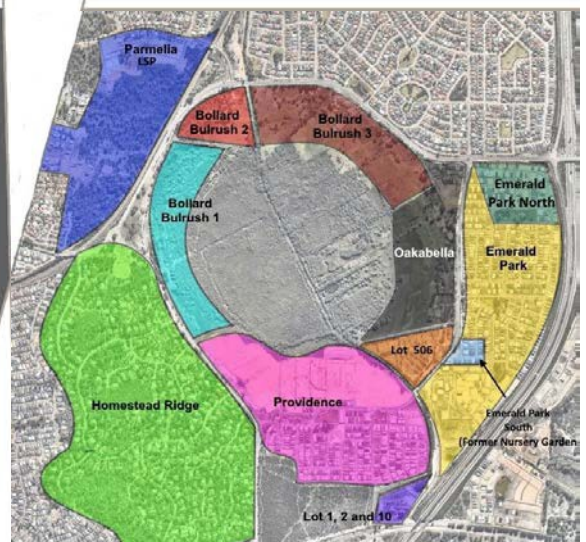
Revised Traffic Modelling Report – 7 November 2017

Kwinana DCP Modelling

Traffic Modelling Apportionment

Prepared for
City of Kwinana

7 November 2017



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Senior Transport Planner

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A	18/6/2017	Draft for review	AM	AW
B	30/8/2017	Final	AM	AW / RC
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D	28/9/2017	Correction of lot yields and tables`	AM	AW
E	16/10/2017	Inclusion of peer review comments	AM	AW
F	7/11/2017	Minor changes to graphics	AM	AW

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Summary

Cardno has been engaged by the City of Kwinana to prepare a report detailing the 2031 forecast traffic volumes for the following 3 transport infrastructure items included in the Bollard Bulrush Development Contribution Area (DCA):

- > Wellard Road;
- > Bertram Road; and
- > Sulphur Road Bridge;

The forecast demand for 2031 has been extracted from Cardno's SATURN model that covers the entire municipality of Kwinana. The model was developed utilising agreed and approved data from the City of Kwinana, Department of Planning and Main Roads WA (MRWA). The model has been calibrated and validated to industry standard and is considered to be a reasonable source of future traffic demand for the City.

Following the consultation with all stakeholders Revision B of this report, the development yield, access points, internal connectivity between BB1 and BB2 have been changed to reflect the feedback, which in turn impacts noticeably on the traffic assignment in the models. In addition, external traffic volumes have also been included in the apportionment tables.

The approximate proportion of development-generated traffic for each of the road analysed are summarised below:

- > Wellard Road (south of Bertram Road): 42%
- > Wellard Road (south of Cavendish Boulevard): 26%
- > Bertram Road (west of Challenger Avenue): 40%
- > Sulphur Road Bridge: 2%

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1 Introduction

Cardno has been engaged by the City of Kwinana to prepare a report detailing the 2031 forecast traffic demand volumes for the following 3 transport infrastructure items included in the Development Contribution Area (DCA):

- > Sulphur Road Bridge;
- > Wellard Road; and
- > Bertram Road.

Included in this report are the forecast proportional traffic demand volumes that have been determined for each of the infrastructure items for developments within the respective contribution catchment areas, as well as a summary of all data inputs and basis on which the traffic modelling has been undertaken.

The forecast demand for 2031 has been extracted from Cardno's SATURN model that covers the entire municipality of Kwinana. The model was developed utilising agreed and approved data from the City of Kwinana, Department of Planning and Main Roads WA (MRWA). The model has been calibrated and validated to industry standard and is considered to be a reasonable source of future traffic demand for the City.

The trip generation and distribution to/from utilised for this study for the development zones have been based on regression equations generated and included in the MRWA Regional Operations Model (ROM), which have been developed from Census and travel survey data.

The traffic volumes used as a basis for the apportionments for the road infrastructure items consist of a summation of AM peak and PM peak hour traffic volumes extracted from the model.

Technical information relating to model settings, free-flow speeds and road hierarchy can be found in Appendices A to D.

1.1 Purpose of Report

The purpose of this report is to document the results from Select Link Analysis (SLA) undertaken for the 3 transport infrastructure items based on updated development yields provided by the City for the development areas within the DCA.

2 Modelling Inputs and Basis

The modelling allows for a total of 3,497 residential dwellings by 2031 as a result of the developments summarised in **Table 2-1**.

Table 2-1 2031 Dwelling Yields

Development Area	Development Yields
Bollard Bulrush Area 1	171
Bollard Bulrush Area 2	198
Bollard Bulrush Area 3	445
Emerald Park Central	663
Emerald Park North	171
Emerald Park Garden Nursery Site	42
Providence	780
Parmelia LSP	438
Lots 1, 2 and 10	54
Oakabella Estate	415
Lot 506	120
TOTAL	3,497

Additionally, the Homestead Ridge includes 336 dwellings within the study area.

The locations of the above developments are shown in **Figure 2-1** while the SATURN model network is shown in **Figure 2-2**.

Figure 2-1 Location of Developments Included within DCP

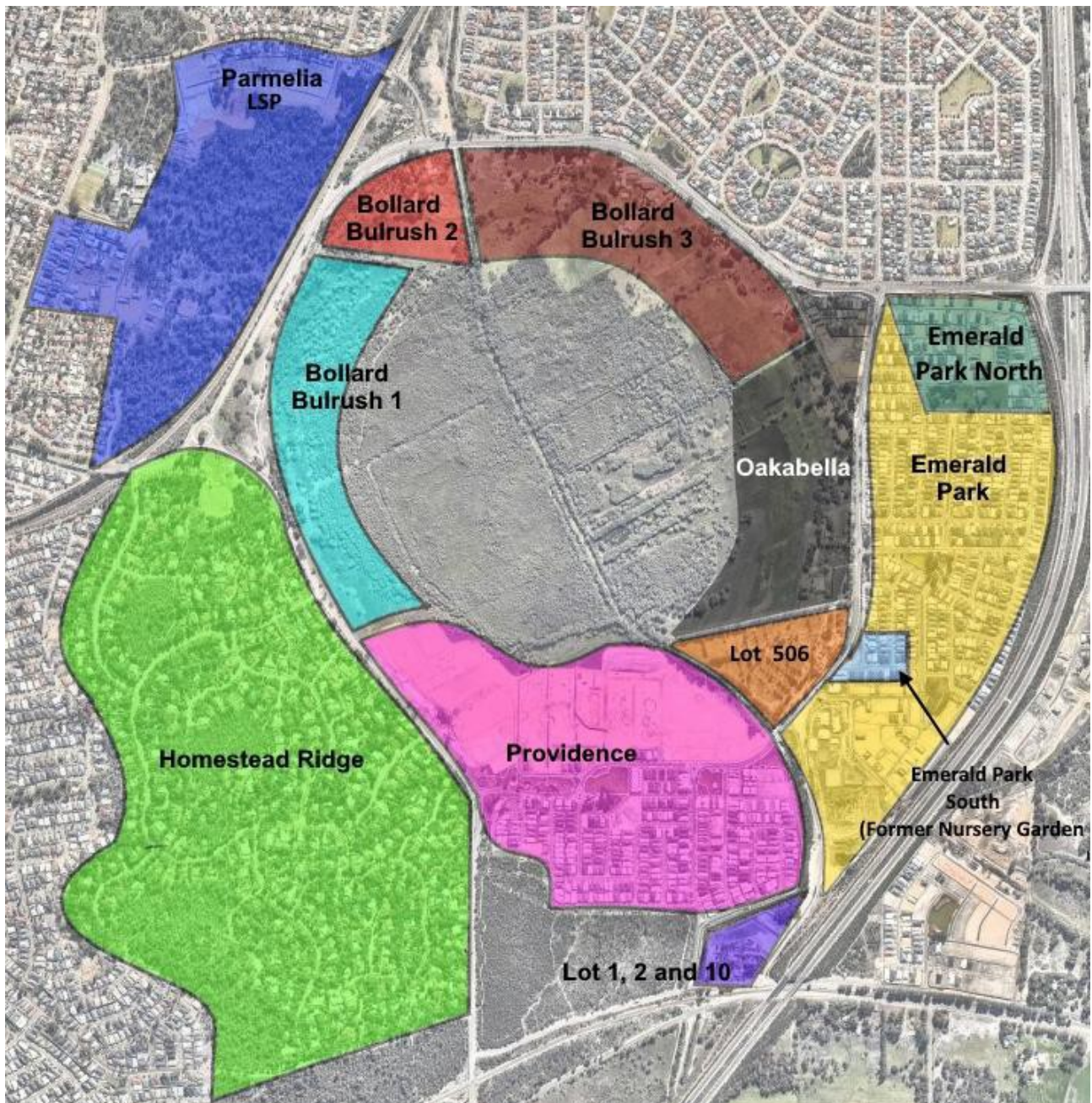
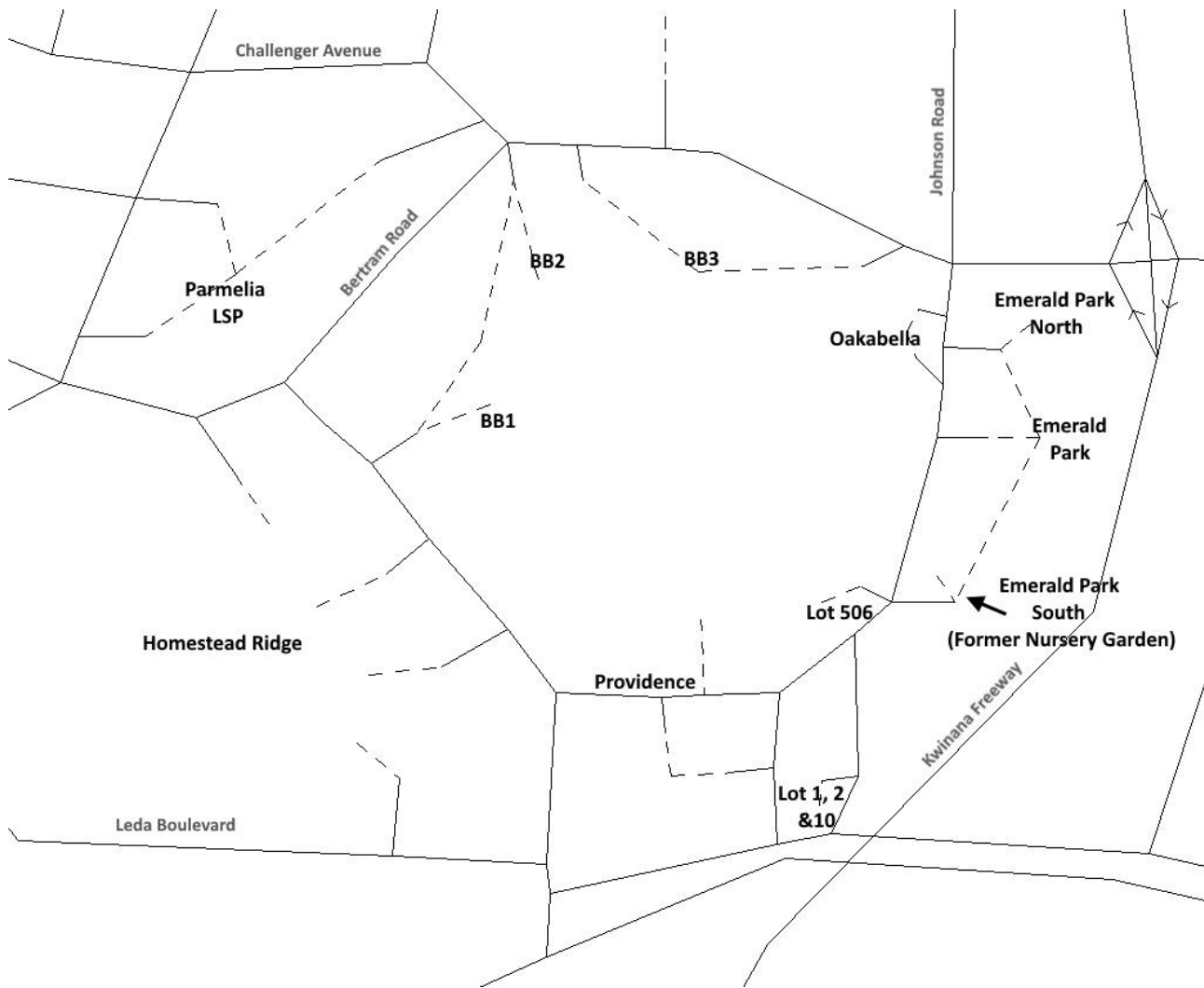


Figure 2-2 2031 SATURN Model Network



3 Select Link Analysis

Select Link Analysis (SLA) is a function within the SATURN software which allows a traffic flow to be broken into proportions from each development/location, making it ideal for reasonably assessing developer contributions.

In order to determine the proportional use of each of the road infrastructure items, SLA's were undertaken for the SATURN 2031 AM and PM peak hour scenarios for each of the road infrastructure items.

3.1 Wellard Road

3.1.1 Wellard Road, south of Bertram Road

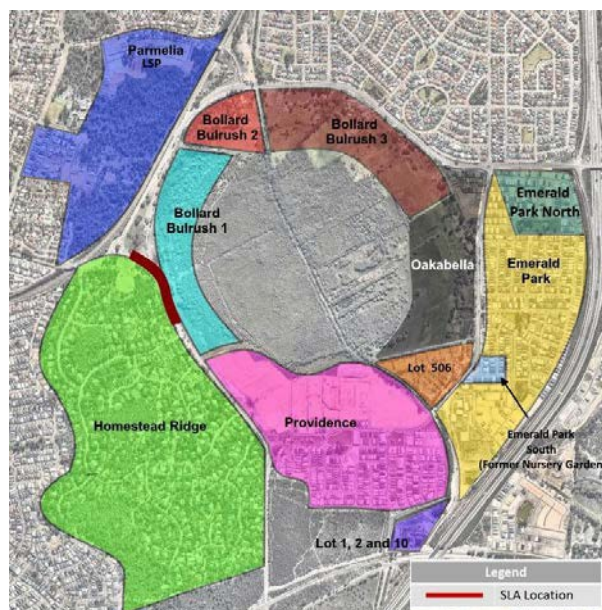
The Wellard Road contribution catchment area and Select Link Analysis (SLA) location is outlined in red in

Figure 3-1 and includes the following developments:

- > Bollard Bulrush 1;
- > Bollard Bulrush 2;
- > Bollard Bulrush 3;
- > Providence;
- > Emerald Park North;
- > Emerald Park;
- > Emerald Park South (Former Nursery Garden);
- > Parmelia LSP;
- > Lot 1, 2 and 10 Johnson Road;
- > Oakabella Estate;
- > Lot 506

In addition, the existing Homestead Ridge is also included within the contribution catchment for this item.

Figure 3-1 Wellard Road Contribution Catchment Area



A summary of traffic on Wellard Road from the 2031 AM/PM peak hour models is provided in **Table 3-1** below.

Table 3-1 Summary of 2031 Modelled Traffic on Wellard Road South of Bertram Road

	Vehicles	Proportion	Vehicles	Proportion	Vehicles	Proportion
Traffic generated by developments within catchment area	662	41.8%	598	41.3%	1260	41.5%
Traffic not generated by developments within catchment area	922	58.2%	851	58.7%	1773	58.5%
Total	1584	100.0%	1449	100.0%	3033	100.0%

Table 3-2 and **Table 3-3** summarise the SLA results for the traffic on Wellard Road North of Bollard Bulrush

– 1 Access associated with the developments included in the contribution catchment area for the 2031 AM peak hour and 2031 PM peak hour respectively. **Table 3-4** summarises the combined 2031 AM and PM peak hour traffic volumes for the Wellard Road SLA.

Table 3-2 Summary of Traffic on Wellard Road south of Bertram Road Associated with Contribution Catchment Area for 2031 AM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated with
Bollard Bulrush 1	58	3.7%
Bollard Bulrush 2	40	2.5%
Bollard Bulrush 3	92	5.8%
Providence	223	14.1%
Emerald Park	61	3.9%
Emerald Park North	11	0.7%
Emerald Park South	5	0.3%
Parmelia LSP	13	0.8%
Homestead Ridge	134	8.5%
Lot 1, 2 and 10	7	0.5%
Oakabella Estate	2	0.1%
Lot 506	16	1.0%
Total Traffic from Developments	662	42%
External	922	58%
Total Wellard Road North	1584	100%

Table 3-3 Summary of Traffic on Wellard Road south of Bertram Road Associated with Contribution Catchment Area for 2031 PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	86	5.9%
Bollard Bulrush 2	30	2.1%
Bollard Bulrush 3	61	4.2%
Providence	263	18.2%
Emerald Park	2	0.1%
Emerald Park North	0	0.0%
Emerald Park South	0	0.0%
Parmelia LSP	7	0.5%
Homestead Ridge	147	10.1%
Lot 1, 2 and 10	2	0.1%
Oakabella Estate	0	0.0%
Lot 506	0	0.0%
Total Traffic from Developments	598	41%
External	851	59%
Total Wellard Road North	1449	100%

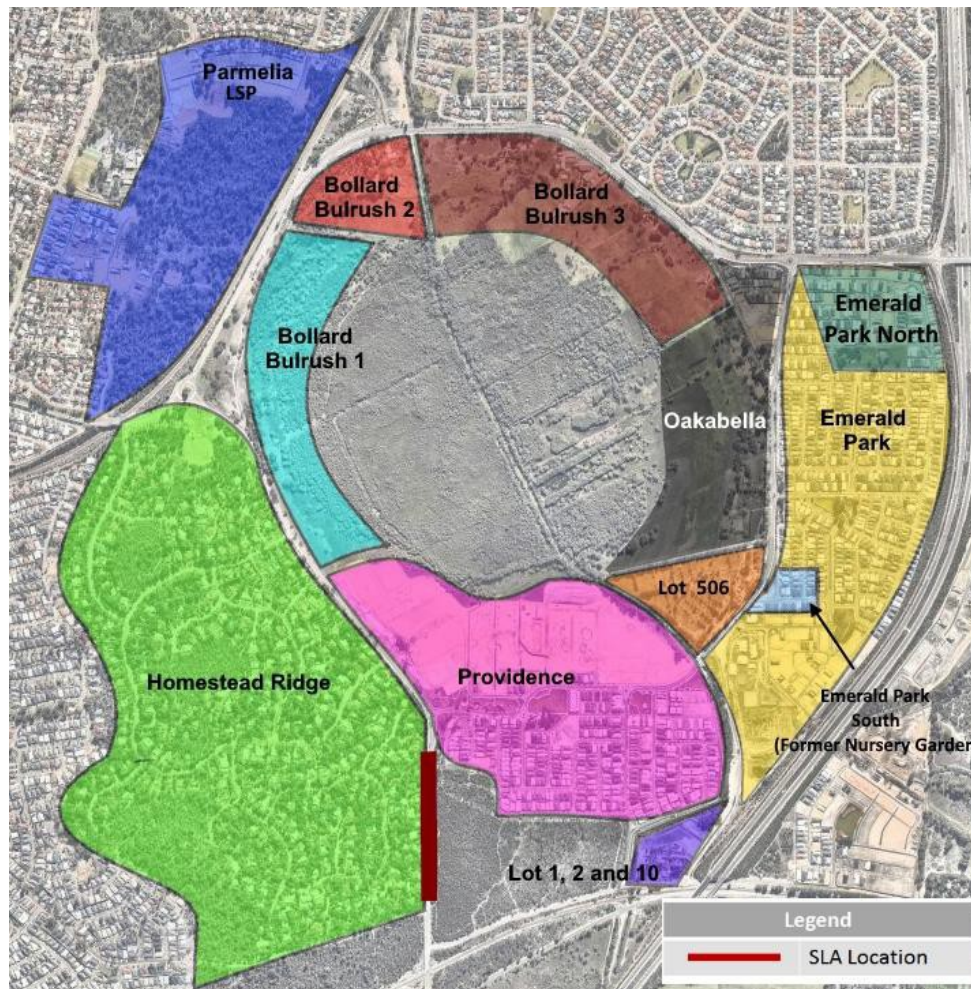
Table 3-4 Summary of Traffic on Wellard Road south of Bertram Road Associated with Contribution Catchment Area for combined 2031 AM and PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	144	4.7%
Bollard Bulrush 2	70	2.3%
Bollard Bulrush 3	153	5.0%
Providence	486	16.0%
Emerald Park	63	2.1%
Emerald Park North	11	0.4%
Emerald Park South	5	0.2%
Parmelia LSP	20	0.7%
Homestead Ridge	281	9.3%
Lot 1, 2 and 10	9	0.3%
Oakabella Estate	2	0.1%
Lot 506	16	0.5%
Total Traffic from Developments	1260	41.5%
External	1777	58.5%
Total Wellard Road North	3033	100%

3.1.2 Wellard Road South of Cavendish Boulevard

Figure 3-2 shows the SLA location in red of Wellard south of Cavendish Boulevard.

Figure 3-2 Wellard Road South of Cavendish Boulevard



A summary of traffic on Wellard Road from the 2031 AM/PM peak hour models is provided in **Table 3-5**

below.

Table 3-6 and **Table 3-7** summarise the SLA results for the traffic on Wellard Road South of Cavendish associated with the developments included in the contribution catchment area for the 2031 AM peak hour and 2031 PM peak hour respectively. **Table 3-8** summarises the combined 2031 AM and PM peak hour traffic volumes for the Wellard Road SLA.

Table 3-5 Summary of 2031 Modelled Traffic on Wellard Road South of Cavendish Boulevard

	Vehicles	Proportion	Vehicles	Proportion	Vehicles	Proportion
Traffic generated by developments within catchment area	408	30%	217	20%	625	26%
Traffic not generated by developments within catchment area	938	70%	860	80%	1798	74%
Total	1346	100.0%	1077	100.0%	2423	100.0%

Table 3-6 Summary of Traffic on Wellard Road Associated with Contribution Catchment Area for 2031 AM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated with Contribution Catchment Area
Bollard Bulrush 1	30	2.2%
Bollard Bulrush 2	37	2.7%
Bollard Bulrush 3	86	6.4%
Providence	61	4.5%
Emerald Park	58	4.3%
Emerald Park North	11	0.8%
Emerald Park South	5	0.4%
Parmelia LSP	7	0.5%
Homestead Ridge	88	6.5%
Lot 1, 2 and 10	8	0.6%
Oakabella Estate	2	0.1%
Lot 506	15	1.1%
Total Traffic from Developments	408	30.3%
External	938	69.7%
Total Wellard Road North	1346	100%

Table 3-7 Summary of Traffic on Wellard Road Associated with Contribution Catchment Area for 2031 PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	31	2.9%
Bollard Bulrush 2	27	2.5%
Bollard Bulrush 3	59	5.5%
Providence	87	8.1%
Emerald Park	0	0.0%
Emerald Park North	0	0.0%
Emerald Park South	0	0.0%
Parmelia LSP	4	0.4%
Homestead Ridge	7	0.6%
Lot 1, 2 and 10	2	0.2%
Oakabella Estate	0	0.0%
Lot 506	0	0.0%
Total Traffic from Developments	217	20%
External	860	80%
Total Wellard Road North	1077	100%

Table 3-8 Summary of Traffic on Wellard Road Associated with Contribution Catchment Area for combined 2031 AM and PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	61	2.5%
Bollard Bulrush 2	64	2.6%
Bollard Bulrush 3	145	6.0%
Providence	148	6.1%
Emerald Park	58	2.4%
Emerald Park North	11	0.5%
Emerald Park South	5	0.2%
Parmelia LSP	11	0.5%
Homestead Ridge	95	3.9%
Lot 1, 2 and 10	10	0.4%
Oakabella Estate	2	0.1%
Lot 506	15	0.6%
Total Traffic from Developments	625	26.0%
External	1798	74.0%
Total Wellard Road North	2423	100%

3.2 Bertram Road

3.2.1 Bertram Road – West of Challenger Avenue

The Bertram Road contribution catchment area and SLA location are outlined in red in **Figure 3-3** and includes the following developments:

- > Bollard Bulrush 1;
- > Bollard Bulrush 2;
- > Bollard Bulrush 3;
- > Providence;
- > Emerald Park North;
- > Emerald Park;
- > Emerald Park South (Former Nursery Garden);
- > Parmelia LSP;
- > Lot 1, 2 and 10 Johnson Road;
- > Oakabella Estate;
- > Lot 506

In addition, the existing Homestead Ridge is also included within the contribution catchment for this item.

Figure 3-3 Bertram Road (West of Challenger Avenue) Contribution Catchment Area and SLA location



A summary of traffic on Bertram Road West of Challenger Avenue from the 2031 AM/PM peak hour models is provided in **Table 3-9** below.

Table 3-9 Summary of 2031 Modelled Traffic on Bertram Road West of Challenger Avenue

	2031 AM Peak Hour		2031 PM Peak Hour		2031 AM + PM Peak Hour	
	Vehicles	Proportion	Vehicles	Proportion	Vehicles	Proportion
Traffic generated by developments within catchment area	392	40%	423	40%	815	40%
Traffic not generated by developments within catchment area	591	60%	628	60%	1219	60%
Total	983	100%	1051	100%	2034	100%

Table 3-10 and **Table 3-11** summarise the SLA results for the traffic on Bertram Road west of Challenger Avenue associated with the developments included in the contribution catchment area for the 2031 AM peak hour and 2031 PM peak hour respectively. **Table 3-12** summarises the combined 2031 AM and PM peak hour traffic volumes for the Bertram Road SLA.

Table 3-10 Summary of Traffic on Bertram Road West of Challenger Avenue Associated with Contribution Catchment Area for 2031 AM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated with Contribution Catchment Area
Bollard Bulrush 1	22	2.2%
Bollard Bulrush 2	65	6.6%
Bollard Bulrush 3	149	15.2%
Providence	32	3.3%
Emerald Park	59	6.0%
Emerald Park North	14	1.4%
Emerald Park South	0	0.0%
Parmelia LSP	0	0.0%
Homestead Ridge	50	5.1%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	1	0.1%
Lot 506	0	0.0%
Total Traffic from Developments	392	40%
External	591	60%
Total Wellard Road North	983	100%

Table 3-11 Summary of Traffic on Bertram Road West of Challenger Avenue Access Associated with Contribution Catchment Area for 2031 PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	21	2.0%
Bollard Bulrush 2	42	4.0%
Bollard Bulrush 3	163	15.4%
Providence	2	0.2%
Emerald Park	116	11.0%
Emerald Park North	32	3.0%
Emerald Park South	8	0.8%
Parmelia LSP	0	0.0%
Homestead Ridge	18	1.7%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	11	1.0%
Lot 506	10	0.9%
Total Traffic from Developments	423	40%
External	628	60%
Total Wellard Road North	1051	100%

Table 3-12 Summary of Traffic on Bertram Road West of Challenger Avenue Associated with Contribution Catchment Area for Combined 2031 AM and PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	43	2.1%
Bollard Bulrush 2	107	5.2%
Bollard Bulrush 3	312	15.3%
Providence	34	1.7%
Emerald Park	175	8.6%
Emerald Park North	46	2.3%
Emerald Park South	8	0.4%
Parmelia LSP	0	0.0%
Homestead Ridge	68	3.3%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	12	0.6%
Lot 506	10	0.5%
Total Traffic from Developments	815	40%
External	1219	60%
Total Wellard Road North	2034	100%

3.3 Sulphur Road Bridge

The Sulphur Road Bridge SLA location is shown as a red circle in **Figure 3-4** while the Sulphur Road Bridge related to the contribution catchment area is outlined below:

- > Bollard Bulrush 1;
- > Bollard Bulrush 2;
- > Bollard Bulrush 3;
- > Providence;
- > Emerald Park North;
- > Emerald Park;
- > Emerald Park South (Former Nursery Garden);
- > Parmelia LSP;
- > Lot 1, 2 and 10 Johnson Road;
- > Oakabella Estate;
- > Lot 506;
- > Homestead Ridge

Figure 3-4 Sulphur Road Bridge – SLA Location



A summary of traffic on Sulphur Road Bridge from the 2031 AM/PM peak hour models is provided in **Table 3-13** below. It can be seen that only a small proportion of trips from the developments within the DCP area are likely to utilise this route as more convenient east-west links exist for these developments.

Table 3-13 Summary of 2031 Modelled Traffic on Sulphur Road Bridge

	Vehicles	Proportion	Vehicles	Proportion	Vehicles	Proportion
Traffic generated by developments within catchment area	8	2.5%	13	2%	21	2.3%
Traffic not generated by developments within catchment area	305	97.5%	589	98%	894	97.7%
Total	313	100.0%	602	100.0%	915	100.0%

Table 3-14 and **Table 3-15** summarise the SLA results for the traffic on Sulphur Road Bridge associated with the developments included in the contribution catchment area for the 2031 AM peak hour and 2031 PM peak hour respectively. **Table 3-16** summarises the combined 2031 AM and PM peak hour traffic volumes for the Sulphur Road Bridge SLA. It is noted that the modelled traffic volumes on the Sulphur Road Bridge associated with the contribution catchment is considered negligible when compared to the overall traffic volumes.

Table 3-14 Summary of Traffic on Sulphur Road Bridge Associated with Contribution Catchment Area for 2031 AM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated with Contribution Catchment Area
Bollard Bulrush 1	0	0.0%
Bollard Bulrush 2	1	0.3%
Bollard Bulrush 3	1	0.3%
Providence	0	0.0%
Emerald Park	4	1.3%
Emerald Park North	1	0.3%
Emerald Park South	0	0.0%
Parmelia LSP	1	0.3%
Homestead Ridge	0	0.0%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	0	0.0%
Lot 506	0	0.0%
Total Traffic from Developments	8	2.5%
External	305	97.5%
Total Wellard Road North	313	100%

Table 3-15 Summary of Traffic on Sulphur Road Bridge Associated with Contribution Catchment Area for 2031 PM Peak Hour

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	9	1.5%
Bollard Bulrush 2	0	0.0%
Bollard Bulrush 3	0	0.0%
Providence	0	0.0%
Emerald Park	3	0.5%
Emerald Park North	0	0.0%
Emerald Park South	0	0.0%
Parmelia LSP	1	0.2%
Homestead Ridge	0	0.0%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	0	0.0%
Lot 506	0	0.0%
Total Traffic from Developments	13	2%
External	589	98%
Total Wellard Road North	602	100%

Table 3-16 Summary of Traffic on Sulphur Road Bridge Associated with Contribution Catchment Area for Combined 2031 AM and PM Peak Hours

Development	# Vehicles Associated with Contribution Catchment Area	Proportional Traffic Associated w Contribution Catchment Area
Bollard Bulrush 1	9	1.0%
Bollard Bulrush 2	1	0.1%
Bollard Bulrush 3	1	0.1%
Providence	0	0.0%
Emerald Park	7	0.8%
Emerald Park North	1	0.1%
Emerald Park South	0	0.0%
Parmelia LSP	2	0.2%
Homestead Ridge	0	0.0%
Lot 1, 2 and 10	0	0.0%
Oakabella Estate	0	0.0%
Lot 506	0	0.0%
Total Traffic from Developments	21	2.3%
External	894	97.7%
Total Wellard Road North	915	100%

4 References

Akcelik, R, 2000. *On the Validity of Some Traffic Engineering Folklore, December 6-8, 2000: 22nd Conference of Australian Institutes of Transport Research (CAITR 2000)*, Canberra, ACT

APPENDIX

A

NON-DEFAULT SATURN MODEL PARAMETERS

&OPTION

KWINANA 2031 AM SATURN MODEL Version 1.1.2
TITLE

&PARAM

LEFTDR=T

SPEEDS=T *in

Km/h AUTOX=T

AUTOZ=F

NOTUK=1

AUTONA=T

AUTOK=T

ALEX=0

NITA_S=100

NITA_M=5

NOPMAX=5

MASL=100

KONSTP=5

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ISTOP=97

AK_MIN=0.2

MAXZN=100

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GAPR=3

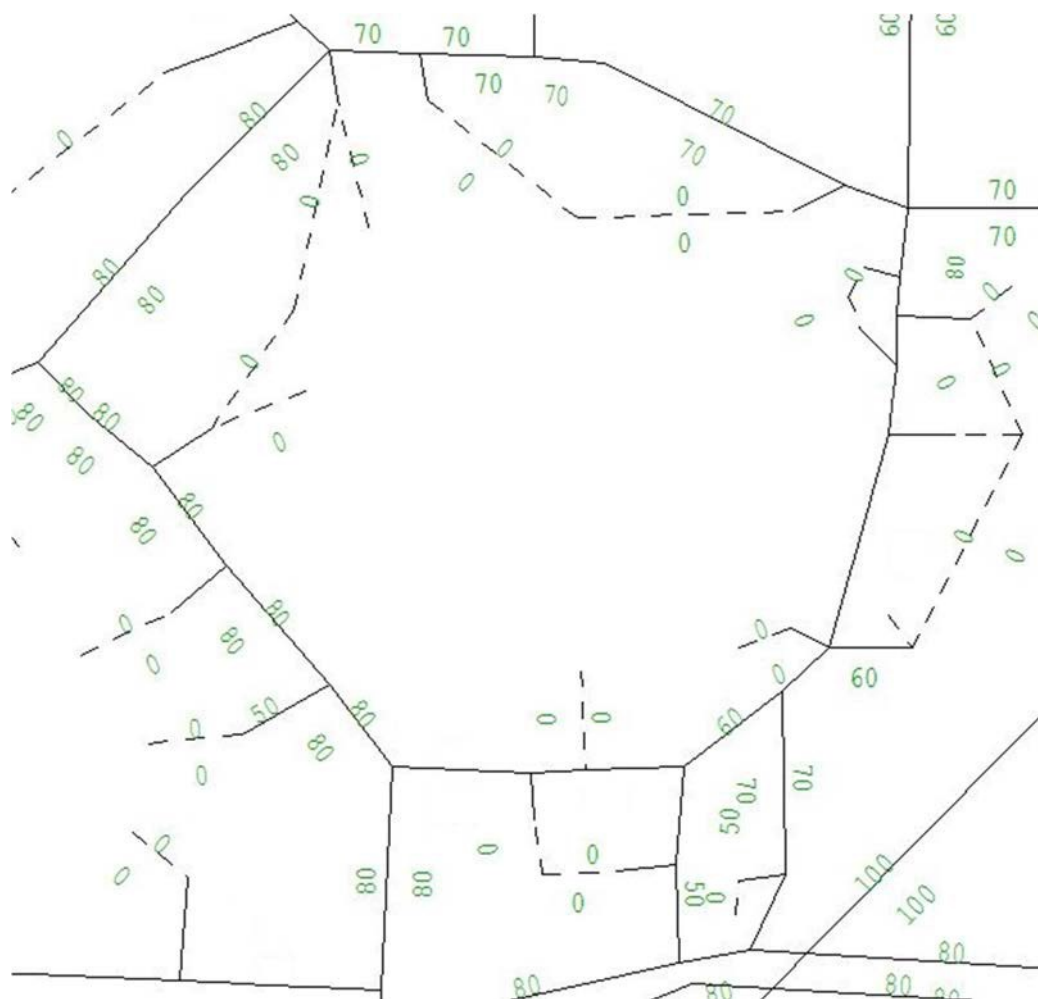
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APPENDIX

B

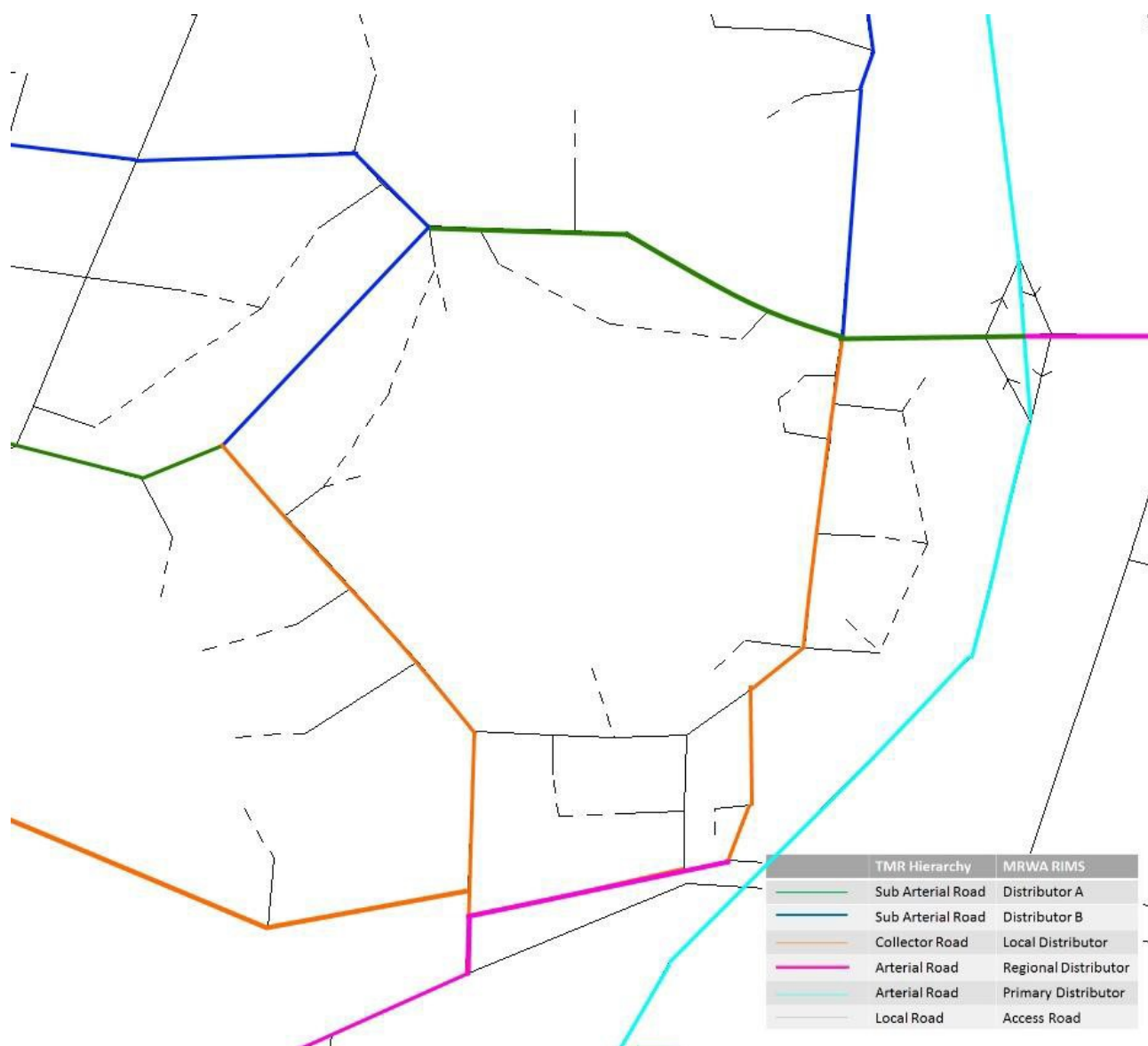
MODEL FREEFLOW SPEEDS



APPENDIX

C

MODEL ROAD HIERARCHY

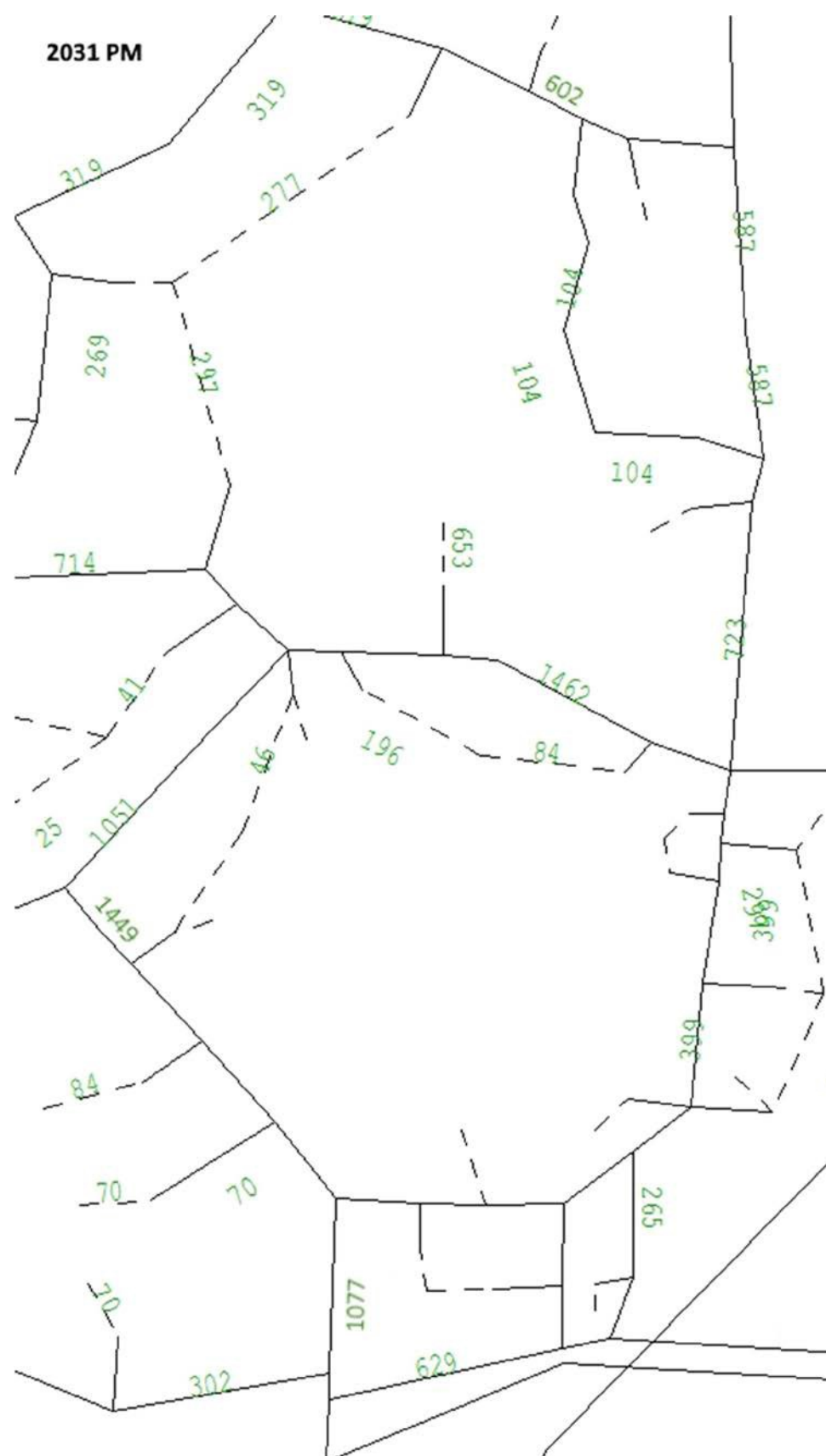


APPENDIX

D

2031 VOLUME PLOTS (2-WAY)

2031 PM



About Cardno

Cardno is a professional infrastructure and environmental services company, with expertise in the development and improvement of physical and social infrastructure for communities around the world. Cardno's team includes leading professionals who plan, design, manage and deliver sustainable projects and community programs. Cardno is an international company listed on the Australian Securities Exchange [ASX:CDD].

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ATTACHMENT F
Revised Traffic Modelling Report - Schedule of Submissions

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
1	<p>Marinus Hendrik Van Asselt & Jillian Patricia Van Asselt and Bollard Pty Ltd c/o Altus Planning 68 Canning Highway South Perth WA 6151</p> <p>Contact: Ben Laycock Senior Town Planner</p> <p>Affected property: Lots 500 and 501 Bertram Road, Wellard</p>	<p><i>First Submission – 4 September 2017</i></p> <ul style="list-style-type: none"> - Incorrect calculation of lot yield for 'Bollard Bulrush 3' at Table 2-1 – should be approximately 435 lots, not the 860 quoted. It is noted that the Oakebella LSP which is now treated as a separate precinct under the most recent traffic modelling report, has inadvertently been included as part of 'Bollard Bulrush 3' <p><i>Second Submission – 18 September 2017</i></p> <ul style="list-style-type: none"> - The lot yield emanating from Lot 680 Bertram Road should be zero, given this is an education establishment with recent additions approved coupled with the School's (<i>draft</i>) masterplan (tabled with the proposed additions at the Ordinary Council Meeting held on 26 April 2017) and the lack of a local structure plan prepared over the site indicates that it is unlikely that the land will be developed for residential purposes in the medium to long term. In this regard, it would be unequitable for the Developer Contribution Area (and more specifically 'Bollard Bulrush 3') if an indicative lot yield for Lot 680 is included as the development and associated vehicle movements are unlikely to eventuate. 	<p>Noted. Requisite change has been made in traffic modelling report.</p> <p>Noted. While this site currently contains an education establishment, Lot 680 Bertram Road (contained within the 'Bollard Bulrush 3' sub-catchment), the land is zoned Development under the City's Local Planning Scheme No.2 and, despite the lack of a current local structure plan over the lot, there is nothing prohibiting the landowner from submitting one in the future. Given the traffic modelling figures are 'locked in' for the life of the Development Contribution Plan, these need to account for future potential development eventualities.</p>
2	<p>AMS Pty Ltd 427 Riverton Drive East Shelley WA 6148</p> <p>Contact: John Bestall Director</p> <p>Affected property:</p>	<p><i>First Submission – 8 September 2017</i></p> <ul style="list-style-type: none"> - Some larger land lots appear to be given very small allocation, while other smaller land holdings have very large allocations 	<p>The disparity between allocations of proportional traffic across smaller and larger lots is due to a couple of factors – one, being lots immediately adjacent to the Bollard Bulrush Wetland and associated land within the conservation category wetland core and buffer area (which differs for each lot) and affects the</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
	Lot 661 Bertram Road, Wellard	<ul style="list-style-type: none"> - Some land lots are being allocated at higher density and other at R25? Needs to be a consistent R code rate for all vacant land, as densities will change as development proceeds - Density closer to Train Nodes should result in fewer car and more public using Rail – this appears to have been ignored - Large amounts of traffic heading on roads is through traffic and this is not being adequately allocated - road layouts will change and the larger roads will be through traffic <p><i>Second Submission – 15 September 2017</i></p> <ul style="list-style-type: none"> - Density being used is different for different areas - people can increase density or decrease density - should be all based on say R25 zoning for all land - Looks like Lot 506 has nothing attributed to it 	<p>developable area of the respective lot and two, approved local structure plans indicating lot yield across the respective lot vs no local structure plan for which the R25 (minus 30% of total site area) is applicable to the traffic modelling report.</p> <p>Where the respective lot has an approved structure plan, then the indicated lot yield applies. Where no local structure plan has been approved, then the R25 (minus 30% of total site area) is applicable. R25 is considered an average density allocation.</p> <p>Noted and not considered applicable.</p> <p>Noted. The draft traffic modelling report does account for traffic generated by development external to the catchment and this is included in the report tables.</p> <p>Where the respective lot has an approved structure plan, then the indicated lot yield applies. Where no local structure plan has been approved, then the R25 (minus 30% of total site area) is applicable. R25 is considered an average density allocation.</p> <p>Lot 506 has a Concept Plan prepared over it, as a precursor to a Local Structure Plan. Lot</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> - All lots should be more aligned to be similar, as all lots have to use a major road to get in and out - this is particularly pertinent re the large land on the other side of the train track 	<p>506 is included within its own catchment in the Traffic Modelling Report, with 120 attributed to it.</p> <p>Noted.</p>
3	<p>Development Works Pty Ltd on behalf of Ascari Developments Pty Ltd PO Box 6846 East Perth WA 6892</p> <p>Contact: Fred Ferrante</p> <p>Affected property: Lot 502 Tamblyn Place, Wellard</p>	<p><i>First Submission – 8 September 2017</i></p> <ul style="list-style-type: none"> - Table 2-1 grossly over estimates the dwelling yield for Bollard Bulrush Area 3 (BBA3) at 860 lots, whereas the correct yield is 295 lots. This error then distorts all the other modelling results thereafter. <p>The correct breakdown of yield for BBA3 should be:</p> <ul style="list-style-type: none"> * Lot 502 Tamblyn Place - 68 lots (WAPC subdivision approval granted), * Lots 500 & 501 Bertram Rd - 126 lots (as per advertised Structure Plan Feb 2017), * Lot 680 Bertram Rd (school) - Nil lots, * Lot 670 Bertram Rd - 101 lots (approved LSP Aug 2017). <p>In addition to the above error, a number of the findings of the Cardno report are incomprehensible, namely:</p> <ul style="list-style-type: none"> - That Oakebella Estate accounts for less than 1% of traffic. The Report suggests that no one living in Oakebella will use the road network west of the Peel Main Drain. How is this possible? Are these residents never travelling to Wellard Train Station, Wellard Village Shopping Centre or the Beach? 	<p>This has been corrected in the Traffic Modelling Report.</p> <p>Noted and agree, with the exception of Lot 680 for reasons noted earlier in this Schedule of Submissions.</p> <p>Despite the apparent close proximity of the developments, the model suggests different routes are used by the bulk of the development traffic for each of the developments. It must be noted that the Traffic Modelling Report has</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> - How can BBA3 account for 38% of traffic for Wellard Road South of Cavendish? This is more than Providence which abuts the road, yet Oakebella, Emerald Park & Lot 506 combined are 0.9% (but are located closer). BBA3 is the furthest area from this section of road yet somehow generates the biggest traffic. What destination exists to the south (Millar Rd) that would attract such a high demand from BBA3 and not Oakebella? - Emerald Park accounts for 12.7% of traffic on Bertram Road west of Challenger but Oakebella is only 0.2%? 55.3% assigned to BBA3 is ridiculous. - Lot 502 should form part of the Oakebella Area as the access streets in this subdivision are from Tamblyn Place and Oakebella, not Bertram Road. The traffic movement will follow the similar pattern to Oakebella. <p><i>Second Submission – 18 September 2017</i></p> <p><u>LOT 502 IDENTIFIED AS SEPARATE CATCHMENT</u></p> <p>We consider that Lot 502 should be identified as its own catchment area, consistent with the decision to isolate Emerald Park into smaller catchments and Lots 1, 2 & 10 into its own catchment.</p>	<p>been independently peer reviewed and all figures verified in this regard.</p> <p>Despite the apparent close proximity of the developments, the model suggests different routes are used by the bulk of the development traffic for each of the developments. It must be noted that the Traffic Modelling Report has been independently peer reviewed and all figures verified in this regard.</p> <p>Despite the apparent close proximity of the developments, the model suggests different routes are used by the bulk of the development traffic for each of the developments. It must be noted that the Traffic Modelling Report has been independently peer reviewed and all figures verified in this regard.</p> <p>Lot 502 is included in the aggregate BB3 area. All entry/exit points as per the applicable structure plan or concept plan have been taken into account in the traffic modelling undertaken.</p> <p>Lot 502 is included in the aggregate BB3 area. All entry/exit points as per the applicable structure plan or concept plan have been taken into account in the traffic modelling undertaken</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<p>Lot 502 has WAPC subdivision approval. The developable area, road layout and lot yield (68 lots) are known inputs and should be used to create the most accurate traffic model.</p> <p>The approved subdivision plan is attached which shows that the new access streets from Lot 502 connect to Tamblyn Place and <u>not</u> Bertram Road.</p> <p><u>TABLE 2-1 DWELLING YIELDS</u></p> <p>The dwelling yield for Bollard Bulrush Area 3 (BBA3) still incorrectly shows the yield at 445 dwellings and not 295. The correct breakdown should be:</p> <ul style="list-style-type: none"> * Lot 670 Bertram Rd = 101 lots (Approved Structure Plan) * Lot 680 Bertram Rd = 0 lots (School) * Lots 500 & 501 Bertram Rd = 126 lots (advertised Structure Plan) * Lot 502 Tamblyn Place = 68 lots (WAPC subdivision approval). <p><u>OAKEBELLA</u></p> <p>Can Cardno please confirm that they have used the approved Oakebella Structure Plan design (attached) in their model?</p> <p>It is difficult to comprehend that a 415 lot subdivision can only contribute 0.1% to 0.3% of all traffic volumes.</p> <p>Figure 2-2 and Appendix C & D shows limited data from Oakebella. Is this correct?</p> <p>Oakebella traffic would flow to Johnson Rd and Bertram Rd (via Tamblyn Place). The flow of traffic onto Johnson Rd would be similar to Emerald Park (pattern not volume). Oakebella is nearly</p>	<p>Noted and partially agree – where applicable, the figures have been revised in the Traffic Modelling Report.</p> <p>Yes, can confirm the approved Oakebella Structure Plan was forwarded to Cardno for use in the model.</p> <p>Despite the apparent close proximity of the developments, the model suggests different routes are used by the bulk of the development traffic for each of the developments. It must be noted that the Traffic Modelling Report has</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<p>half the size of Emerald Park, therefore we would have expected Oakebella percentages to be approximately half of Emerald Park, say 1.4% (Table 3-4), 1.6% (Table 3-8) and 3.5% (Table 3-12)?</p> <p><u>TABLE 3-8 BBA3</u></p> <p>We remain confused as to the reasons why BBA3 has the equal highest percentage of contributing traffic to the section of Wellard Road South of Cavendish Boulevard?</p> <p>Why is BBA3 so high yet Oakebella, Emerald Park & Lot 506 combined accounts for less (4.2%) when these estates have a significantly higher population with 1,453 dwellings? They connect to Wellard Road via Johnson Rd, Irasburg Parade and Cavendish Boulevard.</p> <ul style="list-style-type: none"> - Have these results been checked for accuracy? 	<p>been independently peer reviewed and all figures verified in this regard.</p> <p>Most of the southbound traffic from Emerald Park and Oakebella uses Millar Road instead of Cavendish Boulevard. Note: Cavendish Boulevard is coded as a local street which has lower capacity and lower speed, which makes it less attractive for external traffic.</p> <p>Yes, an independent peer review was undertaken of the draft traffic modelling report (including the model and basis for figures) and found no 'fatal' flaws in the model. Some minor changes were recommended however and these have been incorporated into the updated draft traffic modelling report.</p>
4.	<p>Wellard Residential Pty Ltd c/o Eastcourt Property Group 756 Canning Highway Applecross WA 6153</p> <p>Contact: Sam Gill</p> <p>Affected property: Providence Estate and Lot 506 Johnson Road, Wellard</p>	<p><i>First Submission – 6 September 2017</i></p> <ul style="list-style-type: none"> - What assumptions have been made within the Saturn model; <ul style="list-style-type: none"> o How many trips per household per day o What are the employment nodes o School and playing field trips o Shopping trips o Internal movements - The Saturn model does not appear to correspond with the approved and draft structure/concept plans in the area. A few examples are: 	<p>From Main Roads WA ROM24 data supplied, approximately 0.63 trips / hour for both AM and PM peak hour periods. Unfortunately 2031 employment and enrolment data cannot be supplied due to signed DLA with State Government (MRWA).</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> ○ location of Lots 1, 2 & 10 appear to be on the wrong side of Johnson Road or Johnson Road is on the wrong alignment ○ Parmelia LSP southern exits have not been shown ○ Bollard Bulrush 3 appears to have roads in the wetland ○ Approved structure plan for Bollard Bulrush 2 shows internal road connections with Bollard Bulrush 1 ○ The north south link through Lot 506 and Oakabella has not been shown ○ Providence northern exit onto Wellard Road has not been shown ○ Homestead Ridge only has 2 exits onto Wellard Road <ul style="list-style-type: none"> - Incorrect figure within report page 12, Bertram road ranges from 19,637 to 19,925 vpd not 15,000 to 16,000 vpd - Incorrect figure within report page 6, Wellard Road north road range is 16,830 to 18,925 vpd not 15,000 to 17,000 vpd - No reference to volumes on Wellard Road south, these are 11,875 to 10,760 vpd which appear low when compared to Wellard Road north. Where does the traffic go <p><i>Second Submission – 8 September 2017</i></p>	<p>Noted and amended as necessary or subject of further discussions with landowner developer.</p> <p>References to daily traffic volumes removed from updated draft traffic modelling report to avoid confusion.</p> <p>References to daily traffic volumes removed from updated draft traffic modelling report to avoid confusion.</p> <p>References to daily traffic volumes removed from updated draft traffic modelling report to avoid confusion.</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<p>Concerned that the vehicle movements within the catchment area is overstated, whilst the traffic generated outside of the catchment area is being understated on both Wellard Road and Bertram Road within the Cardno model. To help us understand what is happening within the model and to finalise our comments on the report, can you please provide the following:</p> <ol style="list-style-type: none"> 1. Key assumptions of the model, being trips per day, employment nodes, school & shop trips, etc 2. Copies of all approved structure plans / concept plans used to inform the Saturn Model 3. Explanation on why the current road network has not been replicated from a layout and spatial perspective within the Saturn model 4. Why interconnections between zones has not occurred, where it appears to be needed to fairly allocate volumes 	<p>From Main Roads WA ROM24 data supplied, approximately 0.63 trips / hour for both AM and PM peak hour periods. Unfortunately 2031 employment and enrolment data cannot be supplied due to signed DLA with State Government (MRWA).</p> <p>All approved structure plans and concept plans were provided to Cardno to be taken into account in traffic modelling report and approved structure plans are publicly available on the City's website.</p> <p>Local roads are typically not included in mesoscopic traffic models as they do not provide much useful capacity and would substantially increase the traffic data requirements for the model calibration. Some additional local roads (including inter-zonal connectivity) were included in the model following discussions with City as documented in the updated draft traffic modelling report.</p> <p>Following comments on initial submission, interconnectivity was to some degree allowed for between BB1 and BB2. Internal roads are</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<p>on Wellard Road and Bertram Road, such as Bollard Bulrush 1 and Bollard Bulrush 2</p> <p>From an interim comment perspective, our main issue relates to the overstatement of traffic from Providence on Wellard Road north & south, which can be demonstrated by:</p> <p><i>Providence 780 lots @ 0.63 trips per day as per ROM model assumption = 491 peak movements</i> <i>Assume 51% vehicles from Providence use Wellard Road as per LSP = 307 peak movements</i></p> <p><i>Cardno model - total Wellard Road north & south = 557 AM peak and 463 PM peak movements</i></p> <p>This results in a massive overstatement of 250 peak movements on Wellard Road, as the model appears to ignore vehicles exiting Providence via Millar Road and Johnson Road.</p> <p>The same analysis can be undertaken for Homestead Ridge which demonstrates the peak movements onto Wellard Road are also excessive.</p> <p><i>Third Submission – 18 September 2017</i></p> <p>We have reviewed the Cardno - Kwinana DCP Modelling – Traffic Modelling Apportionment, 14 September 2017 and unfortunately cannot support the report until Cardno or the City of Kwinana provide all the information required and our questions answered.</p>	<p>typically not modelled in mesoscopic models unless they provide a strategic connection between higher-order roads.</p> <p>Unsure on basis for these numbers – the updated draft traffic modelling report shows 264 vph from Providence on Wellard Road north & south in the AM peak hour and 349 vph in the PM peak hour, based on the same 0.63 trips per hour (MRWA ROM24 data).</p> <p>Noted.</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<p>The report is a significant improvement over the August 2017 report which included a number of typos and errors within the traffic model, for example the wrong traffic generator was used for Providence and as such vehicle movements were substantially overstated.</p> <p>Our questions and further information that is required to finalise our comments on the Cardno Kwinana DCP Modelling – Traffic Modelling Apportionment 14 September 2017, are;</p> <ul style="list-style-type: none"> - Key assumptions of the model, being trips per peak period (0.63 peak trips per household?), employment nodes, school & shop trips etc should be included. - Copies of all the approved structure plans / concept plans used to inform the Saturn Model should be included. - Explanation on why the real road network has not been replicated from a layout and spatial perspective within the Saturn model. 	<p>From Main Roads WA ROM24 data supplied, approximately 0.63 trips / hour for both AM and PM peak hour periods. Unfortunately 2031 employment and enrolment data cannot be supplied due to signed DLA with State Government (MRWA).</p> <p>All approved structure plans and concept plans were provided to Cardno to be taken into account in traffic modelling report and approved structure plans are publicly available on the City's website.</p> <p>Local roads are typically not included in mesoscopic traffic models as they do not provide much useful capacity and would substantially increase the traffic data requirements for the model calibration. Some additional local roads (including inter-zonal connectivity) were included in the model following discussions with City as documented in the updated draft traffic modelling report.</p> <p>Existing intersection forms, except for proposed development access locations which were</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> - What assumptions have been made around the intersection types, i.e. lights, roundabout, uncontrolled and controlled. - Where on Wellard Road south has the peak volume been determined, this location needs to ensure the vehicles exiting Leda Boulevard heading south are picked up within the model. - Appendix D - AM and PM Peak plans are different scale and don't include the same information to allow them to be cross referenced. - Appendix D - incorrectly shows the AM and PM peak volumes for Wellard Road north and south. Wellard Road north in the AM shows 1,588 in the appendix and the report indicated 1,617. Wellard Road north in the PM shows 1,398 in the appendix and the report indicates 1,1449. - Appendix C shows Wellard Road as a "collector road" and the MRWA's model indicates it as a "local road". This road hierarchy is contrary to all other planning for this road to date, which assumes it is an extension of Baldivis Road and functioning as a regional road (most likely Distributor B). I believe the MRWA's model shows grade separation between Baldivis Road over Millar Road & rail and then linking into Wellard Road. 	<p>coded as per plans provided to Cardno by the City.</p> <p>The location for the SLA was between Cavendish Boulevard and Leda Boulevard. If the section to the south of Leda Boulevard was used as an SLA location, then northbound vehicles exiting Leda Boulevard would not have been accounted for.</p> <p>The plots allow for cross-reference to the summary tables (i.e. Table 3-1, 3-5 and 3-9)</p> <p>Wellard Road North SLA location is between Bertram Road and BB1 access. Traffic volume 1588 vph relevant to this figure indicates traffic volume between BB1 access and Silversmith. Similarly, Wellard Road North PM 1,398 in the appendix indicates the traffic volume between BB1 access and Silversmith Street.</p> <p>Wellard Road is currently classified as a Local Distributor Road. Advice provided by the City to Cardno suggested Wellard Road to remain in its existing form and with existing posted speed for foreseeable future.</p> <p>References to daily traffic volumes removed from updated draft traffic modelling report to avoid confusion.</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> - Previously the report referenced back to ROM data vpd, which has now been excluded. Explanation needs to be provided on why the Cardno report does not achieve the vpd as indicated by MRWA's ROM, for example: <ul style="list-style-type: none"> ▪ Wellard Road north ranges between 14,490 to 20,212 vpd compared to MRWA's ROM 25,000 vpd ▪ Wellard Road south ranges between 10,730 to 17,525 vpd compared to MRWA's ROM 25,000 vpd ▪ Bertram Road ranges between 10,300 to 11,962 vpd compared to MRWA's ROM 18,800 vpd - Homestead Ridge AM Peak movements on Wellard Road south is 106 movements, whereas the PM Peak movement is 6. This variance does not appear to be accurate, where are the vehicles going. - Providences PM Peak movements on Wellard Road (total of north & south) appear excessive, as detailed below: <ul style="list-style-type: none"> ▪ AM Peak – 264 total = 53% of Providence movements ▪ PM Peak – 349 total = 71 % of Providence movements ▪ Providence Structure Plan assumed 51% of movements on Wellard Road - Providence is nearly the only Development within the model to have a larger AM Peak on Wellard Road south when compared to the PM Peak. Traffic for Providence increases 56% in the PM, whilst all other Developments (except one) decrease substantially. - It is surprising no vehicles from Parmelia LSP use Bertram Road, is this related to the fact the Saturn model does not appear to spatially locate the intersections on Challenger Avenue and Gilmore Avenue correctly, hence the model 	<p>Following the disaggregation of the Homestead Ridge zone, the PM model sees most of the Homestead Ridge traffic use Homestead Drive or Leda Boulevard and therefore doesn't use Wellard Road.</p> <p>The AM and PM distribution is not necessarily similar as people use different routes at different times of day.</p> <p>The model results suggest that most traffic associated with the development such as Emerald Park North/Central/ South use Miller Road via Johnson Road.</p> <p>Due to the inter-connectivity allowed for in the Parmelia LSP zone, traffic from this zone to the Freeway utilises Challenger Avenue (i.e. not the section of Bertram Road between Wellard Road and Challenger Avenue), while traffic going south utilises Wellard Road.</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		assumes Challenger Avenue is the fastest way to the freeway, as opposed to a few vehicles accessing via Gilmore Avenue and then Bertram Road.	
5.	<p>Cedar Woods Wellard Ltd Ground Floor, 50 Colin Street West Perth WA 6005</p> <p>Contacts: Callum Hart Assistant Development Manager</p> <p>Rachel Chapman Director, TBB</p> <p>Affected Property: Emerald Park Estate</p>	<p><i>First Submission – 7 September 2017</i></p> <p>From our point of view, the following main issues will need to be addressed in the workshop this afternoon;</p> <ul style="list-style-type: none"> - The City of Kwinana's undertaking to be responsible for the contribution for the proportion of 'traffic not being generated by developments within catchment area.' - The summary 'combined AM and PM peak hour' tables need to also include the proportion of traffic not generated by developments within the area. Currently the developers proportional traffic percentage is only being calculated on roughly half the total combined vehicles. - Furthermore, the development yield for Emerald Park is overstated as it includes the Nursery Site and Wellard Estate which should be identified as separate catchments. In this regard, Emerald Park's total lot yield is 663, not 798, and will need to be adjusted in the tables, accordingly. <p><i>Second Submission – 19 September 2017</i></p> <ul style="list-style-type: none"> - Emerald Park's yield is still incorrect. This should be 663 not 705. The nursery site lot yield is listed correctly on Pg2 however it seems they haven't deducted it from Emerald Park's lot yield. The model could in fact be run on the correct numbers however we should raise this. The depiction of the site on Pg3 is incorrect it should be as the attached screenshot. 	<p>Noted and can confirm.</p> <p>Noted. This has been revised in the Traffic Modelling Report.</p> <p>Noted. This has been revised in the Traffic Modelling Report.</p> <p>Noted and agree. This was a typographical error and will be revised. It must be noted that the traffic modelling did account for the correct lot yield.</p> <p>Noted.</p>

	Submitter and property affected by amendment (where applicable)	Summary of Submission	City response
		<ul style="list-style-type: none"> - Addition errors in the tables - these are minor however would be good to correct them to ensure incorrect numbers aren't adopted. 	
6.	<p>Rowe Group Level 3, 369 Newcastle Street Northbridge WA 6003</p> <p>Contact: Reyne Dial Planner</p> <p>Affected Property: Lots 670 and 1338 Bertram Road, Wellard</p>	<p><i>Submission - 21 September 2017</i></p> <ul style="list-style-type: none"> - The re-apportioned traffic volumes, as well as the inclusion of external traffic volumes, represent a more equitable outcome for the Client's landholdings (Lots 670 and 1338 Bertram Road, Wellard), which previously appeared to be apportioned with high and unbalance volumes of traffic. - Also support the re-apportioned costs and more equitable inclusion of additional lots within the catchment of Item M – Culvert and Road Crossing over the Peel Main Drain linking Lots 661 and 670 Bertram Road. 	Noted.

15.4 Adoption of Local Planning Policy No.10: Commercial Vehicle Parking

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

This report presents a draft Local Planning Policy under the City's Local Planning Scheme No.2 (LPS2) that will provide guidance to landowners and City of Kwinana Officers on the requirements, standards and the process for obtaining planning approval for Commercial Vehicle Parking within the City.

In December 2016, Council considered and approved Scheme Amendment 151 to LPS2 to introduce Commercial Vehicle Parking provisions and a supporting definition to assist in the City's consideration of commercial vehicle parking within the City having regard to amenity impacts. Following some changes requested by the Minister for Planning, Scheme Amendment 151 was published in the government gazette on 15 September 2017.

As part of Council's consideration to adopt Scheme Amendment 151, the resolution included the adoption for advertising of draft Local Planning Policy No.10: Commercial Vehicle Parking (LPP10). City Officers advertised a draft LPP10 in September 2017 following the gazettal of Scheme Amendment 151, with no submissions being received.

Draft LPP10 (Refer to Attachment A) specifies the requirements and outlines the approval process for commercial vehicle parking to be considered within the City.

OFFICER RECOMMENDATION:

That Council:-

1. Adopt LPP10 (Attachment A) without modification;
2. Publish notice of the adoption of LPP10 in a newspaper circulating in the Scheme area.

DISCUSSION:

In December 2016, Council considered and approved Scheme Amendment 151 to LPS2 to introduce Commercial Vehicle Parking provisions and a supporting definition to assist in the City's consideration of commercial vehicle parking within the City.

Following the Council's approval, the City was notified in May 2017 that the Minister for Planning required modifications to the amendment. Council subsequently considered and approved the Minister's modifications to the amendment at its Ordinary Meeting held on 12 July 2017. The amendment was approved by the Minister for Planning on 15 August 2017 and was published in the Government Gazette on 15 September 2017.

15.4 ADOPTION OF LOCAL PLANNING POLICY NO.10: COMMERCIAL VEHICLE PARKING

As part of Council's consideration to adopt Scheme Amendment 151, Council also adopted for advertising, draft Local Planning Policy No.10 Commercial Vehicle Parking (LPP10). City Officers advertised draft LPP10 in September 2017 following the gazettal of Scheme Amendment 151, with no submissions being received.

Draft LPP10 (Refer Attachment A) follows on from Scheme Amendment 151 and outlines the process and requirements to obtain planning approval for the parking of commercial vehicles within the City.

The purpose of the LPP10 is:-

- To provide a balance between amenity considerations and the needs of commercial vehicle drivers to park their vehicles at their place of residence;
- To provide a set of criteria for the assessment of commercial vehicle parking to ensure the character of the locality is maintained; and
- To ensure that commercial vehicles are accommodated in such a way as to minimise their impact on adjacent properties.

All proposals for commercial vehicle parking require the planning approval of the City prior to the commencement of parking on the property. Parking of commercial vehicles on properties less than 500m² is not permitted in any zone. The parking of commercial vehicles in industrial or commercial zones will not require a separate planning approval and will be considered as part of development applications for the use of the land.

In regards to the planning approval issued for the parking of commercial vehicles, the approval will be specific to the person and vehicle subject of the application only. This means that an approval to park a commercial vehicle on a property is not able to be transferred if a property is sold, and the approval does not continue with the land. In this regard, the intent is to only approve the parking of a specific commercial vehicle on a property. If a landowner/occupier changes or replaces a commercial vehicle then they will need to re-apply for, or amend, their planning approval to enable the parking of a different vehicle.

The table below is taken from LPP10 and outlines the commercial vehicle parking criteria applicable to the various zones within the City.

Zone	Lot Size	Maximum number of motorised Commercial Vehicles	Maximum number of non-motorised Commercial Vehicles
<i>All zones</i>	<i>Lot size of 500m² or less</i>	<i>No commercial vehicles are permitted.</i>	<i>No non-motorised commercial vehicles are permitted.</i>
<i>Residential Special Residential</i>	<i>Lot size of greater than 500m²</i>	<i>One rigid (non-articulated) vehicle not exceeding 7m in length and 2.4m in height. No prime mover will be permitted to be parked on any lot.</i>	<i>One non-motorised commercial vehicle but not a trailer which exceeds 7 metres in length.</i>

15.4 ADOPTION OF LOCAL PLANNING POLICY NO.10: COMMERCIAL VEHICLE PARKING

<i>Special Rural Rural Water Resource Rural A Rural B</i>	<i>Lot size of greater than 500m²</i>	<i>One rigid (non- articulated) commercial vehicle or one prime mover. Commercial vehicle with a Gross Vehicle Mass (GVM) in excess of 42 tonnes is prohibited.</i>	<i>One trailer exceeding 7 metres in length or one other non-motorised commercial vehicle.</i>
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Draft LPP10 was advertised in October 2017 with no submissions being received, as such the policy is recommended for approval without modification.

LEGAL/POLICY IMPLICATIONS:

*Local Planning Scheme No.2
Planning and Development (Local Planning Schemes) Regulations, 2015.*

FINANCIAL/BUDGET IMPLICATIONS:

There will be a small cost associated with the publication of the adoption of the Policy within a local newspaper. This cost can be accommodated within the existing Planning Department advertising budget.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications as a result of this report or resolution.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications as a result of this report or resolution.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	Introduce commercial vehicle parking restrictions throughout the City to control parking.	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity.

15.4 ADOPTION OF LOCAL PLANNING POLICY NO.10: COMMERCIAL VEHICLE PARKING**COMMUNITY ENGAGEMENT:**

A requirement of the *Planning and Development (Local Planning Schemes) Regulations, 2015*, is that local planning policies are advertised for a minimum of 21 days in a paper circulating the Scheme area. In this regard, the draft LPP10 was advertised from 6 October 2017 until 27 October 2017 in the Weekend Courier. No submissions on the policy were received.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Failure to control commercial vehicle parking within the City.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Reputation Compliance Property
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Likely
Rating (before treatment)	High
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Adoption of the proposed LPP10 will provide a framework and process for assessing commercial vehicle parking proposals within the City.
Rating (after treatment)	Moderate

COUNCIL DECISION

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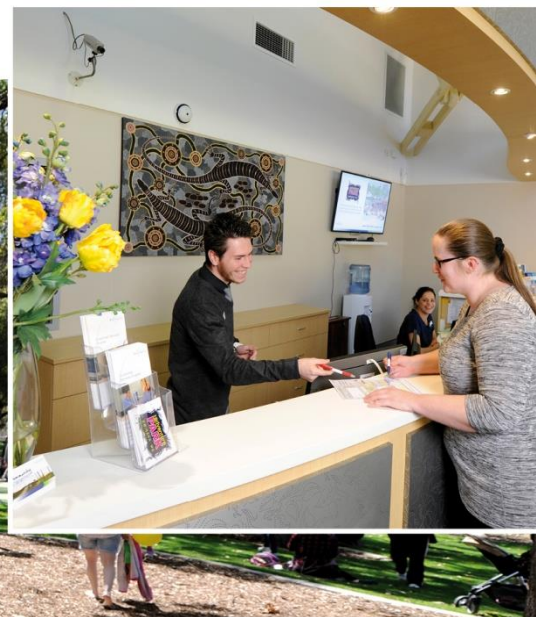
MOVED CR M KEARNEY**SECONDED CR D WOOD****That Council:-**

- 1. Adopt LPP10 (Attachment A) without modification;**
- 2. Publish notice of the adoption of LPP10 in a newspaper circulating in the Scheme area.**

CARRIED
7/0

Local Planning Policy No.10

Commercial Vehicle Parking



LOCAL PLANNING POLICY NO.10 COMMERCIAL VEHICLE PARKING

1. Background

The intention of this Policy is to provide guidance to Council and the community on the parking of commercial vehicles on properties within the district of the City of Kwinana.

2. Purpose

- To provide a balance between amenity considerations and the needs of commercial vehicle drivers to park their vehicles at their place of residence;
- To provide a set of criteria for the assessment of commercial vehicle parking to ensure the character of the locality is maintained; and
- To ensure that commercial vehicles are accommodated in such a way as to minimise their impact on adjacent properties.

3. Definitions

“Commercial vehicle” means :- *a vehicle, whether licenced or not, that has a gross vehicle mass of greater than 4.5 tonnes and/or which is greater than 7 metres in length and 2.4 metres in height, including –*

- (a) *a utility, van, truck, tractor, bus or earthmoving equipment; and*
- (b) *a vehicle that is, or is designed to be an attachment to a vehicle referred to in paragraph (a);*

“Rigid (non-articulated) Vehicle” means:- *a truck where the axles are fixed to the frame, separate from a trailer and does not include a prime mover / semi-trailer combination.*

“Non-Motorised Commercial Vehicle” means:- *a vehicle which is intended or designed to be an attachment to a commercial vehicle which is not capable of self-propulsion.*

4. Policy Statement

All proposals for commercial vehicle parking require the planning approval of the City prior to the commencement of parking on the property. Applicants need to clearly demonstrate that their proposal meets all of the objectives and requirements of this policy and the Local Planning Scheme.

A planning approval granted in respect to commercial vehicle parking will be personal to the person to whom it is granted, and is not transferable to any other person or vehicle/s, and will not run with the land in respect of which it is granted.

4.1 Accompanying information for planning application

An application for planning approval shall be submitted with the following information.

- a) Completed planning application form (including landowner consent);

- b) Payment of the required fee;
- c) A scaled site plan showing lot boundaries, building envelope (where applicable), dwelling, driveway, proposed parking location, and intended vehicle screening measures;
- d) Photographs of the front, side and rear of the vehicle/s to be parked on the property;
- e) Vehicle details (type, make, height, length) and vehicle registration.

4.2 Acceptable development provisions

4.2.1 An approval may only be granted where an occupier of the lot upon which the commercial vehicle(s) is to be parked is also:

- a) the owner of the commercial vehicle(s); or
- b) the driver of the commercial vehicle(s); or
- c) the proprietor of a business which owns or operates every commercial vehicle which is to be parked or garaged on the lot.

4.2.2 The maximum number of commercial vehicles which may be approved within a particular zone is set out in Table 1 below:

Table 1- Commercial Vehicle Parking Criteria

Zone	Lot Size	Maximum number of motorised Commercial Vehicles	Maximum number of non-motorised Commercial Vehicles
<i>All zones</i>	<i>Lot size of 500m² or less</i>	<i>No commercial vehicles are permitted.</i>	<i>No non-motorised commercial vehicles are permitted.</i>
<i>Residential Special Residential</i>	<i>Lot size of greater than 500m²</i>	<i>1. One rigid (non-articulated) vehicle not exceeding 7m in length and 2.4m in height.</i> <i>2. No prime mover will be permitted to be parked on any lot.</i>	<i>One non-motorised commercial vehicle but not a trailer which exceeds 7 metres in length.</i>
<i>Special Rural Rural Water Resource Rural A Rural B</i>	<i>Lot size of greater than 500m²</i>	<i>1. One rigid (non-articulated) commercial vehicle or one prime mover.</i> <i>2. Commercial vehicle with a Gross Vehicle Mass (GVM) in excess of 42 tonnes is prohibited.</i>	<i>One trailer exceeding 7 metres in length or one other non-motorised commercial vehicle.</i>

4.2.3 For lot sizes greater than 500m², Council may vary the 'Maximum number of motorised Commercial Vehicles' as stipulated in Column 3 of Table 1 by a maximum of one additional motorised commercial vehicle provided –

- i) the applicant satisfies each of the criteria outlined within clause 4.2.1 above;

- ii) the additional commercial vehicle will be sufficiently screened from view of the surrounding streets and the adjacent properties; and
- iii) the additional commercial vehicle will not detrimentally impact on the character, safety or amenity of the surrounding locality.

4.2.4 For lot sizes greater than 500m², Council may vary the 'Maximum number of non-motorised Commercial Vehicles', as stipulated in Column 4 of Table 1 provided the additional trailer(s) or other attachments:

- i) will only be used in conjunction with the motorised commercial vehicle(s) permitted to be parked on the subject lot pursuant to this Clause 4.2.2;
- ii) will be sufficiently screened from view of the surrounding streets and adjacent properties; and
- iii) will not detrimentally impact on the character of the surrounding locality.

4.2.5 The commercial vehicle is to be parked entirely on the subject lot or on the approved driveway, not causing any obstruction on a public thoroughfare and is to be located on a hardstand area or alternatively parked within a garage / outbuilding.

In the case of special residential, special rural and rural water resource lots, the vehicle is to be parked wholly within the approved building envelope. If there is no approved building envelope, the vehicle should be located in an area that is suitably screened from the street and adjoining neighbours to the satisfaction of the City.

4.2.6 All noise from the vehicle/s is to comply with the Environmental Protection (Noise) Regulations 1997.

4.2.7 There is to be no transfer of goods from one vehicle to another vehicle, unloading or loading of the vehicle, or storage of goods or equipment associated with the use of the vehicle.

4.2.8 Where the crossover is unsealed or does not meet the City's engineering standards, the City will require it to be upgraded to a sealed standard so as to protect the road pavement surface, limit the impact of dust nuisance and to limit materials being carried onto the adjoining road surface.

4.2.9 The City may revoke the approval where, upon investigation, it is satisfied that:

- (a) Any of the terms or conditions of approval are not being complied with; or
- (b) The commercial vehicle parking is causing a nuisance or annoyance to residents in the neighbourhood; and
- (c) The source of the nuisance or annoyance has not been rectified within 7 days of the City's written request.

5. References

Name of Policy	Local Planning Policy No.10 – Commercial Vehicle Parking
Date of Adoption and resolution No	XXXX
Review dates and resolution No #	XXXX
Legal Authority	Division 2 – Local Planning Policies of Part 2 – Deemed provisions for local planning schemes of Planning and Development (Local Planning Schemes) Regulations 2015
Directorate	City Regulation
Department	Statutory Planning Department
Related documents	Acts/Regulations City of Kwinana Local Planning Scheme No.2

15.5 Proposed Hazardous Industry - Mercury Recovery Plant – Lot 101 Donaldson Road, Kwinana Beach

DECLARATION OF INTEREST:

Mayor Carol Adams declared a financial interest in item 15.5, Proposed Hazardous Industry - Mercury Recovery Plant – Lot 101 Donaldson Road, Kwinana Beach due to the proponent being a member organisation of her husband's employer, Kwinana Industries Council.

Mayor Carol Adams exited the Council Chambers at 7:53pm.

COUNCIL DECISION

148

MOVED CR W COOPER

SECONDED CR S MILLS

That Councillor Dennis Wood take the position as the Presiding Member in the absence of the Mayor and Deputy Mayor.

**CARRIED
6/0**

SUMMARY:

An application has been received for Planning Approval for a Hazardous Industry – Mercury Treatment Facility on Lot 101 Donaldson Road, Kwinana Beach (Refer Attachments A - L). The application proposes to construct a new mercury treatment plant which will process, treat and recycle mercury contaminated wastes generated from the Liquefied Natural Gas (LNG) industry.

The development consists of the following elements:

- A four storey process building, single storey warehouse and administration area in one consolidated building;
- Container storage area;
- Pallet Shelter building; and
- Car parking, access ways and landscaping areas.

The development is proposed over a 5000m² lease area of Lot 101 Donaldson Road, and is located on the corner of Burton Place and Donaldson Road (see Attachments A). The facility will comprise of a four storey process building, a single level administrative and warehouse building plus covered outside storage areas (Refer Attachments B - K).

The proposed facility will receive approximately one truck load of waste material per week and will process, treat and recycle mercury contaminated waste materials to extract the mercury content through a distillation process. The incoming wastes will comprise sludges, catalysts and filters with a mercury content ranging from 0.5% to 1.5% by mass. These wastes will be transported to the site by a contractor licenced for both controlled waste and dangerous goods transport. The waste/s will be packaged in accordance with dangerous goods transportation requirements prior to leaving the site where they were generated.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

The proponent has advised that the incoming wastes will be analysed for metal content, including the concentration of mercury, via the onsite laboratory. Depending on the condition of the wastes, pre-processing may be required. The pre-processing is undertaken in the preparation area located on the ground floor level of the process building. The process involves loading the waste material into retorts, and then heating it using an electrical heating system. The mercury is then boiled off and the vapours are then condensed which removes the mercury content.

The proposed development was assessed by the Department of Water and Environmental Regulation (DWER) and is subject to compliance with Works Approval conditions and Licence conditions. The proposal was also advertised to surrounding landowners for a period of 21 days during which time seven submissions on the proposal were received, however, no submissions of objection were received.

The development complies with the setback and development requirements of Local Planning Scheme No.2 (LPS2) and is recommended for approval subject to conditions and advice.

OFFICER RECOMMENDATION:

That Council approve the proposed Hazardous Industry – Mercury Treatment Facility on Lot 101 Donaldson Road, Kwinana Beach and associated infrastructure in accordance with the submitted plans and details subject to the following conditions and advice notes to the applicant:

Conditions:

1. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect.
2. Landscaping areas, vehicle parking spaces and accessways, and all other items and details as shown on the approved development plans shall be installed prior to occupying the proposed development and maintained thereafter to the satisfaction of the City of Kwinana.
3. A minimum of 231.5m² square metres (5%) of the subject site is to be landscaped prior to the occupation of the development and maintained to a high standard thereafter to the satisfaction of the City of Kwinana.
4. A detailed Landscaping Plan which outlines the proposed species and densities of plants to be used at the time of planting together with the anticipated height of each plant at maturity, spacing of each species and location of existing vegetation, the use of mature/advanced species between the proposed security fence and the road boundary/verge, and the proposed reticulation layout is required to be submitted to the City of Kwinana for approval prior to lodgement of a building permit. The landscaping plan shall be implemented to the satisfaction of the City within 60 days of the practical completion of construction.
5. The provision of a minimum of nine parking bays in accordance with Australian Standard AS2890, to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained prior to occupation to the satisfaction of the City of Kwinana.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

6. All vehicle parking to be accommodated within the boundaries of the subject lot.
7. Vehicle crossovers shall be constructed to the specifications and satisfaction of the City of Kwinana.
8. All trafficable and vehicle parking areas are to be sealed and drained as per the City of Kwinana 'Trafficable Areas' Specifications to the satisfaction of the City of Kwinana.
9. All non-trafficable and lay-down areas as shown on the development plans within the subject lot being sealed and drained to comply with the City of Kwinana non-trafficable and lay-down area specifications.
10. Stormwater drainage from roofed and paved areas being disposed of on-site or as may otherwise be approved under Environmental Protection Authority (EPA) Licence conditions or approved Stormwater Management Plan.
11. On site effluent disposal systems shall be nutrient retentive to comply with the *Health Act 1911* and Cockburn Sound Management Council requirements. Use of conventional septic systems is not permitted.
12. The development shall be connected to an adequate potable water supply in accordance with the standards required by the National Health and Medical Research Council Australian Drinking Water Guidelines, 2004.
13. Storage of chemicals and liquids shall be within bunded impervious areas capable of containing any spillages.
14. The applicant shall implement dust control measures for the duration of the Site and Construction Works and for the ongoing operation of site to the satisfaction of the City of Kwinana.
15. All cooling systems used in the plant which utilise evaporative water handling systems shall be registered with the City of Kwinana under the provisions of the *Health (Air and Water Handling Systems) Regulations*.
16. All contaminated waste must be disposed of appropriately at an approved Department of Water and Environmental Regulation approved facility.
17. All proposed boundary fencing shall be constructed to a minimum standard of black coated PVC chainmesh to the satisfaction of the City of Kwinana.
18. The proponent shall make a contribution equivalent to 1% of the value of the development to the City of Kwinana in accordance with Local Planning Policy 5 – Development Contribution Towards Public Art, to the satisfaction of the City of Kwinana.
19. Prior to the submission of a building permit the proponent shall submit, for approval, an acoustic assessment for the development prepared by a suitably qualified acoustic consultant demonstrating compliance with the *Environmental Protection (Noise) Regulations 1997* to the satisfaction of the City of Kwinana.
20. The principal frontage of the administration building being re-designed to incorporate brick, stone or masonry construction in accordance with the provisions of Local Planning Scheme No.2 to the satisfaction of the City of Kwinana. Amended elevation plans shall be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application.
21. A Construction Management Plan to be prepared prior to construction commencing at the site which will address all aspects of construction of the plant including traffic management and any other potential off-site impacts. The Construction Management Plan shall be prepared to the satisfaction of the City of Kwinana and be implemented in accordance with the adopted plans recommendations.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH**Advice Notes:**

1. The applicant is advised that all future development must be submitted to the City of Kwinana prior to the commencement of works or alteration of land use.
2. Should the applicant be aggrieved by the decision or any condition imposed, then a right of review should be lodged with the State Administrative Tribunal within 28 days of the date of this decision.
3. The applicant is further advised that this is not a building permit to enable construction to commence. A building permit is a separate City of Kwinana requirement and construction cannot be commenced until a building permit is obtained.
4. The applicant should ensure the proposed development complies with all other relevant legislation, including but not limited to, the *Environmental Protection Act 1986 and Regulations*, *Health Act 1911 and Regulations*, *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, WA Government Sewerage Policy and Cockburn Catchment Sound Policy*, *Dangerous Goods Safety Act 2004*, *Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007*, *Contaminated Sites Act 2003* and the *National Construction Code*.
5. The applicant is advised to liaise with the Kwinana Industries Council (KIC) to include the noise emissions from the development into the KIC cumulative noise model.
6. The applicant must submit Dial Before You Dig notifications prior to any earthworks commencing for the development.
7. The applicant is advised that the western boundary of the Dampier – Bunbury Natural Gas Pipeline (DBNGP) corridor is to be surveyed and protected through the placement of temporary bunting prior to any earthworks/site clearing works being commenced. The bunting is to extend along the corridor boundary to prevent earthworks/activity from encroaching into the corridor. A DBP Third Party Works officer will attend site to inspect the fence prior to any earthworks/site clearing works commencing.
8. If the applicant is planning or undertaking any physical works on property containing or proximate to an APA pipeline, or are seeking details on the physical location of a pipelines, please contact Dial Before you Dig on 1100, or APA directly on APApotection@apa.com.au.
9. The applicant is advised, should the use of the subject site change in the future, the City will require car parking to be provided on site in accordance with the requirements of Local Planning Scheme No.2.

DISCUSSION:Land Status

Metropolitan Region Scheme: Industrial

Local Planning Scheme No. 2: General Industry

Proposal Description

The applicant is proposing to develop a new Mercury Treatment Facility on Lot 101 Donaldson Road, Kwinana Beach (Refer Attachments A - L). The proposed plant will process, treat and recycle mercury contaminated wastes generated from the Liquefied Natural Gas (LNG) industry.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

The development consists of the following elements:

- A four storey process building, single storey warehouse and administration area in one consolidated building;
- Container storage area;
- Pallet Shelter building; and
- Car parking, access ways and landscaping areas.

The proposed facility will receive approximately one truck load of waste material per week and will process, treat and recycle mercury contaminated waste materials to extract the mercury content through a distillation process. The incoming wastes will comprise sludges, catalysts and filters with a mercury content ranging from 0.5% to 1.5% by mass. These wastes will be transported to the site by a contractor licenced for both controlled waste and dangerous goods transport. The waste/s will be packaged in accordance with dangerous goods transportation requirements prior to leaving the site where they were generated.

The proponent has advised that the incoming wastes will be analysed for its metal content, including the concentration of mercury, via the onsite laboratory. Depending on the condition of the waste, pre-processing may be required. This may include the removal of water from sludges and/or the shredding of filters. The pre-processing is undertaken in the preparation area located on the ground floor level of the process building. Water removed from the waste during pre-processing will be redirected back through the process. The process involves loading the waste material into retorts, and then heating using an electrical heating system. The mercury is then boiled off and the gases are passed through a vacuum distillation unit. The vapours are then condensed which removes the mercury content and the remaining vapour is passed through an emission control system to remove any traces of mercury or Volatile Organic Compounds (VOCs).

The proposed development was assessed by the Department of Water and Environmental Regulation (DWER) and is subject to compliance with Works Approval conditions and Licence conditions.

Site Context

The subject site is located on the corner of Donaldson Road and Burton Place in Kwinana Beach. The site is located within the core Kwinana Industrial Area. Surrounding land uses include electricity generation plants, metal recycling, a gas compressor station, various chemical industries, LPG, oxygen, nitrogen and argon production. The proponent proposes to lease a 5000m² area located in the north-west corner of Lot 101 Donaldson Road to construct the proposed plant. The remainder of the site will remain vacant. The subject site is vacant aside from some scattered, shrub vegetation. A corridor of the Dampier – Bunbury Natural Gas Pipeline (DBNGP) also runs north-south across the site.

Land Use Classification

Hazardous Industry is described under Appendix 4 (Interpretations) of LPS2 as: “an industry which by reason of the processes involved or the method of manufacture, or the nature of the materials used or produced requires isolation from other buildings.” In the context of the General Industrial Zone, a Hazardous Industry represents an “SA” use, where the City, after consideration of public submissions, is able to exercise its discretion to approve or refuse to approve the proposal.

The proposal is located within the core of the Kwinana Industrial Area (KIA) and represents an appropriate location for this kind of industry.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH**Consultation**

The proposal represents an “SA” use within the context of the requirements of the LPS2 and therefore is subject to the advertising requirements within the context of the Scheme. The application was advertised for a period of 21 days in accordance with LPS2 requirements and referred to neighbouring properties within 200m of the subject site. The application was also referred to the following agencies for comment:

- Dampier to Bunbury Natural Gas Pipeline (DBP)
- APA Group
- Department of Lands
- Public Transport Authority
- Kwinana Industries Council
- Department of Water and Environmental Regulation

A total of seven responses were received during the advertising period in support of the application. Three submissions were received from agencies, which recommended advice notes be included on the development approval. These advice notes are included in the officer recommendation. Two submissions were received which, whilst they supported the development, did raise some concerns regarding the construction and operations of the plant. These concerns include:

- The increase in traffic and transportation of dangerous goods;
- Storage of hazardous materials;
- Impacts on Air Quality;
- Insurance; and
- Adequate emergency management procedures.

City Officers have considered each of these issues and the proponent has provided a response to each of the issues raised above.

1. Traffic**Concerns were raised regarding the size of the surrounding road network and the volumes of traffic which may be generated, particularly during construction.**

City Officers have considered the volume of traffic which the plant will generate when operational and during construction and consider these to be adequately accommodated within the existing road network.

The proponent has also advised that a Construction Management Plan will be prepared which addresses traffic management and City Officers are recommending that this be a condition of approval. Construction traffic will utilise Donaldson Road, rather than Burton Place and the transportation of large equipment will be limited to one movement to reduce the impact to traffic. The proponent also has sufficient space within the subject lot for construction laydown areas.

Concerns were also raised regarding the management of moving and handling dangerous goods. This matter is regulated by the Department of Mines, Industry Regulation and Safety (DMIRS). These wastes will be transported to the site by a contractor licenced for both controlled waste and dangerous goods transport. The waste will be packaged in accordance with dangerous goods transportation requirements prior to leaving the site where they were generated.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

2. Hazardous Materials

A submission raised concerns regarding the need for an appropriate crisis management plan to be in place to address any instances where there are failures with the plant. The submitter also queried potential stockpiling of sulphur on the subject site and the potential for groundwater contamination to impact on the submitter's lot.

The proponent has responded to these concerns and advised that an Emergency Management Plan will be prepared for the plant to address any failure of the plant. The proponent has advised that sulphur will not be stockpiled on site. The storage of sulphur will be limited to one drum, stored inside the warehouse, in accordance with the proponent's dangerous goods licence requirements.

The proponent has also advised that the DWER has reviewed the proponent's contamination management controls to address potential groundwater contamination and has not required the proponent to conduct any groundwater monitoring as the risk of contamination is considered low.

City Officers consider the above issues will be adequately addressed as part of the proponent's Works Approval and Licence conditions which will be considered by DWER.

3. Air Quality

Concerns were raised regarding the sensitivity of the submitter's gas turbine plant to air pollutants and the potential release of sulphur from the proposed plant stack.

The proponent has advised that there is no risk of sulphur emissions from the stack. The modelled emissions of mercury, benzene and hydrogen sulphide are well within the guideline requirements.

City Officers are satisfied that these matters have been assessed by DWER and the proponent's licence will include conditions requiring reporting.

4. Insurance

A submitter raised concerns that their insurance premiums may increase as a result of the development and also requested assurance that the proponent would carry adequate insurance during all phases of development.

These are not matters the City is able to comment on and are not planning considerations. Notwithstanding this, the proponent has advised that they will have adequate insurance during construction and operational phases.

5. Emergency Management Procedures

Two submissions raised concerns regarding the need for appropriate emergency management procedures to be in place for the development. These concerns included the need for adequate emergency management plans should there be a failure at the plant, procedures to communicate any failure, or emission to surrounding businesses and the need for the construction workforce to be trained on these procedures.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

These matters will be as part of DWER's approvals for the development, however the proponent has also advised that these issues will be addressed. The proponent advises that during construction, the construction workforce will be made aware of the implications of working in the vicinity of other Major Hazard Facilities and advised of the required procedures. The proponent has also advised that they will have access to the KIMA radio system during both the construction and operational phases of development to notify surrounding businesses of any emissions in accordance with KIMA requirements.

City Officers have considered all submissions raised during the advertising period and believe that these concerns can be adequately addressed. The majority of concerns relate to environmental emissions and dangerous goods handling which are regulated by various state government agencies. The proponent has already applied for a Works Approval from the DWER, which will address many of the issues raised in the submissions. The DWER Works Approval is currently held pending the determination of both the Development Application (which is the subject of this report) and the Development Application which is required to be determined by the WAPC.

A summary of submissions and the City's responses is included in Attachment L.

Development Standards

The following Table lists the relevant provisions under LPS 2 which apply to this application. Other elements of the application relevant to the determination of applications under Part 2.4 of the Scheme are also detailed following.

Local Planning Scheme No.2 Clause	Requirements	Planning Comment
6.8.1 – Outline Development Plans	Not Applicable	The Development is not subject to an outline development plan.
6.8.2, 6.8.3 – Minor Works not requiring planning approval	Not Applicable	The works proposed are substantial and do not fall within the works not requiring approval clauses of the Scheme.
6.8.4 – Plot Ratio and Site Coverage	0.8 Plot Ratio 65% Site Cover	The plot ratio and site coverage of the lot is within the scheme requirements with approximately 34% site cover of the lease area and a plot ratio of 0.46. In this regard, the site coverage calculations are based on the lease area which represents ~10% of the overall site area of the subject lot. If these calculations were based on the total site area then site coverage would represent 3.4% of the site and a plot ratio of 0.04 which are well under the Scheme requirements.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

6.8.5 – Minimum Setbacks from Boundaries	Side – 6 metres Rear – 9 metres Front - 15 metres	Setbacks to the proposed development comply with the Scheme requirements with a front setback to the administration building of 13.5 metres, a rear setback of 12.9 metres and side setback of 16 metres. The secondary street setback to Burton Place does not comply with the required 6 metre setback with a 4.9 metre setback proposed. In this regard, the non-compliance is considered minor as there is unlikely to be an amenity impact on neighbouring properties given that the setback area will be landscaped and thus the 1.1 metre variation is supported.
6.8.6 – Appearance of Buildings	Buildings located, constructed and finished so as to not cause detriment to the locality	The proposed development is considered appropriate for the General Industrial Zone and should not detrimentally affect the amenity of the locality.
6.8.7 – Landscaping Areas	5% of site area to be landscaped and maintained	A total of 5% of the lease area has been conditioned to be provided as landscaping as part of the officer recommendation. The development site plan indicates a number of landscaping areas. A condition has also been recommended requiring the submission of a detailed landscaping plan to ensure compliance with the landscaping requirements of the Scheme.
6.8.8 – Car Parking and Crossovers	Car Parking Spaces to be provided in accordance with Table III of the Scheme	Overall, the development requires the provision of 25 vehicle parking bays under Table III of the Scheme. The applicant has indicated there will be a total of 7 employees onsite, with 9 bays being provided onsite. Officers recommend a reduction in the number of parking bays required under Table III of the Scheme on the basis that proposed staff numbers do not warrant this number of parking bays. An advice note has been placed on the approval to ensure that the parking provided complies with the Scheme requirements, should the use of the site change.
6.8.9 – Loading and Unloading	Loading / Unloading areas to be maintained in good order	The loading/unloading areas of the development are proposed to be provided in an appropriate location and manner. These areas are located on hardstand, are segregated from vehicle traffic and have sufficient space for vehicle manoeuvring.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

6.8.10 – Waste Water and Effluent Disposal	Waste water to be managed in appropriately to preserve the environment and groundwater	Waste effluent water generated on site is proposed and required to be disposed of through a nutrient retentive effluent disposal system. Stormwater collected on site is proposed to be piped and accommodated through the use of soakwells, lawn and swale areas.
6.8.11 – Recycled Water	Council shall have regard to the ability to recycle water in industrial processes	The development on site requires the use of cooling water in its process. The applicant has also stated that any water which is used in pre-processing will be directed into the processing system.
6.8.12 – Fencing	Where a security fence is proposed on a front lot boundary, it shall be set back a distance of 1.5 metres from the front lot boundary and landscaping shall be established and maintained between these lines to the satisfaction of Council.	Chain link fencing has been proposed as part of this development. In this regard a condition has been recommended on the approval requiring that all chain link fencing meet the minimum standard of black PVC coated chain mesh fencing.
6.8.13 – Materials Used	The façade on the principal frontage should be constructed of brick, stone, masonry or such other material as may be approved by Council.	The principal frontage of the building is not comprised of brick, stone or masonry construction. The principal frontage elevation includes a mix of horizontal and vertical metal cladding. In this regard, a condition has been recommended which requires the amending of the front elevation to comply with the requirements of the Scheme by incorporating brick, stone or masonry features into the elevation.

Traffic and Transport Considerations

The proponent has indicated there will be seven staff on site, including both administration and operational staff. Deliveries of mercury contaminated material are estimated to be one 12.5m truck per week. City Officers consider the traffic movements generated from the development can be accommodated by the existing surrounding road network.

Noise

In respect to noise emissions associated with the proposal, the City has placed a condition on the approval that an acoustic assessment be prepared prior to the submission of a building permit.

The City of Kwinana and the Kwinana Industries Council (KIC) have an agreement that noise levels generated from the KIA will continue to be improved upon redevelopment and upgrade to existing industry and new industry will be encouraged to reduce noise levels as far as possible. This is being monitored by the City in assessing new applications for development and by the KIC through their cumulative noise model for the industrial area. It has also been advised that the proponent liaise with the KIC for inclusion of their noise report into the KIA cumulative noise model.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

Air Emissions

The proposed development was assessed by DWER and is subject to compliance with Works Approval and Licence conditions. The modelled emissions of mercury, benzene and hydrogen sulphide are well within air quality guideline requirements.

Waste Disposal

The effluent generated on the site is required to be treated via a nutrient retentive effluent disposal system. It has been proposed and also required via a condition of approval that the development be connected to such a system.

It is required and detailed that all stormwater collected from the building and across the site will be collected and handled through stormwater drains.

Climate Change and Sea Level Rise

The objectives of the WAPC State Planning Policy 2.6 State Coastal Planning and associated Position Statement requires that the location of coastal facilities and development takes into account coastal processes including erosion and sea level change and biophysical criteria.

The Department of Transport's Sea Level Change in Western Australia – Application to Coastal Planning Report (February 2010) recommends for planning timeframes beyond 100 years that a vertical sea level rise of 0.01 m/year be added to 0.9m for every year beyond 2010. Under the WAPC Position Statement, for new development on a sandy coast the impact of this increase in vertical sea level rise value from 0.38 to 0.9m will result in an increased horizontal setback of 52m, increasing the total setback for the general guide from 100m to 150m.

The proposed development has a horizontal separation from the water mark of approximately 2 kilometres. Given the significant separation distance from the high water mark, it is not considered that sea level rise will impact on this proposal.

Front Elevation of the Principal Frontage

LPS2 seeks to promote good quality front elevations in the City's industrial areas and requires that the façade on the principal frontage of buildings should be constructed of brick, stone, masonry or such other material as may be approved by Council. In this respect, the principal frontage elevation proposes a mix of horizontal and vertical metal cladding. City Officers take the view that a more attractive elevation can be achieved and have recommended a condition which requires the amending of the front elevation to comply with the requirements of the Scheme by incorporating brick, stone or masonry features into the elevation. The amended elevation plans shall be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application.

Metropolitan Region Scheme Implications

The subject site is zoned Industrial under the Metropolitan Region Scheme (MRS). As the development is located within a Clause 32 resolution area, under the provisions of the MRS and the estimated development cost is greater than \$250,000, the application was referred to the Western Australian Planning Commission for its consideration and determination under the region scheme.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

Conclusion:

Upon assessment of the development against the objectives and requirements of LPS2, it is considered that the application can be approved subject to conditions. The development complies with the requirements of LPS2 and represents effective use of industrial land within the KIA.

LEGAL/POLICY IMPLICATIONS:

For the purpose of Councillors considering a financial or impartiality interest only, the proponent is BMT Australia Pty Ltd and the landowner is Landcorp.

Legislation

Planning and Development Act 2005;
Contaminated Sites Act 2003;
Dangerous Goods Safety Act 2004 and Regulations;
Environmental Protection Act 1986 and relevant Regulations;
Health (Miscellaneous Provisions) Act 1911

Schemes

Metropolitan Region Scheme;
City of Kwinana Local Planning Scheme No. 2

State Government Policies

State Planning Policy 4.1 – State Industrial Buffer Policy

Local Policies

Local Planning Policy 3.3.25 – Development within the Cockburn Sound Catchment;
Local Planning Policy 3.3.29 – Development within Industrial Zones.
Local Planning Policy 5 – Development Contribution to Public Art.

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial/budget implications as a result of this report or resolution.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications as a result of this report or resolution.

ENVIRONMENTAL IMPLICATIONS:

The subject development application is accompanied by an application for Works Approval to the DWER. The proposed plant is required to obtain a Works Approval and Licence from the DWER prior to the commencement of operations, which will address environmental issues, including air and water quality related issues.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	10.1 Planning	10.1.1 To implement the long term strategic land use planning for the social, economic and environmental wellbeing of the City.

RISK IMPLICATIONS:

Council approves development under the Local Planning Scheme to meet its statutory obligations and facilitate proper and orderly planning and development of the municipality, in accordance with the objectives of the Strategic Plan. Development approvals, Scheme amendments, subdivision and structure plans allow land use to change over time, in order to meet Council and State Government policies and practices, community values and provide protection to the environment.

Council are advised that any decision made is subject to appeal rights to the State Administrative Tribunal. The applicant may also request reconsideration by Council as per Clause 2.4.4 of Local Planning Scheme No. 2.

Risk Event	Negative impact on neighbourhood amenity.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Business and Community Disruption
Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Likely
Rating (before treatment)	High
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Work instructions in place and checklists used when assessing the application. Consideration of the application within the statutory limitations of the Local Planning Scheme. Liaising with the applicant throughout the application process.
Rating (after treatment)	Moderate

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

COUNCIL DECISION

149

MOVED CR S LEE

SECONDED CR M KEARNEY

That Council approve the proposed Hazardous Industry – Mercury Treatment Facility on Lot 101 Donaldson Road, Kwinana Beach and associated infrastructure in accordance with the submitted plans and details subject to the following conditions and advice notes to the applicant:

Conditions:

- 1. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect.**
- 2. Landscaping areas, vehicle parking spaces and accessways, and all other items and details as shown on the approved development plans shall be installed prior to occupying the proposed development and maintained thereafter to the satisfaction of the City of Kwinana.**
- 3. A minimum of 231.5m² square metres (5%) of the subject site is to be landscaped prior to the occupation of the development and maintained to a high standard thereafter to the satisfaction of the City of Kwinana.**
- 4. A detailed Landscaping Plan which outlines the proposed species and densities of plants to be used at the time of planting together with the anticipated height of each plant at maturity, spacing of each species and location of existing vegetation, the use of mature/advanced species between the proposed security fence and the road boundary/verge, and the proposed reticulation layout is required to be submitted to the City of Kwinana for approval prior to lodgement of a building permit. The landscaping plan shall be implemented to the satisfaction of the City within 60 days of the practical completion of construction.**
- 5. The provision of a minimum of nine parking bays in accordance with Australian Standard AS2890, to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained prior to occupation to the satisfaction of the City of Kwinana.**
- 6. All vehicle parking to be accommodated within the boundaries of the subject lot.**
- 7. Vehicle crossovers shall be constructed to the specifications and satisfaction of the City of Kwinana.**
- 8. All trafficable and vehicle parking areas are to be sealed and drained as per the City of Kwinana 'Trafficable Areas' Specifications to the satisfaction of the City of Kwinana.**
- 9. All non-trafficable and lay-down areas as shown on the development plans within the subject lot being sealed and drained to comply with the City of Kwinana non-trafficable and lay-down area specifications.**
- 10. Stormwater drainage from roofed and paved areas being disposed of on-site or as may otherwise be approved under Environmental Protection Authority (EPA) Licence conditions or approved Stormwater Management Plan.**

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

11. On site effluent disposal systems shall be nutrient retentive to comply with the *Health Act 1911* and Cockburn Sound Management Council requirements. Use of conventional septic systems is not permitted.
12. The development shall be connected to an adequate potable water supply in accordance with the standards required by the National Health and Medical Research Council Australian Drinking Water Guidelines, 2004.
13. Storage of chemicals and liquids shall be within bunded impervious areas capable of containing any spillages.
14. The applicant shall implement dust control measures for the duration of the Site and Construction Works and for the ongoing operation of site to the satisfaction of the City of Kwinana.
15. All cooling systems used in the plant which utilise evaporative water handling systems shall be registered with the City of Kwinana under the provisions of the *Health (Air and Water Handling Systems) Regulations*.
16. All contaminated waste must be disposed of appropriately at an approved Department of Water and Environmental Regulation approved facility.
17. All proposed boundary fencing shall be constructed to a minimum standard of black coated PVC chainmesh to the satisfaction of the City of Kwinana.
18. The proponent shall make a contribution equivalent to 1% of the value of the development to the City of Kwinana in accordance with Local Planning Policy 5 – Development Contribution Towards Public Art, to the satisfaction of the City of Kwinana.
19. Prior to the submission of a building permit the proponent shall submit, for approval, an acoustic assessment for the development prepared by a suitably qualified acoustic consultant demonstrating compliance with the *Environmental Protection (Noise) Regulations 1997* to the satisfaction of the City of Kwinana.
20. The principal frontage of the administration building being re-designed to incorporate brick, stone or masonry construction in accordance with the provisions of Local Planning Scheme No.2 to the satisfaction of the City of Kwinana. Amended elevation plans shall be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application.
21. A Construction Management Plan to be prepared prior to construction commencing at the site which will address all aspects of construction of the plant including traffic management and any other potential off-site impacts. The Construction Management Plan shall be prepared to the satisfaction of the City of Kwinana and be implemented in accordance with the adopted plans recommendations.

Advice Notes:

1. The applicant is advised that all future development must be submitted to the City of Kwinana prior to the commencement of works or alteration of land use.
2. Should the applicant be aggrieved by the decision or any condition imposed, then a right of review should be lodged with the State Administrative Tribunal within 28 days of the date of this decision.
3. The applicant is further advised that this is not a building permit to enable construction to commence. A building permit is a separate City of Kwinana requirement and construction cannot be commenced until a building permit is obtained.

15.5 PROPOSED HAZARDOUS INDUSTRY - MERCURY RECOVERY PLANT – LOT 101 DONALDSON ROAD, KWINANA BEACH

- 4. The applicant should ensure the proposed development complies with all other relevant legislation, including but not limited to, the *Environmental Protection Act 1986 and Regulations, Health Act 1911 and Regulations, Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974, WA Government Sewerage Policy and Cockburn Catchment Sound Policy, Dangerous Goods Safety Act 2004, Dangerous Goods Safety (Storage and Handling of Non-Explosives) Regulations 2007, Contaminated Sites Act 2003 and the National Construction Code.***
- 5. The applicant is advised to liaise with the Kwinana Industries Council (KIC) to include the noise emissions from the development into the KIC cumulative noise model.**
- 6. The applicant must submit Dial Before You Dig notifications prior to any earthworks commencing for the development.**
- 7. The applicant is advised that the western boundary of the Dampier – Bunbury Natural Gas Pipeline (DBNGP) corridor is to be surveyed and protected through the placement of temporary bunting prior to any earthworks/site clearing works being commenced. The bunting is to extend along the corridor boundary to prevent earthworks/activity from encroaching into the corridor. A DBP Third Party Works officer will attend site to inspect the fence prior to any earthworks/site clearing works commencing.**
- 8. If the applicant is planning or undertaking any physical works on property containing or proximate to an APA pipeline, or are seeking details on the physical location of a pipelines, please contact Dial Before you Dig on 1100, or APA directly on APApotection@apa.com.au.**
- 9. The applicant is advised, should the use of the subject site change in the future, the City will require car parking to be provided on site in accordance with the requirements of Local Planning Scheme No.2.**

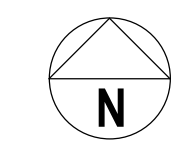
**CARRIED
7/0**

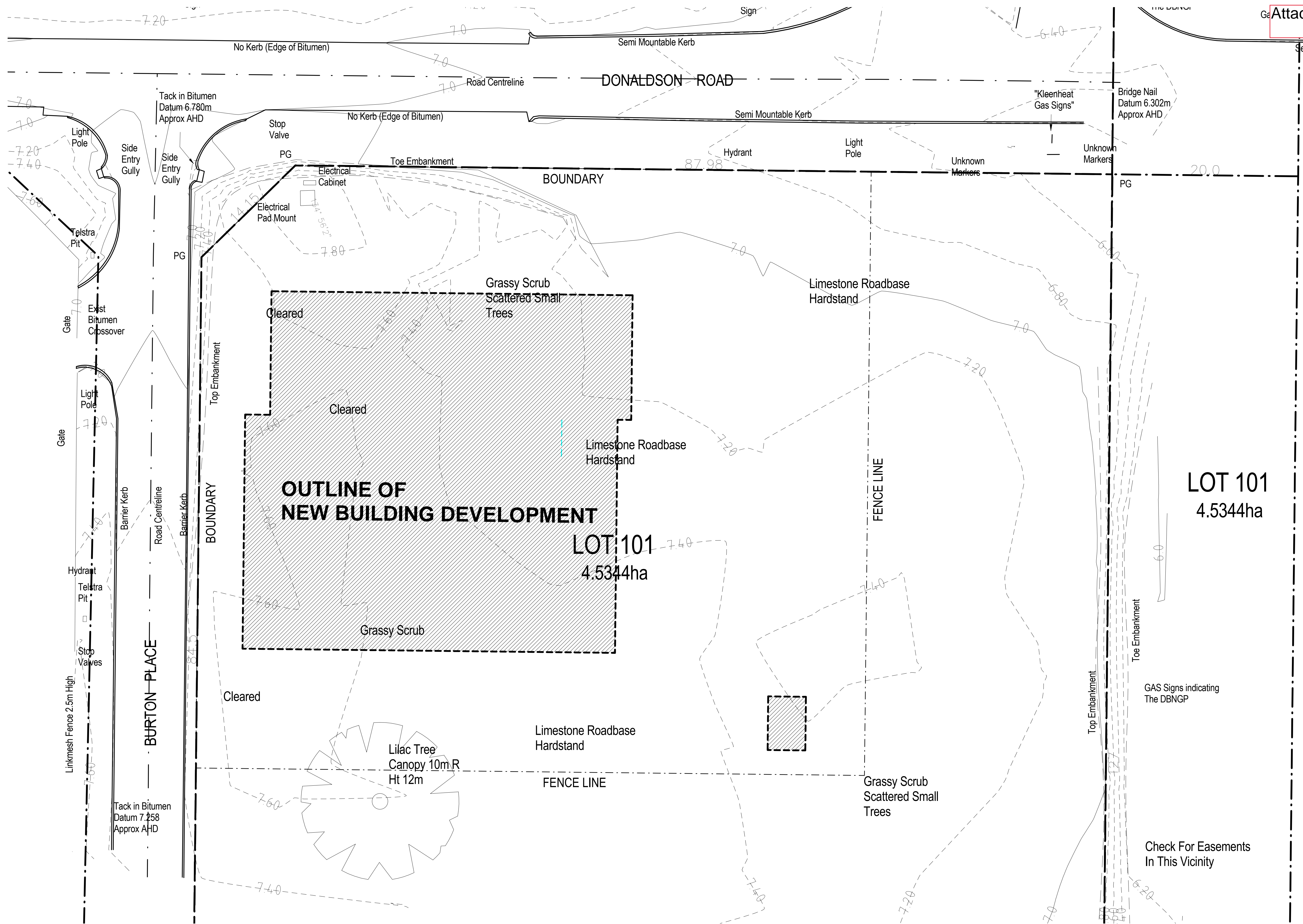
Mayor Carol Adams returned to the Council Chambers at 7:56pm.

SUBJECT SITE



1 Location Plan
1 : 2000





MERCURY TREATMENT PLANT

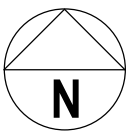
Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

SURVEY PLAN

SURVEYORS

3B

Perth: Unit 13, 1 Braid Street Perth, WA, 6000
Website: www.3bsurvey.com.au Phone: (08) 9227 1221



peter hunt architect

Scale 1 : 200 @ A1

0 100 200

20/12/2017 **DA101**

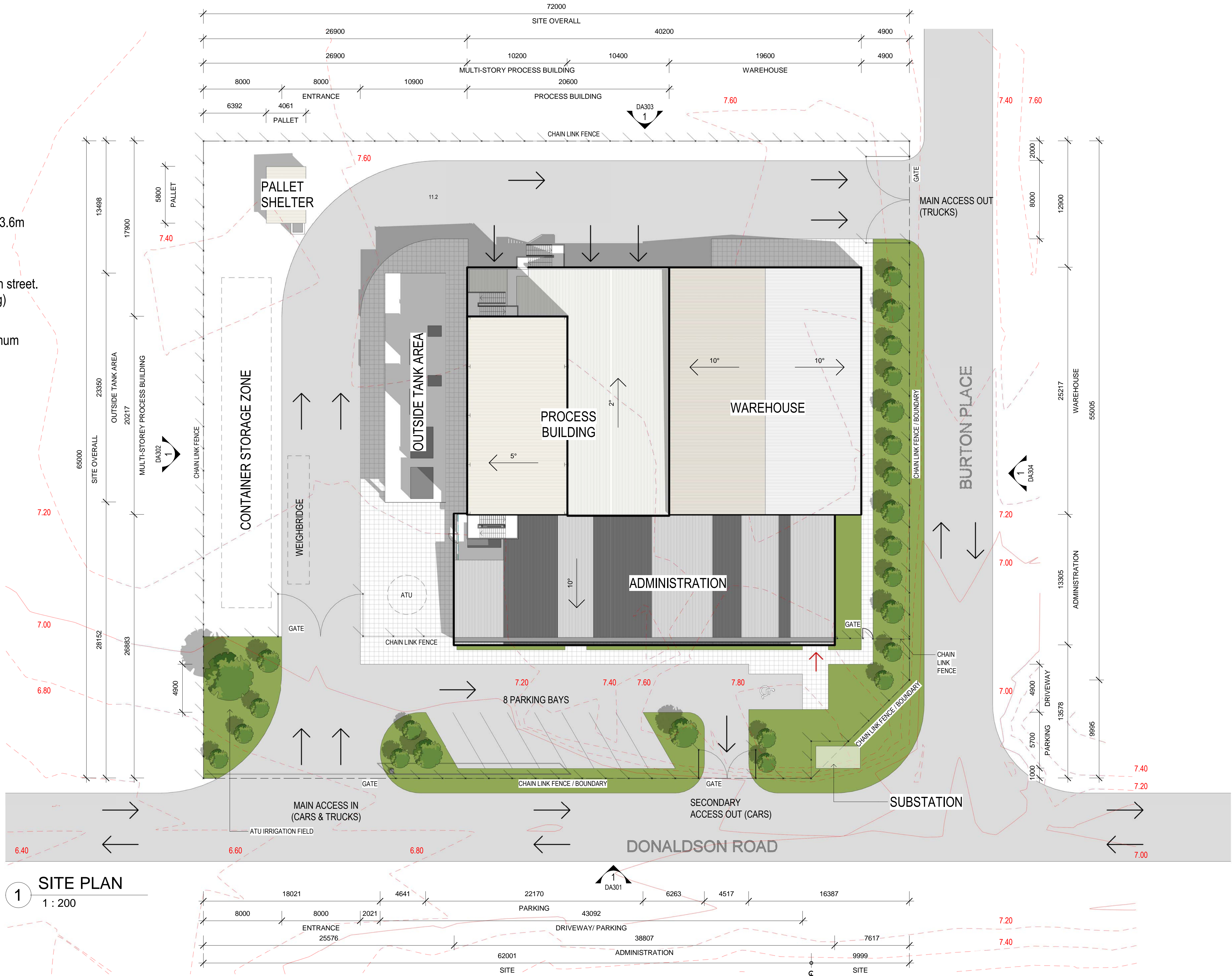
DESIGN DATA

Site Area - 4630 m²
Building Area - 1518 m²
Parking Bays - 9
Max. Building Height - 23.6m

--- Existing Contours
(Based on peg datum on street.
Refer to Survey Drawing)

Landscaping - 5% minimum

Paving

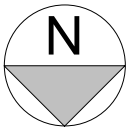


1 SITE PLAN
1 : 200

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

SITE PLAN

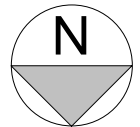


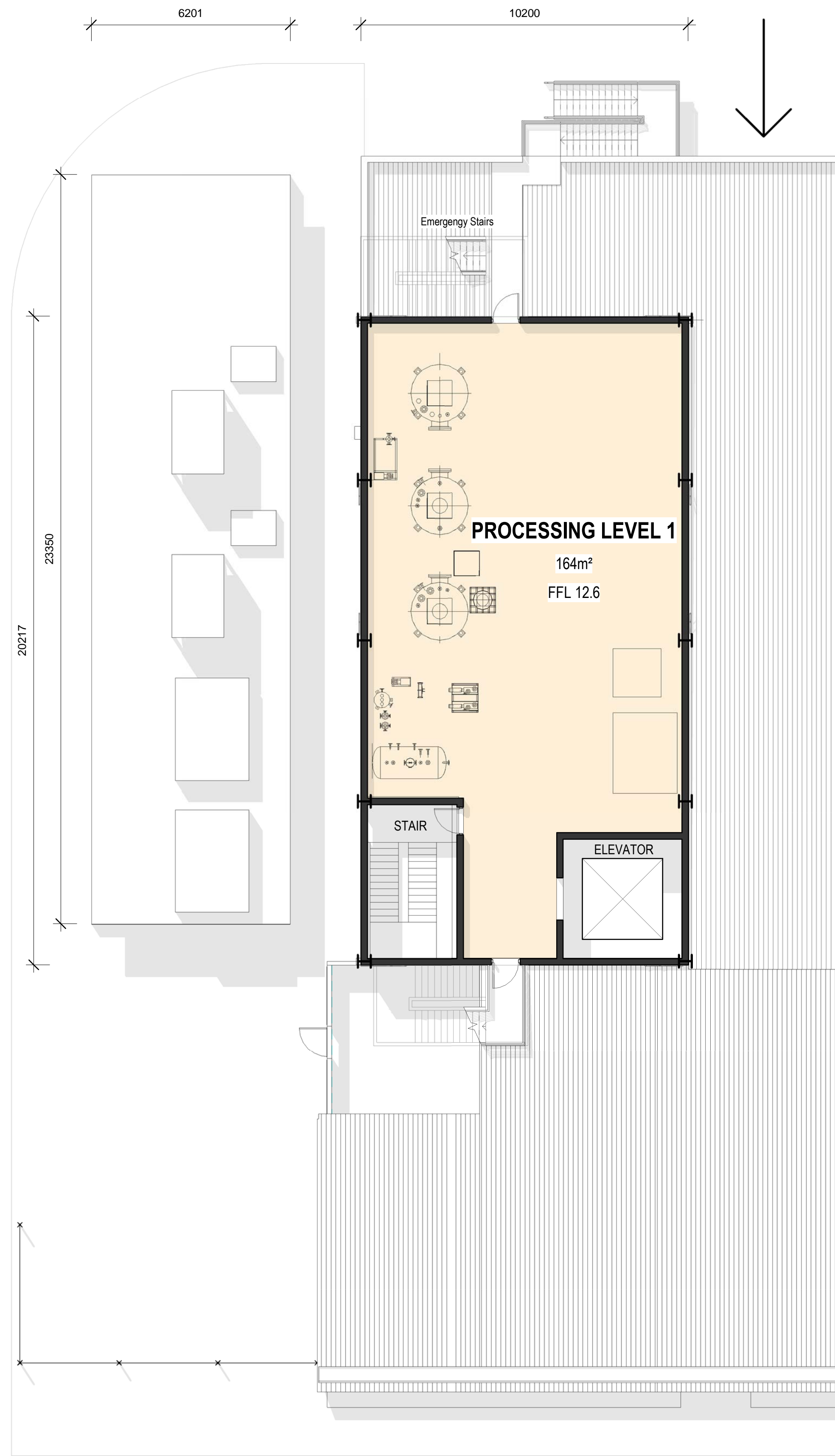
- OPERATIONS
- PUBLIC
- SERVICES
- STAFF
- WET AREA

MERCURY TREATMENT PLANT

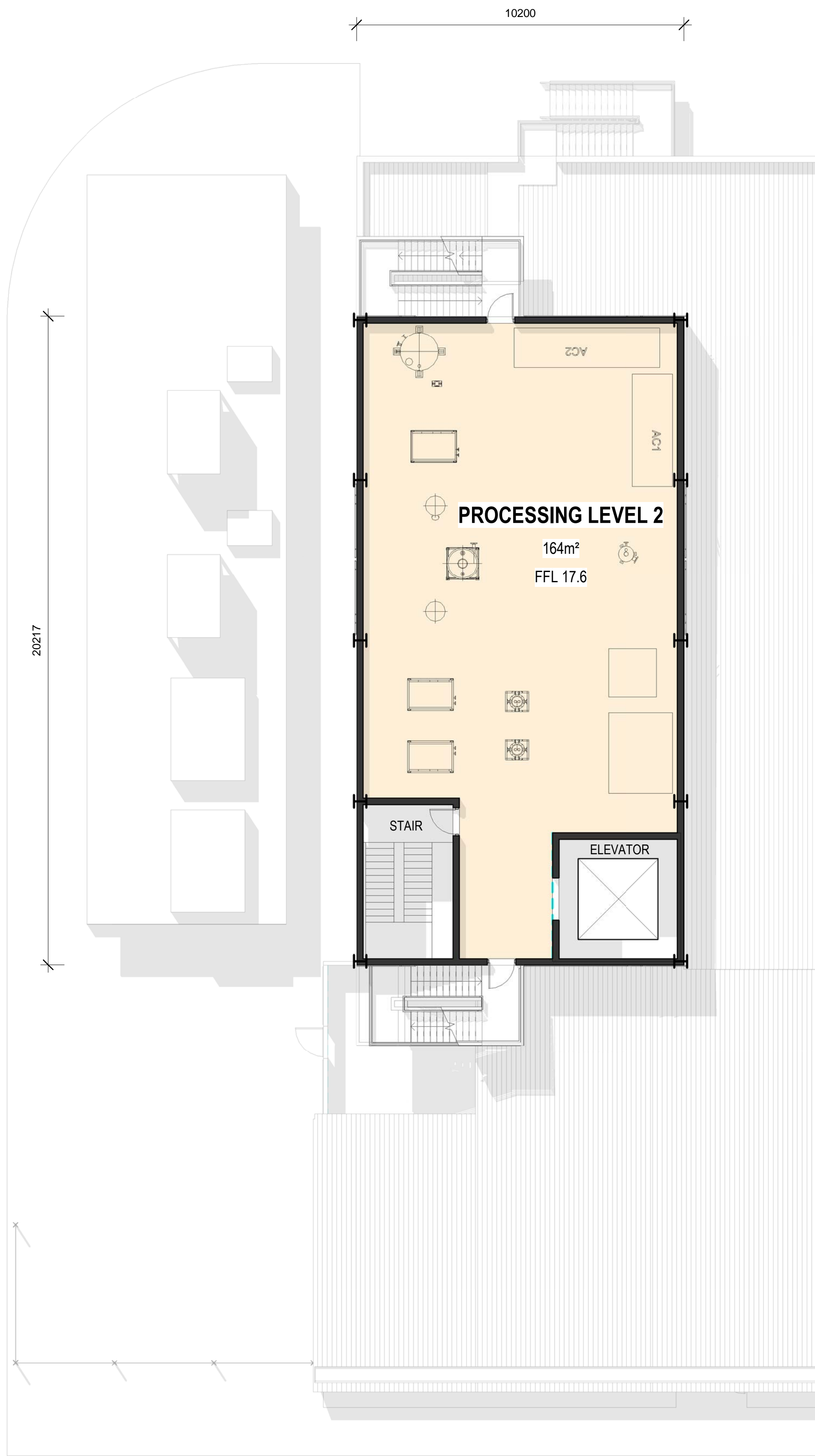
Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

GROUND FLOOR PLAN

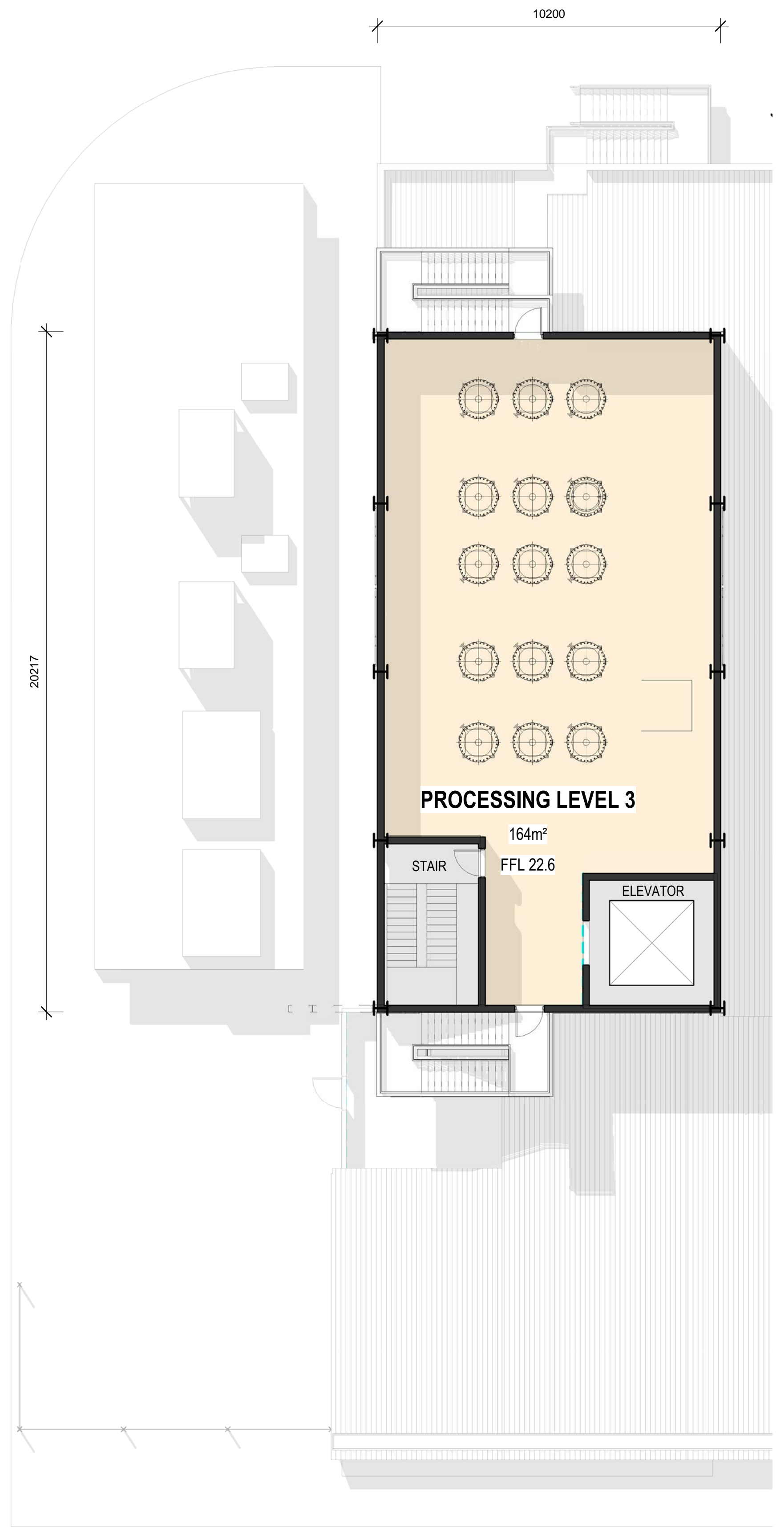




1 Level 1
1 : 100



2 Level 2
1 : 100

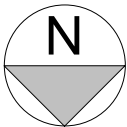


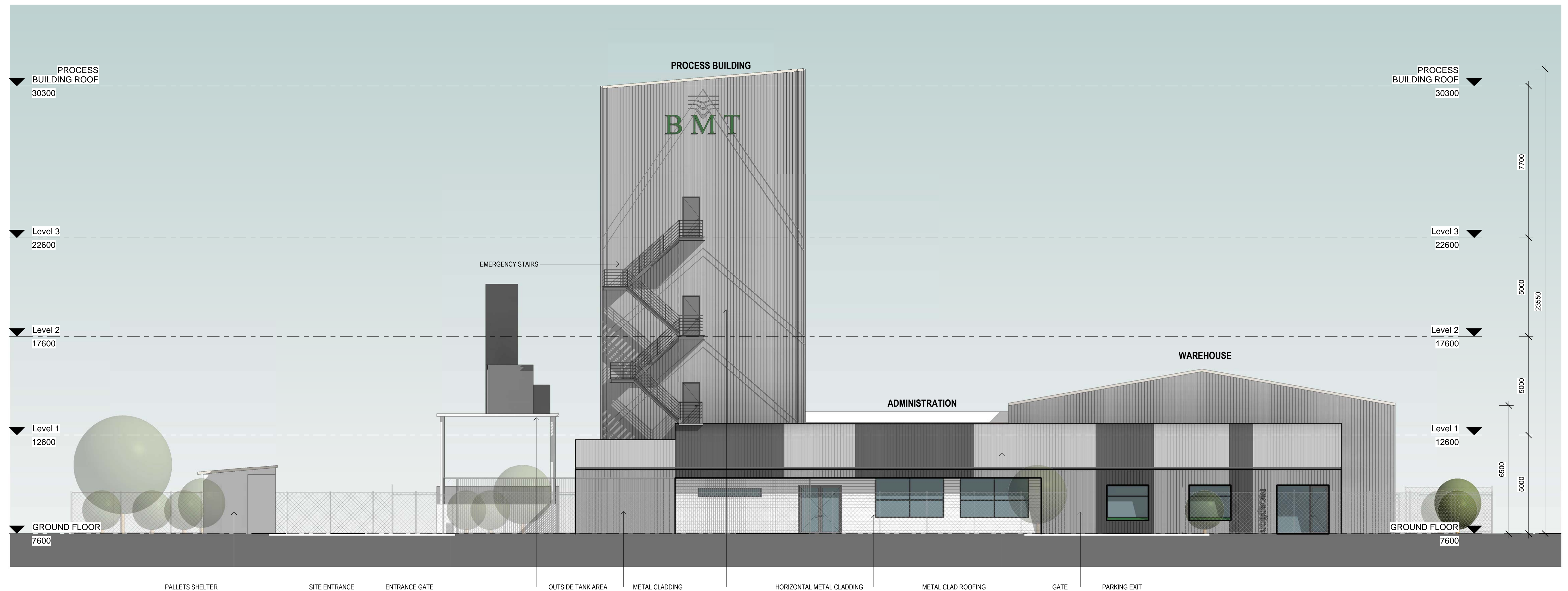
3 Level 3
1 : 100

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

UPPER FLOOR PLANS





1 NORTHERN ELEVATION
1 : 100

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

NORTHERN ELEVATION

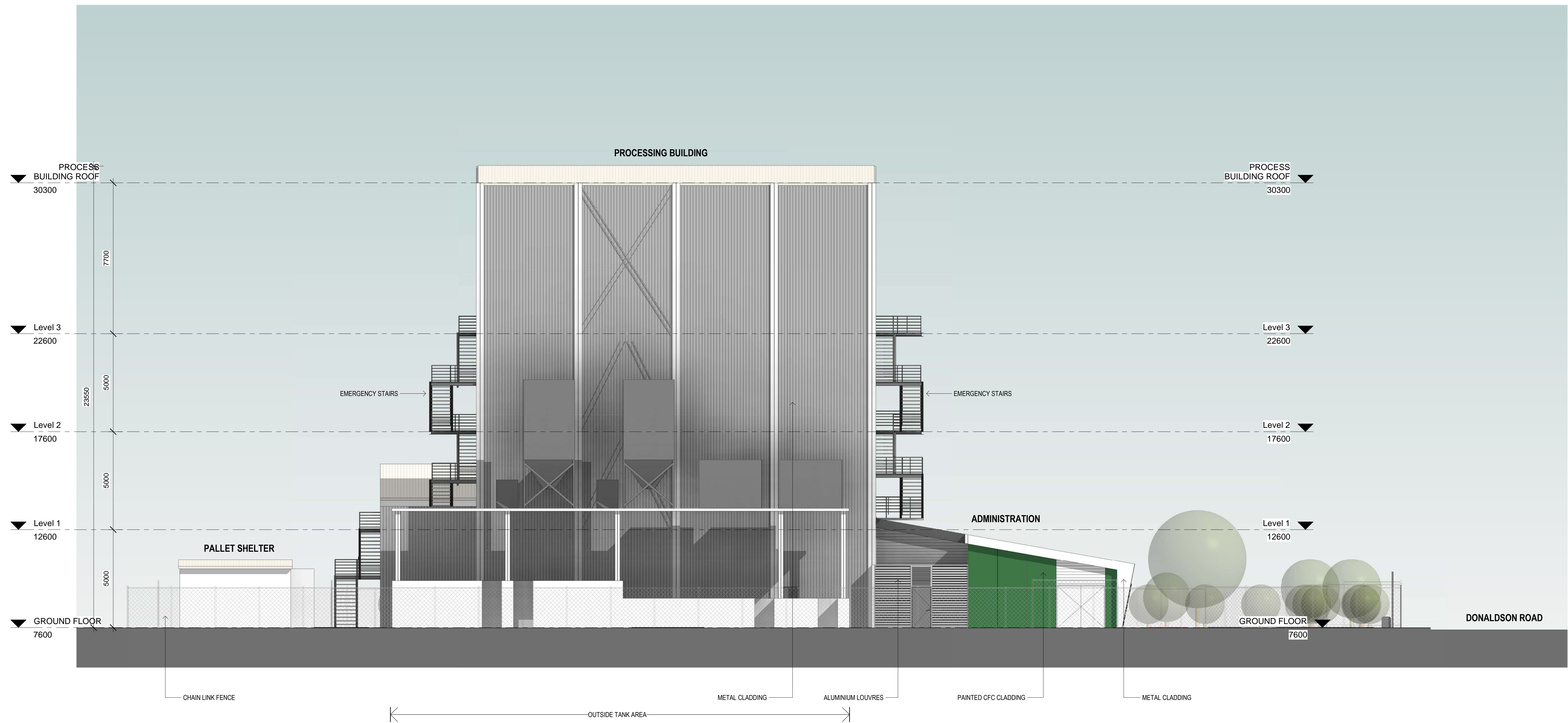


peter hunt architect



20/12/2017

DA301



1 EASTERN ELEVATION
1 : 100

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

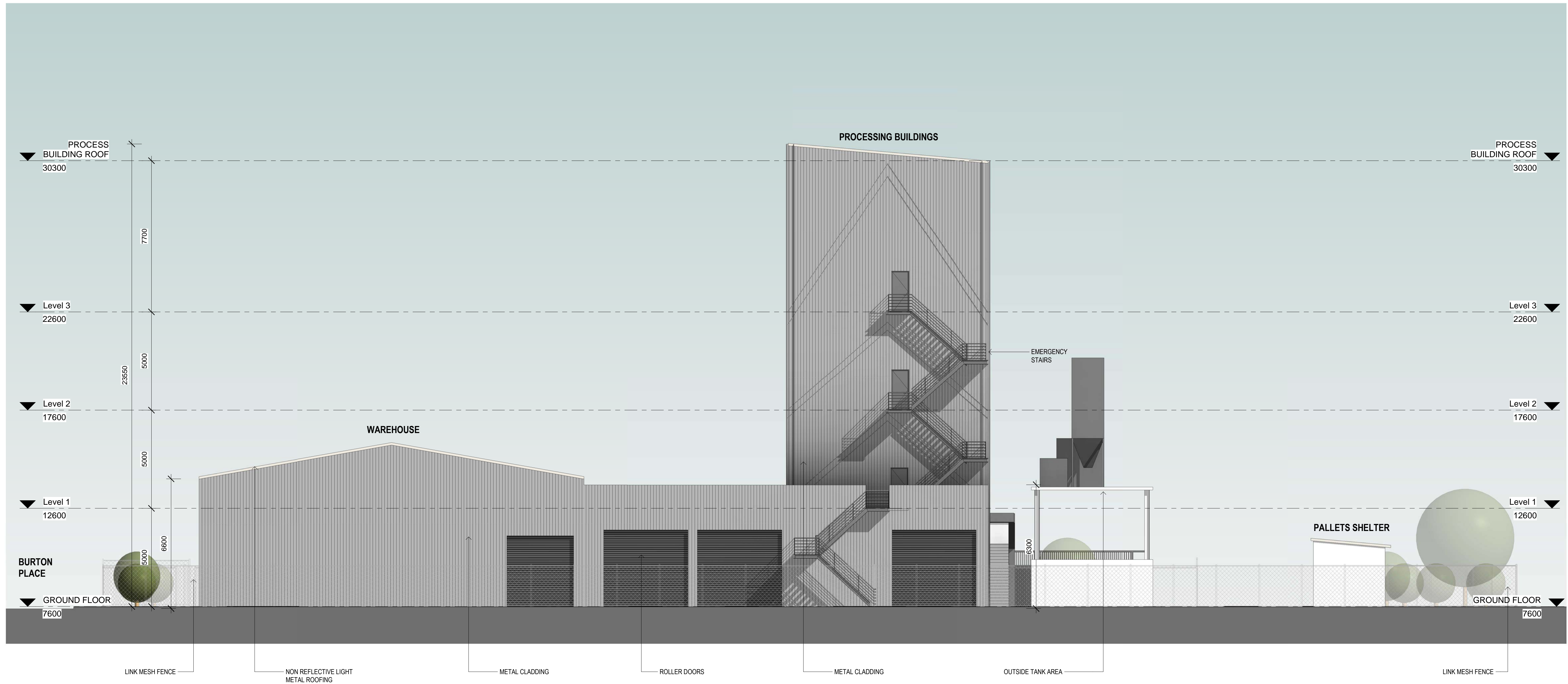
EASTERN ELEVATION



peter hunt architect

Scale 1 : 100 @ A1
0 5 10

20/12/2017 DA302



1 SOUTHERN ELEVATION
1 : 100

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

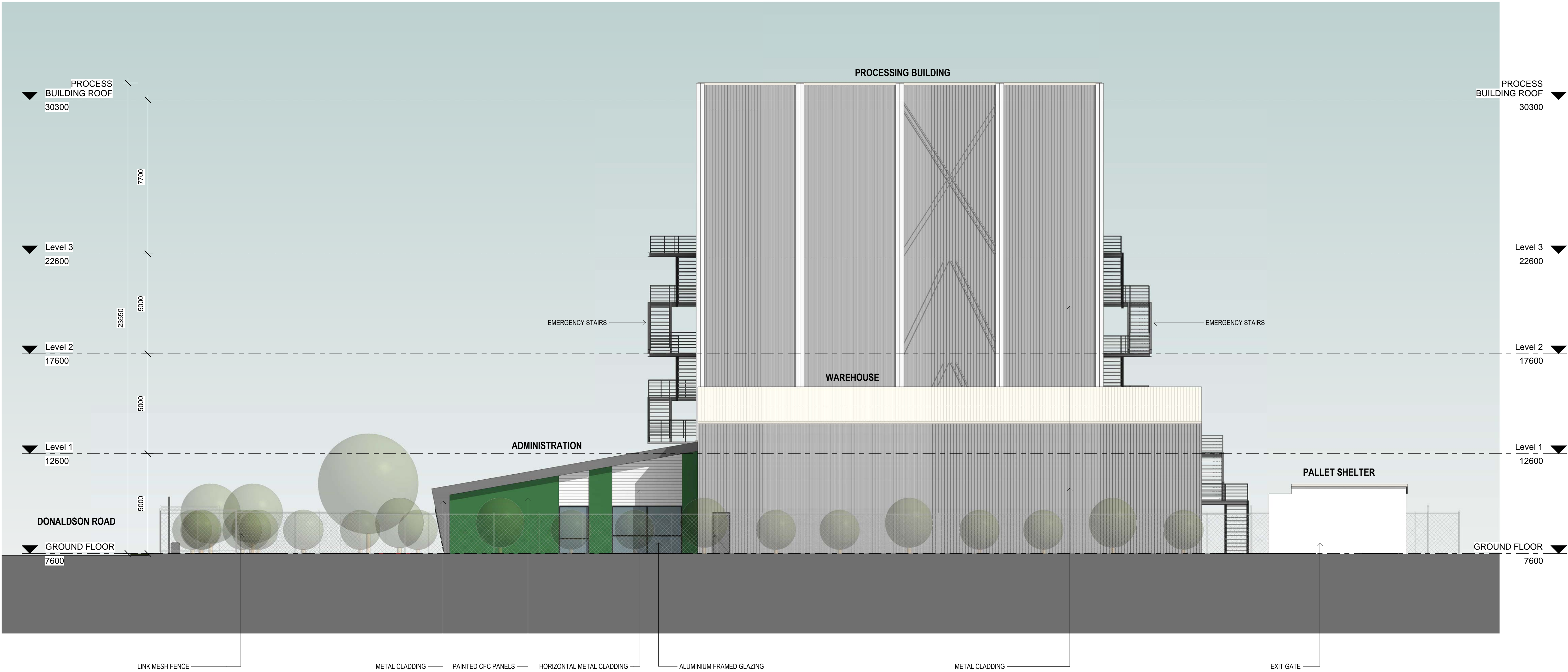
SOUTHERN ELEVATION

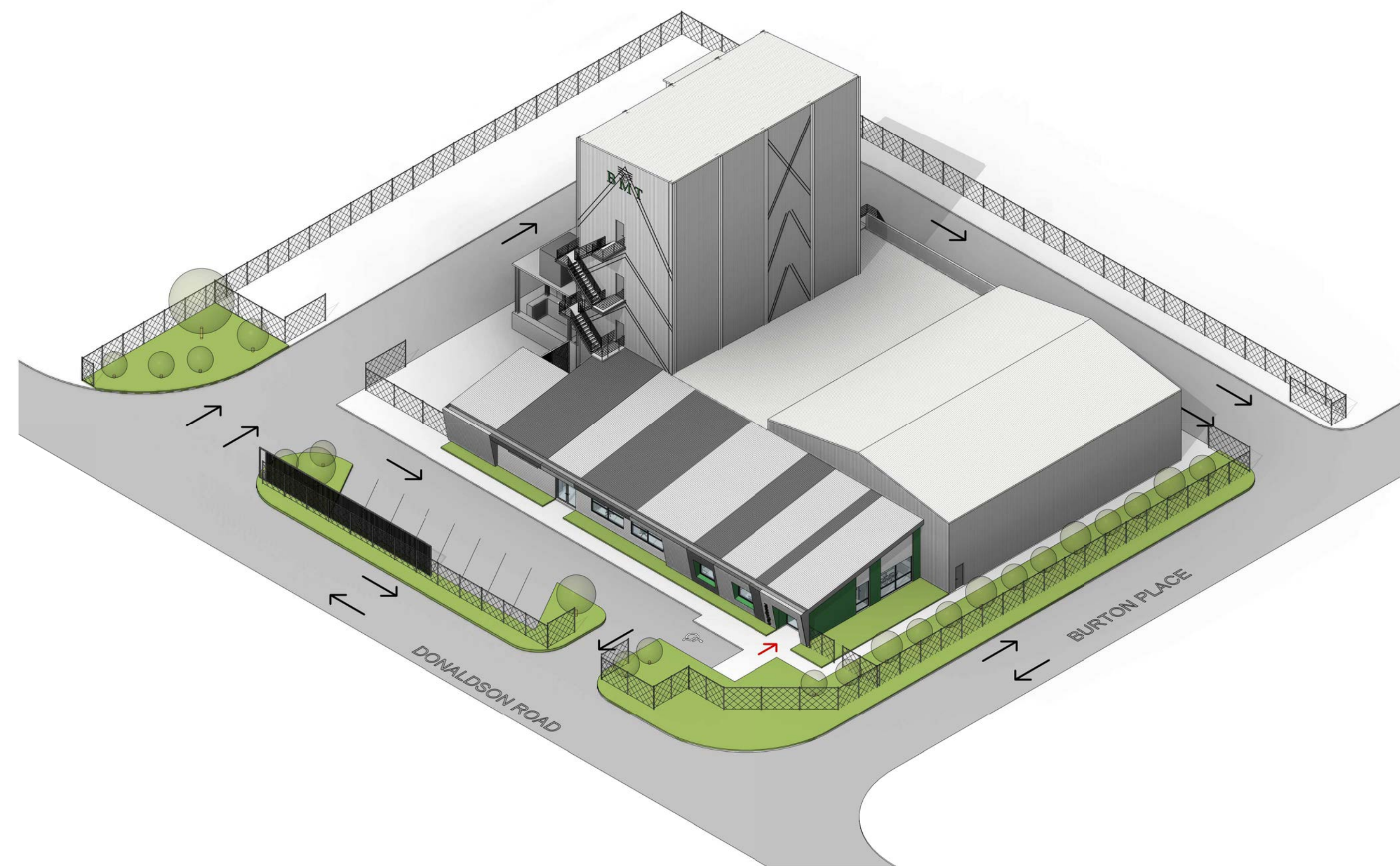


peter hunt architect

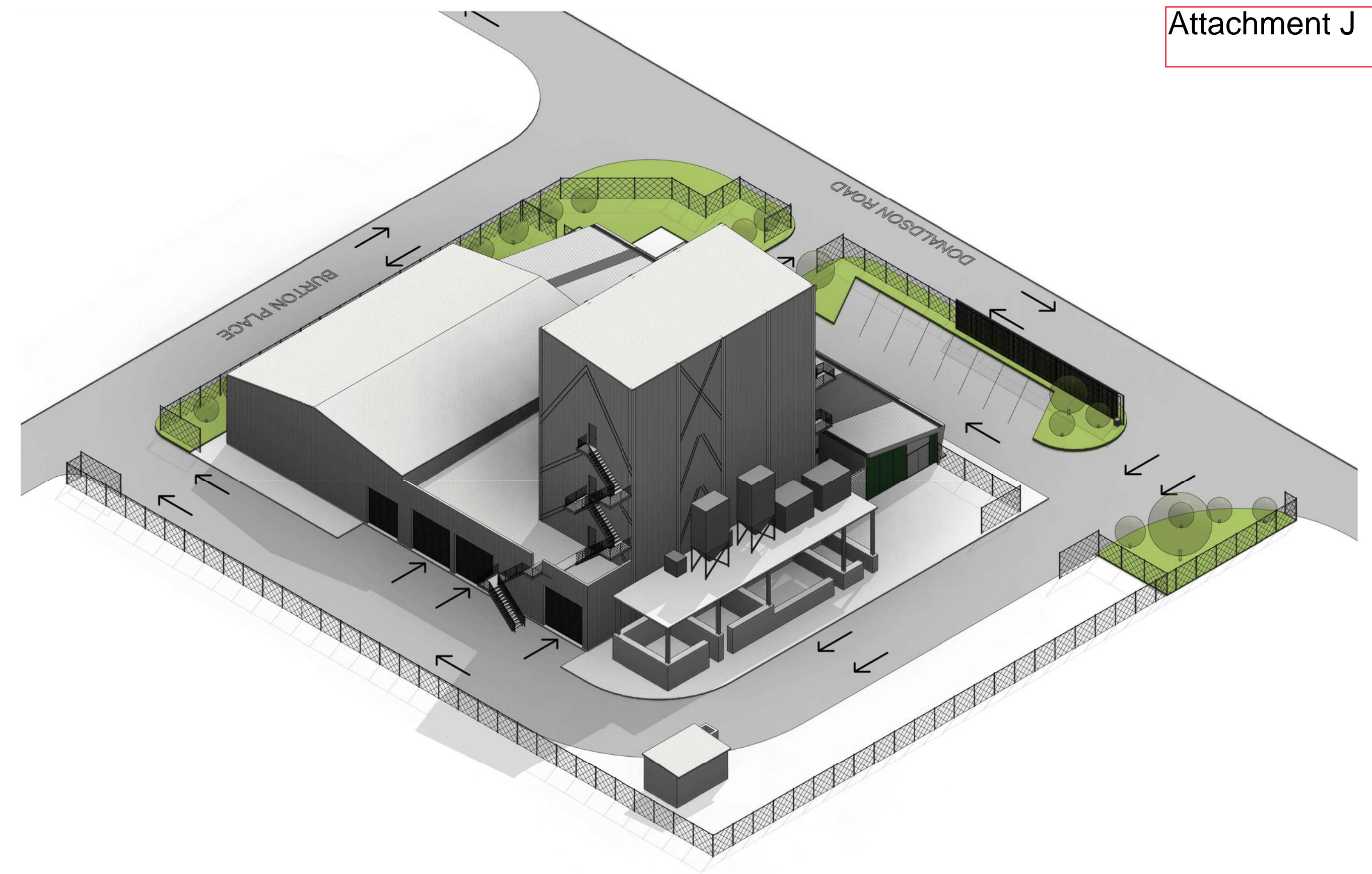
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20/12/2017 DA303





1 AXONOMETRIC LOOKING NORTH-EAST



2 AXONOMETRIC LOOKING SOUTH-WEST



3 PERSPECTIVE LOOKING SOUTH-EAST

MERCURY TREATMENT PLANT

Lot 101, DEPOSITED PLAN NO.73740
DONALDSON ROAD, KWINANA
DEVELOPMENT APPLICATION

PERSPECTIVES

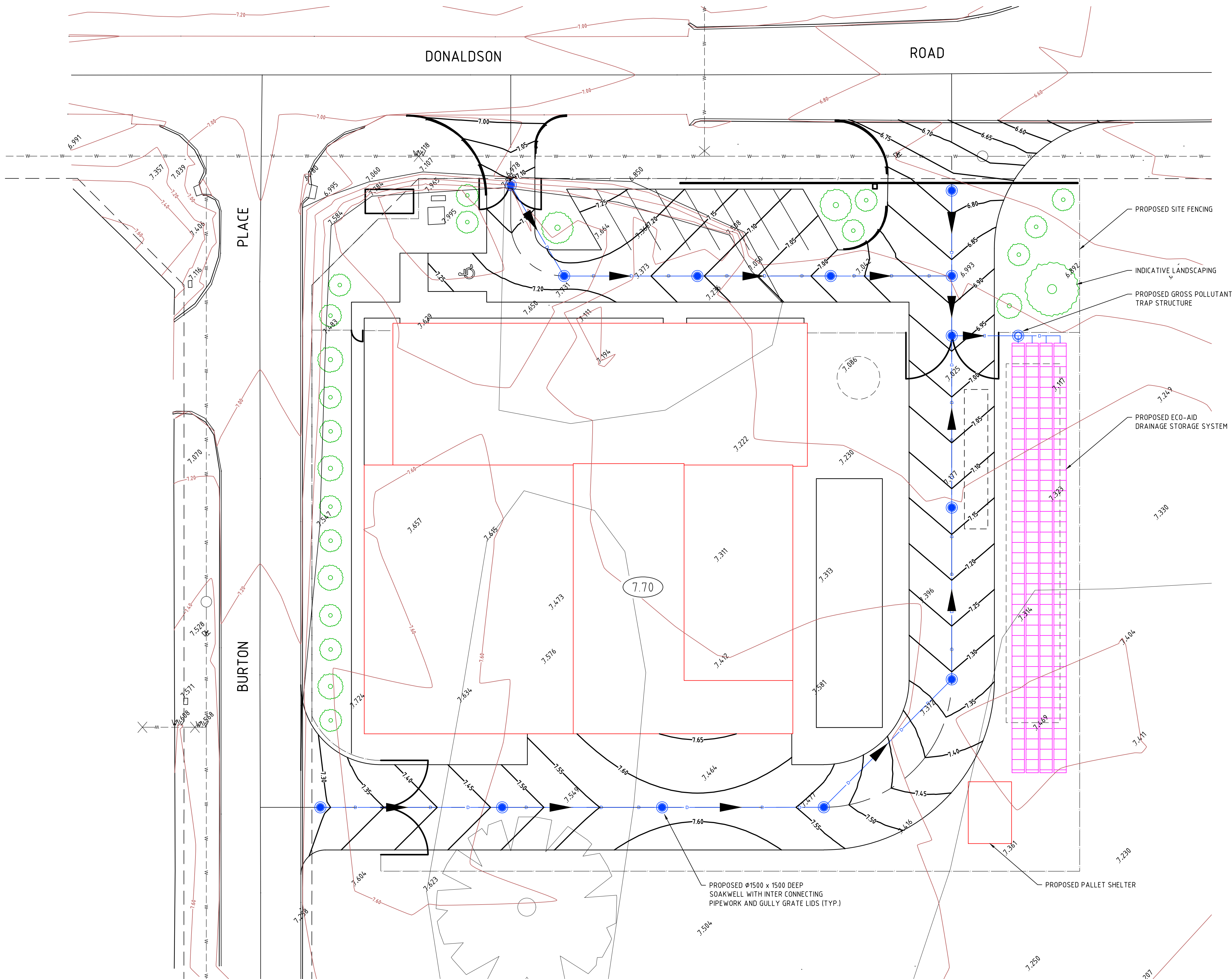


peter hunt architect

20/12/2017

DA401


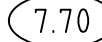
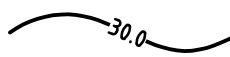

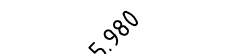



DATE PLOTTED: 21 December 2017 9:49 AM BY: CRAIG BENEFIELD



NOTES:

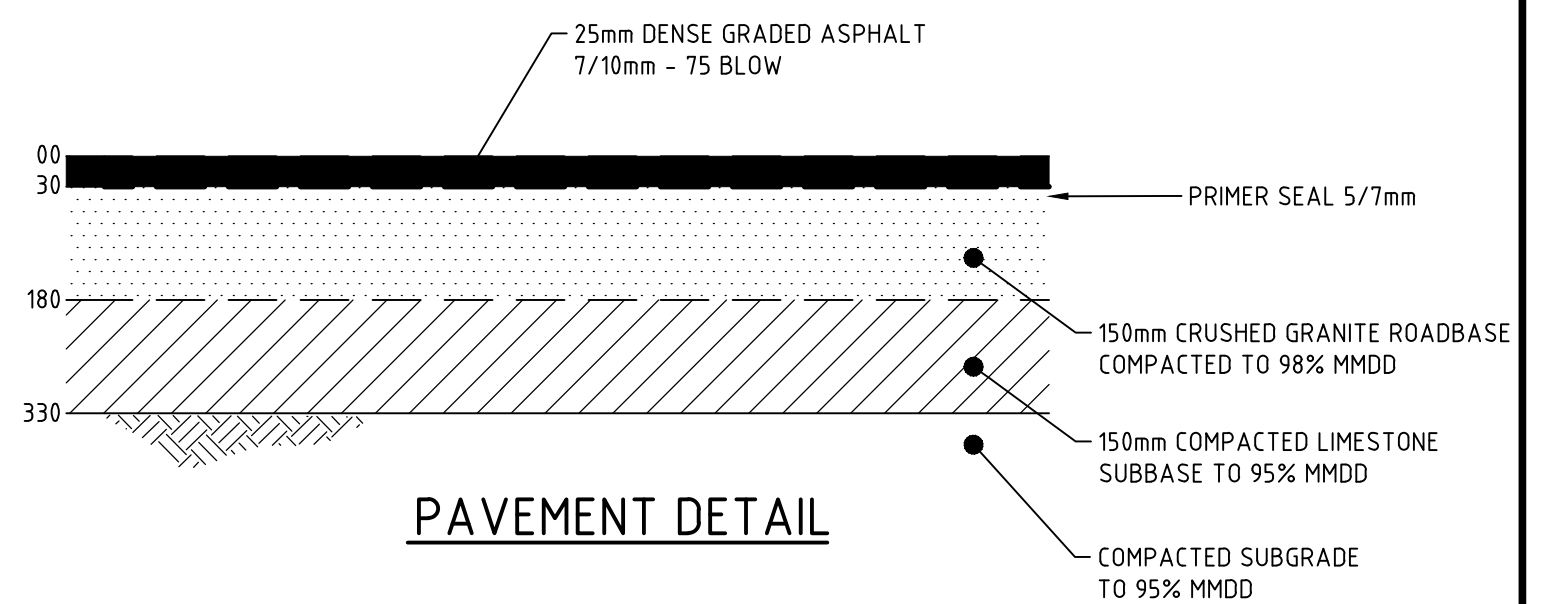
1. GENERAL:
- 1.1 THE CONTRACTOR SHALL ENSURE ALL BUILDING RUBBLE, TREE ROOTS AND OTHER DELETERIOUS MATERIAL SHALL BE SCREENED AND REMOVED OFFSITE FROM THE PROPOSED WORKS AREAS.
- 1.2 THIS DRAWING SHALL BE READ IN CONJUNCTION WITH THE CONTRACT DRAWINGS AND THE SPECIFICATION.
- 1.3 THE CONTRACTOR SHALL LIMIT THE MOVEMENT OF EQUIPMENT AND MANPOWER TO THE MINIMUM AREA NECESSARY AND PROTECT ALL VEGETATION ON SITE.
- 1.4 THE CONSTRUCTION OF THE WORKS SHALL BE TO THE APPROVAL OF CITY OF KWINANA.
- 1.5 THE CONTRACTOR SHALL FENCE OFF THE SITE OF WORKS AND PROVIDE APPROPRIATE SIGNAGE AROUND THE SITE.
- 1.6 THE CONTRACTOR SHALL STORE AND INSTALL HIS SITE OFFICE AS NOMINATED AND AVOID SPREADING THEIR EQUIPMENT, MATERIAL, ETC TO OTHER AREAS.
- 1.7 THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACTIVITIES OF ALL OF HIS SUB-CONTRACTORS.
- 1.9 THE CONTRACTOR SHALL ALLOW FOR ALL OF THE NECESSARY TRAFFIC MANAGEMENT TO COMPLETE THE WORKS.
- 1.10 THE CONTRACTOR SHALL PHYSICALLY LOCATE ALL OF THE SERVICES (IE WATER, SEWER, POWER ETC) AND DISCONNECT AS APPROPRIATE. THE CONTRACTOR SHOULD ENSURE ALL SERVICES (IE SEWER, WATER , POWER ETC) ARE FUNCTIONING SATISFACTORILY FOR THE REMAINING BUILDINGS. THE CONTRACTOR SHALL ALLOW FOR TEMPORARY WORKS AS REQUIRED.
- 1.11 THE CONTRACTOR SHALL ALLOW TO RAKE THE AREAS BY 400mm TO ENSURE ALL OF THE UNDERGROUND SERVICES ARE EXPOSED AND REMOVED FROM THE SITE OF WORKS.
- 1.12 THE CONTRACTOR SHALL ALLOW TO OBTAIN A DEMOLITION LICENCE FROM THE CITY AND COMPLY WITH THE REQUIREMENTS OF THE DEMOLITION LICENCE.
- 1.13 THE CONTRACTOR SHALL CONSULT WITH THE LOCAL AUTHORITY TO ASCERTAIN THE TREES TO BE REMOVED PRIOR TO REMOVAL OF ANY TREES FROM THE SITE.

LEGEND:

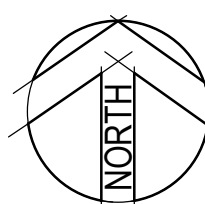
- | | |
|---|---|
|  | WORKS BOUNDARY |
|  | FINISHED BUILDING PAD LEVEL |
|  | DESIGN PAVEMENT CONTOURS |
|  | EXISTING CONTOURS |
|  | EXISTING NATURAL SURFACE LEVEL |
|  | EXISTING DRAIN MAINS |
|  | PROPOSED DRAINAGE PIPEWORK AND FLOW DIRECTION |
|  | PROPOSED DRAINAGE STRUCTURE |

REFERENCE DRAWING:

3B 3814-SR-171215-001 KMTF SITE SURVEY



A	20.12.2017	ISSUED FOR DEVELOPMENT APPLICATION	CB	PS	PW
Rev.	Date	Description	Des.	Verif.	Appd.



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Drawn C.BENFIELD	Date 20.12.2017	Client MSP Engineering Pty. Ltd.				
Checked C.BENFIELD	Date 21.12.2017	Project MERCURY TREATMENT FACILITY DONALDSON STREET KWINANA	Status PRELIMINARY NOT TO BE USED FOR CONSTRUCTION PURPOSES			
Designed C.BENFIELD	Date 20.12.2017		Datum A.H.D.	Date 20.12.2017	Scale 1:200	Size A1
Verified P.SINGH	Date 21.12.2017		Drawing Number CW1019700-CI-100			
Approved			Revision A			
P. WISEMAN	21.12.2017	Title CIVIL WORKS SITE PLAN				

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
1.	Landcorp Level 6, 40 The Esplanade PERTH WA 6000 Contact: David Tomasich Senior Development Manager	Support	The application is supported by Landcorp.		Noted.
2.	Kwinana Industries Council 11 Stidworthy Court KWINANA WA 6167 Contact: Chris Oughton Director	Support	<p>The proposed facility is an appropriate industry type for consideration within the KIA. Its entry to the region is strongly supported simply on that basis.</p> <p>The facility will be able to tap into and contribute towards the existing synergy base that makes the KIA the world's best practical example of industrial symbiosis.</p> <p>The location of the facility within the core of the Western Trade Coast is supported because it is able to take the most advantage of the existing industrial buffer zone, and now that Donaldson Road has an exit pathway both to the north and the south, emergency evacuation options (generated from</p>		<p>Agree.</p> <p>The proposed land use is permissible and appropriate within the General Industrial zone, for the subject site located within the core KIA.</p> <p>The proposed facility is compatible with the surrounding land uses located near to the subject site. The development complies with the requirements of LPS2. The proponent is also required to obtain a Works Approval from the DWER which will</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>within sector) are now adequately provided for.</p> <p>Diversity of existing industrial residents makes the core area more robust, and the addition of the proposed facility adds to this.</p>		<p>ensure any emissions from the proposed facility operations are appropriately managed.</p>
3.	<p>Western Energy</p> <p>C/- Perth Energy PO Box 7971 Cloisters Square PERTH WA 6850</p> <p>Contact: Elizabeth Aitken General Manager Operations</p>	Support	<p>Western Energy operate the Kwinana Swift power station on the opposite side of Burton Place to the proposed development.</p> <p>Supportive of this development as it brings additional employment to the KIA and is a good example of economic development through the addition of secondary processing for the State.</p> <p>We do, however, have a number of concerns with both the construction and operation of the facility and would like to see these matters addressed by the proponent.</p> <p>1. Traffic</p> <p>Burton Place is a narrow road. Donaldson Road, while wider, has</p>	<p>BMT has already met with Perth Energy. The following is provided for the City of Kwinana's information.</p> <p>1. Traffic</p> <p>Construction Phase:</p>	<p>Noted. The City provides the following response to each issue.</p> <p>1. Traffic</p> <p>City Officers have considered the traffic implications of the</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>become quite busy with the establishment of Simms Metal and the construction of the Tianqi plant. There is not a lot of room for large trucks and no designated turning areas at the corner of Burton Place and Donaldson Road. We would like to see traffic managements plans, including risk management of tasks relating to handling/moving heavy equipment and dangerous goods. These should be provided for both the construction and commissioning phases of the plant.</p>	<p>Traffic management of the construction crew will be a part of the construction management plan. We will be utilising the area to the south of the development as a laydown area (Access will be via Donaldson Road). There will only be one large equipment movement. MSPE has managed many of such moves during the construction on the Tianqi site so will ensure the proper processes are in place to minimise impact on Perth Energy, including notifications in advance of the movement. BMT notes that Perth Energy facility operates without people on site for most of the time so there will be very few people who could be impacted by large equipment movements.</p>	<p>proposed development and do not consider the development requires a traffic management plan to be prepared as the volumes and sizes of vehicles generated by the development will be minimal. City Officers note that the construction phase will generate larger volumes of traffic. These matters will be addressed by the construction management plan prepared for the development by the proponent.</p> <p>Regarding the movement and handling of dangerous goods, these are matters which are regulated by the Department of Mines, Industry Regulation and Safety.</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>2. Hazardous Materials</p> <p>Given the hazardous nature of the materials handled and the potential, although unlikely, for leaks of materials during an emergency we would like to see appropriate crisis management plans. We are concerned for both our employees and for the 1km radius area as to what will occur in the event of a failure at the plant, as both mercury and sulphur are hazardous materials.</p>	<p>Operations Phase:</p> <p>BMT has only one truck per week of incoming waste and two to three trucks per month of outgoing waste. The truck movements are one way – in via Donaldson Road and out via Burton Place. The employees (7) vehicles will access the site from Donaldson Road. These minimal traffic movements do not warrant a traffic management plan.</p> <p>2. Hazardous Materials</p> <p>BMT has committed to preparing an Emergency Management Plan in conjunction with KIMA and DFES. We will provide information on emergency scenarios to all neighbouring industries that could be affected by</p>	<p>2. Hazardous Materials</p> <p>City Officers note the submitter's concerns regarding the need for an appropriate crisis management plan to be in place for the plant and concerns regarding potential groundwater contamination. Both these</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>Particularly concerned about the potential stockpiling of sulphur. There is no information provided on the management of any stockpiled sulphur in the documentation supplied. Potential air, land and underground water contamination are all concerns of Western Energy. Twice a year we take samples of groundwater from water-wells around our site to monitor the level of metals, chemical and hydro-carbon concentrations in the ground, as per the requirements of our DWER licenses. Our readings have shown that there has been a steady inflow of contamination from sources external to our site as we are sited at the downstream of groundwater flow from the inland to the ocean. We are concerned that the construction of the Mercury Plant will both increase the levels of contaminants collecting on our site, and that clean up of contamination caused by this plant will become our liability as a result of inadequate contamination management.</p>	<p>the scenario. It is not appropriate to share our Crisis Management Plan with other companies as this contains confidential business information.</p> <p>Information on emergency scenarios will be provided to all industries that could be affected by the scenario.</p> <p>BMT does not stockpile sulphur. We may have one sealed drum of sulphur powder in the warehouse. This will be managed in accordance with all dangerous good licence requirements.</p> <p>BMT provided a description of the contamination management controls in the Works Approval application. DWER has</p>	<p>matters will be considered by the DWER as part of their approvals for the development.</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>3. Air Quality</p> <p>Our gas turbine generating plant is quite sensitive to some pollutants in the air and we are concerned about the impact of airborne raw materials and by-products coming from the proposed plant on our generation units. In the event that there were to be a significant release of sulphur coming out of the stack at any time this could have a material adverse impact on our ability to operate the power station and meet our commercial obligations and also dispatch instructions from the grid. This could lead to a large financial loss from costs reserve capacity refunds.</p> <p>The generating plant is run extensively but staff are generally only on site during business hours. We will need an agreed procedure to be in place to advise promptly of any leak of potentially hazardous materials.</p>	<p>assessed the controls that BMT will implement and has not required BMT to conduct any ground water monitoring as the risk of contamination is low.</p> <p>3. Air Quality</p> <p>There is no risk of any amount of sulphur coming from the stack. The modelled emissions (mercury, benzene and hydrogen sulphide) are only a few percent of the guidelines. DWER has assessed the risk of emissions and has proposed licence conditions related to reporting.</p> <p>BMT has committed to using the KIMA radio network and following KIMA protocols for notifications. Perth Energy</p>	<p>3. Air Quality</p> <p>City Officers note the submitter's concerns regarding air quality and emergency management procedures. These are matters which will be considered by the DWER and addressed as part of their approvals for the plant.</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>We note that the plant will have continuous monitoring of exhaust emissions during operation. We assume that appropriate monitoring of any other waste streams will be undertaken in accordance with a formal operating licence.</p> <p>4. Insurance</p> <p>We anticipate that our insurance premiums may increase as a result of the increased likelihood of harm to our personnel, plant and equipment. We would also like to be assured that the proponent will carry adequate insurance both during construction and operations.</p> <p>In summary, Western Energy does not see any insurmountable issues with the construction and operation of this proposed facility assuming that the above matters are appropriately addressed by the developer.</p>	<p>do not use the KIMA radio network, so they will be notified of an emergency situation by telephone if anyone is on site.</p> <p>In relation to appropriate monitoring of other waste streams, BMT advise that DWER is responsible for issuing of the operating licence. BMT will comply with these conditions of the licence.</p> <p>4. Insurance</p> <p>BMT has requested Perth Energy provide us with the reasons why their insurance premiums may increase. They did not have any specific issues other than a general concern around theft by the construction workforce. We have also requested that Perth Energy advise</p>	<p>4. Insurance</p> <p>City Officers note concerns regarding the potential for the proposed development to impact on the submitters insurance premiums and the submitter's request for the developer to have insurance in place. The City is unable to comment on the impact the development may or may not have on any insurance</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
				<p>what actions they consider are appropriate for BMT to take regarding theft.</p> <p>BMT will have adequate insurance during construction and operation. This is a condition of the lease agreement with Landcorp.</p>	<p>premium. The matter of whether the developer has, or will have insurance in place is not a planning consideration which the City can consider or require as part of this development application.</p> <p>Concerns raised regarding potential theft by the construction workforce are a matter for the WA Police, should these issues arise.</p>
4.	<p>Kleenheat Westfarmers LPG Pty Ltd</p> <p>PO Box 194 KWINANA WA 6966</p> <p>Contact: Albert Romano LPG/PNG Production and Engineering Manager</p>	Support	<p>We welcome and support the proponent's development application with the expectation that they:</p> <ol style="list-style-type: none"> 1. Work together with all neighbours to ensure impacts during construction (dust, traffic, speed, etc...) are managed. Specifically, airborne dust will adversely impact large inlet filters at our facility (and neighbours), and such impacts will lead to unexpected costs and potential production losses; 	<p>BMT provide the following response to each of the submitter's expectations.</p> <ol style="list-style-type: none"> 1. These issues will all be addressed by MSP Engineering as the managing contractor for the site in conjunction with the construction contractors. BMT has already committed that these issues will be addressed in the 	<p>Noted.</p> <p>City Officers note the submitter's concerns regarding the potential for the construction phase of development to impact on surrounding properties and to ensure adequate emergency management procedures are in place. These are matters which will be considered by the DWER and addressed as</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
			<p>2. Having a construction workforce nearby our facility, they will need to proactively necessitate an awareness within the construction workforce of our MHF site (and other neighbours), its alarms and actions they will have to take in an emergency.</p> <p>3. Ensure their construction workforce has access to KIMA radio alerts.</p> <p>4. Work together with all neighbours to ensure any potential cross-boundary impacts during plant operations (even low credibility ones) are proactively shared; understood; and have suitable and agreed controls and management plans in place.</p>	<p>construction management plan in our Works Approval application which accompanied the Development Application. This plan will be approved by BMT prior to MSP implementing it on site.</p> <p>BMT acknowledges that neighbouring industries have equipment which is sensitive to airborne dusts. Dust management will be a particular focus of the construction management plan.</p> <p>2. BMT is very aware of the presence of MHF's in the vicinity of the proposed facility. MSP Engineering is currently constructing a facility on the</p>	<p>part of the Works Approval for the development.</p>

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
				<p>northern side of the Kleenheat site and has implemented processes to ensure that the construction workforce is aware of the actions to take in an emergency.</p> <p>3. BMT has applied to become an associate member of KIC, including access to the KIMA radio system. This will be in place throughout the construction phase and operations phase. We have committed in the Works Approval application that we will work with KIMA to ensure that our notifications follow all KIMA requirements.</p> <p>4. As part of the development of our emergency management</p>	

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
				procedures, we will share with KIMA members our potential cross boundary impacts. These have already been assessed by DWER as acceptable.	
5.	APA Group Eastpoint Plaza, Level 5, 233 Adelaide Terrace PERTH WA 6000 Contact: Glenn Skoien Urban Planner	No Objection	The proposed facility will not directly impact APA's easement or assets. On this basis, APA does not object to the proposed, however requests the following advice note be included on any approval issued: Advisory Notes 5. If you are planning or undertaking any physical works on properly containing or proximate to a pipelines, or are seeking details on the physical location of a pipelines, please contact Dial Before you Dig on 1100, or APA directly on APAprotection@apa.com.au .		Noted. City Officers have recommended this advice note be included on the development approval.
6.	Dampier Bunbury Pipeline	No Objection	DBP as the owner and operator of the Wesfarmers LPG lines has no objection		Noted.

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
	<p>Level 6, 12 – 14 The Esplanade PERTH WA 6000</p> <p>Contact: Neil Parry Manager, Land Management Dampier Bunbury Pipeline</p>		<p>to the proposal however, there are technical conditions that will need to be adhered to. DBP would like to provide the following submission in relation to the Mercury Recovery Plant proposal.</p> <ol style="list-style-type: none"> 6. The proponent must submit DBYD notifications prior to any earthworks commencing for the development. 7. The western boundary of the DBNGP corridor is to be surveyed and protected through the placement of temporary bunting prior to any earthworks/site clearing works commencing. The bunting is to extend along the corridor boundary to prevent earthworks/activity from encroaching into the corridor. A DBP Third Party Works officer will attend site to inspect the fence prior to any earthworks/site clearing works commencing. 		<p>City Officers have recommended these advice notes be included on the development approval.</p>
7.	Department of Water and	Comments Provided	The proposed plant will become prescribed under Category 39 –		Noted.

SCHEDULE OF SUBMISSIONS
ATTACHMENT L – DA9105 – Proposed Hazardous Industry

	Submitter	Overall object / support / neutral	Summary of Submission	Proponent response	City response
	<p>Environmental Regulation</p> <p>168 St Georges Terrace PERTH WA 6000</p> <p>Contact: Teresa Gepp Planning and Advice Coordinator</p>		<p>Chemical or oil recycling and Category 61A – Solid waste facility, as per the Environmental Protection Regulations 1987. The EP Act 1986 requires a works approval to be obtained before constructing a prescribed premises.</p> <p>DWER received an application for a works approval for the development on 29 August 2017. The application has been assessed and a draft works approval has been provided to the applicant for comment. Note that a works approval may not be granted until such time as planning approval is in place.</p> <p>No commissioning is proposed or authorised under the draft Works Approval. Commissioning and operations will be approved under a licence if applied for. An application for a licence can be made once the Works Approval Holder has demonstrated compliance with the Works Approval. Operational stack emissions to air, residual waste disposal and fugitive spilling will be regulated under a licence.</p>		<p>The City is aware of that the applicant has applied for a Works Approval from the DWER, which will address and regulate emissions and operations generated by the plant.</p>

16 Reports – Civic Leadership

16.1 2018 Review of Council Policies relating to Elected Members

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

A review of Elected Member Council Policies has been undertaken by City Officers as part of an annual review and it is recommended that no changes be made to the following Council Policies:

1. Elected Members – Photographs
2. Elected Members and Officers Representing Council or the City as Delegates
3. Honorary Freeman and Freeman

It is recommended that Council adopt the amendments proposed to the following Council Policies:

1. Elected Members and Chief Executive Officer Training and Development
 - a) Include the Chief Executive Officer to the scope of who the Policy applies to. Chief Executive Officer requests are recommended to be approved by the Mayor if the criteria outlined in the Policy are satisfied.
 - b) Include study tours in the event definition.
 - c) Maximum number of Elected Members does not apply to study tours.
 - d) Stating that the cost of Training and Development relates only to the amount incurred by the City.
 - e) Include restrictions when an Elected Member's term of office expires within two calendar months and a request for payment of professional memberships will only be granted for the days of the membership period year the Elected Member holds office.
 - f) Remove the accompanying person being covered by the City for conference dinners and functions. This will be at the expense of the Elected Member.
 - g) Delete Attachment – Training and Development Report. The Elected Member will be required to provide a written report to other Elected Members in a format that is reasonable.
2. Advocacy and Lobbying
 - a) Include the Chief Executive Officer to the scope of who the Policy applies to.
 - b) Change the format to the latest version of the Policy template.
3. Elected Members Allowances, Expenses and Gifts
 - a) Remove printer, annual diary and filing cabinet from Policy.
 - b) Elected Members to choose between a laptop or iPad.
 - c) Change support contact details to the Council Administration Officer.
 - d) Include that the City will reimburse an Elected Member their child care costs whilst attending meetings representing Council other than a Council meeting or a meeting of a Committee.
 - e) Add a maximum value of \$200 for the purchase of briefcase or similar.

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

- f) Update insurance wording based on advice from Local Government Insurance Services (LGIS) and the current insurance cover the City holds.
- g) Include the Chief Executive Officer in accompanying person for stakeholder annual dinners and award events when representing the City and this must be approved by the Mayor.

OFFICER RECOMMENDATION:

That Council:

1. Approve the amendments to the following Elected Member Council Policies, as detailed in Attachment A:
 - Elected Members and Chief Executive Officer Training and Development
 - Advocacy and Lobbying
 - Elected Members Allowances, Expenses and Gifts
2. Note that a review was undertaken and no amendments are required to the following Elected Member Council Policies, as detailed in Attachment A:
 - Elected Members – Photographs
 - Elected Members and Officers Representing Council or the City as Delegates
 - Honorary Freeman and Freeman

DISCUSSION:

A copy of the policies are detailed in Attachment A with the proposed amendments highlighted in green and the proposed deletions with strikethroughs.

Elected Members and Chief Executive Officer Training and Development

The recommended changes include:

- The Policy to include the Chief Executive Officer in sections of the Policy.
- That study tours be included.
- Further clarification regarding an accompanying person request included at Section 5.1(e) and that the Elected Member is to incur all costs associated with an accompanying person attending an event.
- Section 5.3, Professional Membership and Attendance – Interstate and Intrastate Restrictions, now include points 5.3.2 and 5.3.3.
- That the *State Public Service Award 1992* be reflected uniformly throughout the Policy.
- Section 5.5, Expenses, now include point 5.5.7.
- Sections 5.6.1, 5.6.2 and 5.6.3 be deleted from Section 5.6, Accompanying persons/entertainment costs, to reflect updates at Section 5.1(e)
- Section 5.7, Acquittal of Expenses, now includes point 5.7.4.
- Minor changes to formatting

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

Advocacy and Lobbying

The recommended changes include:

- Additional detail added to Section 3, Scope.
- Minor updates to Section 4, Responsibilities, mainly to name and title references.
- Removal of the Community Health and Wellbeing Plan and Sustainable Water Management Plan from Section 5.1, Priority areas.

Elected Members Allowances, Expenses and Gifts

The recommended changes include:

- Updates to Section 5.5.1, ICT Equipment and Office Supplies.
- That Council Administration Officer replace any reference to Governance Team or Officer throughout the Policy.
- Section 5.3.2, Child care costs, include Section 5.3.2.2
- Section 5.4.1(a) include a monetary value limit of \$200.
- Section 5.4.1(c) and (g) be deleted and the appropriate changes made to the section references made.
- Section 5.4.2, Insurance be updated at all sub sections.
- Section 5.4.5, Accompanying Person on Official City Business, be updated to include the Chief Executive Officer.

The following Council Policies were reviewed and no amendments are proposed:

- Elected Members – Photographs
- Elected Members and Officers Representing Council or the City as Delegates
- Honorary Freeman and Freeman

LEGAL/POLICY IMPLICATIONS:***Local Government Act 1995******2.7. Role of council***

- (1) *The council —*
- (a) *governs the local government's affairs; and*
 - (b) *is responsible for the performance of the local government's functions.*
- (2) *Without limiting subsection (1), the council is to —*
- (a) *oversee the allocation of the local government's finances and resources; and*
 - (b) *determine the local government's policies.*

5.98. Fees etc. for council members

- (1A) *In this section —*
determined *means determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B.*
- (1) *A council member who attends a council or committee meeting is entitled to be paid —*
- (a) *the fee determined for attending a council or committee meeting; or*
 - (b) *where the local government has set a fee within the range determined for council or committee meeting attendance fees, that fee.*

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

- (2A) A council member who attends a meeting of a prescribed type at the request of the council is entitled to be paid —
 - (a) the fee determined for attending a meeting of that type; or
 - (b) where the local government has set a fee within the range determined for meetings of that type, that fee.
- (2) A council member who incurs an expense of a kind prescribed as being an expense —
 - (a) to be reimbursed by all local governments; or
 - (b) which may be approved by any local government for reimbursement by the local government and which has been approved by the local government for reimbursement, is entitled to be reimbursed for the expense in accordance with subsection (3).
- (3) A council member to whom subsection (2) applies is to be reimbursed for the expense —
 - (a) where the extent of reimbursement for the expense has been determined, to that extent; or
 - (b) where the local government has set the extent to which the expense can be reimbursed and that extent is within the range determined for reimbursement, to that extent.
- (4) If an expense is of a kind that may be approved by a local government for reimbursement, then the local government may approve reimbursement of the expense either generally or in a particular case but nothing in this subsection limits the application of subsection (3) where the local government has approved reimbursement of the expense in a particular case.
- (5) The mayor or president of a local government is entitled, in addition to any entitlement that he or she has under subsection (1) or (2), to be paid —
 - (a) the annual local government allowance determined for mayors or presidents; or
 - (b) where the local government has set an annual local government allowance within the range determined for annual local government allowances for mayors or presidents, that allowance.
- (6) A local government cannot —
 - (a) make any payment to; or
 - (b) reimburse an expense of, a person who is a council member or a mayor or president in that person's capacity as council member, mayor or president unless the payment or reimbursement is in accordance with this Division.
- (7) A reference in this section to a committee meeting is a reference to a meeting of a committee comprising —
 - (a) council members only; or
 - (b) council members and employees.

5.98A. Allowance for deputy mayor or deputy president

- (1) A local government may decide to pay the deputy mayor or deputy president of the local government an allowance of up to the percentage that is determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B of the annual local government allowance to which the mayor or president is entitled under section 5.98(5).
- (2) An allowance under subsection (1) is to be paid in addition to any amount to which the deputy mayor or deputy president is entitled under section 5.98.

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

5.99. Annual fee for council members in lieu of fees for attending meetings

A local government may decide that instead of paying council members a fee referred to in section 5.98(1), it will instead pay all council members who attend council or committee meetings —

- (a) the annual fee determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B; or*
- (b) where the local government has set a fee within the range for annual fees determined by that Tribunal under that section, that fee.*

5.99A. Allowances for council members in lieu of reimbursement of expenses

(1) A local government may decide that instead of reimbursing council members under section 5.98(2) for all of a particular type of expense it will instead pay all eligible council members —*

- (a) the annual allowance determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for that type of expense; or*
- (b) where the local government has set an allowance within the range determined by the Salaries and Allowances Tribunal under the Salaries and Allowances Act 1975 section 7B for annual allowances for that type of expense, an allowance of that amount, and only reimburse the member for expenses of that type in excess of the amount of the allowance.*

(2) For the purposes of subsection (1), a council member is eligible to be paid an annual allowance under subsection (1) for a type of expense only in the following cases —

- (a) in the case of an annual allowance that is paid in advance, if it is reasonably likely that the council member will incur expenses of that type during the period to which the allowance relates;*
- (b) in the case of an annual allowance that is not paid in advance, if the council member has incurred expenses of that type during the period to which the allowance relates.*

5.100. Payments for certain committee members

(1) A person who is a committee member but who is not a council member or an employee is not to be paid a fee for attending any committee meeting.

(2) Where —

- (a) a local government decides that any person who is a committee member but who is not a council member or an employee is to be reimbursed by the local government for an expense incurred by the person in relation to a matter affecting the local government; and*
- (b) a maximum amount for reimbursement of expenses has been determined for the purposes of section 5.98(3)(b), the local government must ensure that the amount reimbursed to that person does not exceed that maximum.*

FINANCIAL/BUDGET IMPLICATIONS:

The financial/budget implications associated with this report are able to be accommodated within the current budget.

With regards to Advocacy and Lobbying each financial year the Council set a budget to ensure that there are sufficient funds to advocate and lobby for their priorities.

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS**ASSET MANAGEMENT IMPLICATIONS:**

There are no asset management implications related to this report

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications related to this report.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan 2017 - 2022	Civic Leadership	5.1 An active and engaged Local Government, focussed on achieving the community's vision

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report

RISK IMPLICATIONS:

The risk implications in relation the policies listed in this report are as follows:

Policy – Elected Members and Chief Executive Officer Training and Development

Risk Event	Poor decision making because of inadequate training and development.
Risk Theme	Ineffective employment practices.
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Strategic
Consequence	Major
Likelihood	Likely
Rating (before treatment)	High

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Provide an adequate Policy allowing adequate training and development opportunities for elected members and the Chief Executive Officer.
Rating (after treatment)	Low

Policy – Advocacy and Lobbying

Risk Event	The City does not engage in advocacy and lobbying to assist in establishing partnerships, networking or promoting the interests developed through the Strategic Community Plan and/or, Corporate Business Plan
Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Provide a Policy that details Council's requirements in regard to advocacy and lobbying.
Rating (after treatment)	Low

16.1 2018 REVIEW OF COUNCIL POLICIES RELATING TO ELECTED MEMBERS

COUNCIL DECISION

150

MOVED CR W COOPER

SECONDED CR M ROWSE

That Council:

1. **Approve the amendments to the following Elected Member Council Policies, as detailed in Attachment A:**
 - **Elected Members and Chief Executive Officer Training and Development with the following changes being that:**
 - i) **The budget allocation be increased to \$4,000 in 5.2.2(a)(iii) and 5.2.2(b)(iv)**
 - ii) **The budget allocation be increased to \$4,000 in 5.2.3(a)(iii) and 5.2.3(b)(iv)**
 - iii) **The budget allocation for an Elected Member in their first two years of their term of office increase to \$2500.**
 - iv) **Include in 5.3.2 that Elected Members can attend an event at their own expense if they only have two calendar months of their term of office remaining**
 - **Advocacy and Lobbying**
 - **Elected Members Allowances, Expenses and Gifts**
2. **Note that a review was undertaken and no amendments are required to the following Elected Member Council Policies, as detailed in Attachment A:**
 - **Elected Members – Photographs**
 - **Elected Members and Officers Representing Council or the City as Delegates**
 - **Honorary Freeman and Freeman**

**CARRIED
7/0**

NOTE – That the Officer Recommendation has been amended at point 1, to include additional points, following approved amendments made to the Elected Members and Chief Executive Officer Training and Development Policy.

Council Policy

Elected Members and Chief Executive Officer Training and Development



Council Policy Elected Members and Chief Executive Officer Training and Development	D14/82821[v2]
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1. Title

Elected Members and Chief Executive Officer Training and Development.

2. Purpose

The purpose of this policy is to –

- (a) ~~The purpose of this policy is to~~ provide access to training and development by Elected Members **and the Chief Executive Officer** in order to enhance their knowledge, representation and decision making ability; and
- (b) ~~To~~ encourage Elected Members **and the Chief Executive Officer** to attend training and development in order to enhance their knowledge, develop their skills and decision making ability.

3. Scope

3.1 Eligible Events

3.1 Events to which this policy applies are generally limited to those coordinated and/or run by either:

- (a) The Australian or Western Australian Local Government Associations (ALGA / WALGA).
- (b) The major professional bodies associated with local government.
- (c) Accredited organisations offering training **relevant** to the role and responsibilities of Elected Members **and the Chief Executive Officer**.
- (d) Other local government specific events where the Chief Executive Officer or Council is of the opinion attendance would benefit the Elected Members, **Chief Executive Officer** and the City.
- (e) **Study tours, arranged by the City or by a third party, where there is a benefit to Council for Elected Members and/or the Chief Executive Officer to attend.**

3.2 Professional Membership

In addition to eligible events, Elected Members may elect to utilise a portion of their budget allocation for Professional Membership. Professional Membership must relate to their role as an Elected Member in local government and be approved by the Chief Executive Officer.

4. Definitions

Event means conferences, seminars, forums, workshops, courses, study tours, information training sessions and other like events conducted within Australia and internationally.

5. Policy Statement

5.1 Request for Attendance

Elected Members or the Chief Executive Officer who wish to attend an event may make application by completing a training and development application form (~~Attachment "A"~~) detailing the following:

- (a) Title, location and dates
- (b) Program
- (c) Anticipated benefits to the City from attendance
- (d) Total estimated costs including accommodation, travel and sundry expenses.
- (e) If applicable, name of accompanying person requesting to attend an official event dinner which the Elected Member will be responsible for payment of. The City will arrange the booking of the accompanying person; however, the payment of the accompanying person must be made by the Elected Member (refer to section 8 of this Policy for further details).

All applications are to be forwarded to the Chief Executive Officer in reasonable time to meet the event registration deadline, and preferably to meet any 'early bird' registration deadline. Approvals in respect to the Chief Executive Officer must be forwarded to the Mayor.

5.2 Attendance Approval

5.2.1 Conditions for granting approval include:

- (a) Generally, no more than two Elected Members may attend a particular event outside Western Australia at the same time, unless Council has resolved for additional Elected Members to attend. If the Mayor requests the Chief Executive Officer to attend, this will be in addition to the maximum number of Elected Members attending. The maximum number of two Elected Members attending an event outside of Western Australia does not apply to study tours. All Elected Members are entitled to attend a study tour if they meet the conditions set out in 5.2.2 and section 6 of this Policy.
- (b) That approval of attendance at events does not impede a quorum at any scheduled Council or Committee meetings.

5.2.2 Approval for Elected Members attendance may be granted by:

- (a) The Chief Executive Officer where the:
 - (i) Application complies with this policy;
 - (ii) Event is to be held within Australia or New Zealand; and
 - (iii) Estimated expenses incurred by the City for each participant-event are less than \$4000 per Elected Member.
- (b) Resolution of Council; where the:

- (i) Application does not comply with this policy;
- (ii) Estimated event expenses exceed the available balance of the Elected Member's annual expense allocation;
- (iii) Event is to be held outside of Australia or New Zealand; or
- (iv) Estimated expenses incurred by the City for each participant-event are greater than \$4000 per Elected Member.

5.2.3 Approval for the Chief Executive Officer attendance may be granted by:

- (a) The Mayor where the:
 - (i) Application complies with this policy;
 - (ii) Event is to be held within Australia or New Zealand; and
 - (iii) Estimated expenses incurred by the City for each event are less than \$4000.
- (b) Resolution of Council; where the:
 - (i) Application does not comply with this policy;
 - (ii) Estimated event expenses exceed the available balance of the Chief Executive Officer's annual expense allocation;
 - (iii) Event is to be held outside of Australia or New Zealand; or
 - (iv) Estimated expenses incurred by the City for each event are greater than \$4000.

5.3 Professional Membership and Attendance – Interstate and Intrastate Restrictions

5.3.1 An Elected Member or the Chief Executive Officer who has failed to fulfil the obligations of this Policy in attending a prior event, namely;

- (a) Acquittal of cash advance expenditure in accordance with Clause 5.7 5-9; or
- (b) Provision of a report arising from attendance at an interstate event, in accordance with Clause 5.8 5-10;

is ineligible to attend any future event unless authorisation is granted by an absolute majority of Council.

5.3.2 Elected Members who only have two calendar months of their term of office remaining are not eligible to attend events. Elected Members can attend an event at their own expense if they only have two calendar months of their term of office remaining.

5.3.3 Elected Members who request professional membership to be paid in a financial year that their term of office expires will only have the proportion paid for the days of the membership period they hold office.

5.4 Event Registration and Bookings

Air fares, conference registration fees and accommodation are to be arranged directly by the City. Delegates are not to pay such costs and seek reimbursement, except in the case of an emergency or unique circumstances, following the approval of either the Mayor or the Chief Executive Officer. In respect to an application by the Chief Executive Officer approval of the Mayor will be required.

5.5 Expenses

Subject to approval being granted to attend an event, by the Mayor (in the case of the applicant being the Chief Executive Officer), Chief Executive Officer or Council as applicable, the following expenses are to be met:

5.5.1 Travel

Where travel is involved, the actual cost of travel to and from the event venue are to be met by the City for the respective Elected Member or the Chief Executive Officer.

- (a) All air travel is to be by Economy Class (unless otherwise provided for by Council Policy) at a time that is convenient to the Elected Member or the Chief Executive Officer. As far as is practicable, advantage should be taken of any available discount fares including advance purchased fares. Upgraded seats can be secured at the Elected Member or the Chief Executive Officer's cost (noting that the cost difference is to be determined as the amount between the lowest discounted economy fare available and the upgraded cost).
- (b) Airline tickets purchased are to be insured to enable the ticket purchase price to be refunded, on occasions whereby a delegate is unable to travel.
- (c) Where in particular circumstances an Elected Member desires to travel interstate or intrastate by private motor vehicle, they are to be reimbursed for vehicle costs in accordance with the State Public Service Award 1992, but only up to an equivalent amount that would have been expended had arrangements been made to travel by air.

5.5.2 Registration

Registration fees may include, where applicable, event registration, Conference program dinners, technical tours and accompanying workshops identified within the event program.

5.5.3 Accommodation

Reasonable accommodation for the Elected Member or the Chief Executive Officer for a room at or in close proximity to the event venue. Allowance for delegates to arrive the day prior to the start of the event and depart the day following the close of the event are acceptable if it is not reasonable to expect travel to occur on the days of the conference.

Should an Elected Member or the Chief Executive Officer wish to upgrade their accommodation standard or extend their visit for personal reasons not associated with approved City business, all extended stay and additional costs associated with that stay are to be met by the Elected Member or the Chief Executive Officer (including any additional airfare costs).

5.5.5 Meals and Incidental Expenses

Funding for meals and incidental expenses is to be provided in accordance with the State Public Service Award 1992 conditions of service and allowances.

- (a) Meals expenses are to be interpreted as reasonable expenses incurred for the purchase of breakfast, lunch and dinner where these are not provided at the event or in travel. The extent to which an Elected Member or the Chief Executive Officer can be reimbursed for intra state or interstate travel and accommodation costs is at the same rate applicable to reimbursement of travel and accommodation costs in the same or similar circumstances under the State Public Service Award 1992. The cash advance is stated in clause 5.7 section 7.6, in which the Elected Member or Chief Executive Officer must acquit the expenditure against the advance and refund any cash advance not used.

Note: When meals are included and have been paid for as part of the registration fee or accommodation costs, claims for alternative meals at venues other than the event is not to be paid by the City.

- (b) Incidental expenses are to be interpreted as reasonable expenses incurred by the delegate for telephone calls, newspapers, laundry, public transport and sundry food and beverages.
- (c) In accordance with the State Public Service Award 1992, the current cash advance of \$128 per day for interstate or international travel, and \$93 for intrastate travel, will be made to cover meals, incidental expenses and intra-City transport as mentioned in 7.4(a) and (b). The advance can be sought by the delegate prior to departure for the event. These expenses are to be reconciled, and any cash advance not used must be refunded to the City, within seven working days of return (with receipts provided). The cash advance is broken down accordingly:

Meal	Perth	Interstate/International
Breakfast	16.30	21.20
Lunch	16.30	33.20
Dinner	46.50	52.20
Incidentals	14.55	21.70
Total \$	93.65	128.30

5.5.6 Transport

Transport to and from the airport and necessary intra-City movement is via taxi, or any other more cost effective reasonable alternatives are to be provided for by the City. Please note, that cab charges are available from the Executive Assistant to the Chief Executive Officer.

5.5.7 Travel Insurance – Intrastate, Interstate and International

Elected Members and the Chief Executive Officer may be covered by the City's travel insurance for the duration of their travel, however it may not be adequate for their own personal level of health and eligibility.

Any Elected Member or the Chief Executive Officer should make themselves familiar with the conditions of the City's Corporate Travel

Insurance Policy and Schedule so that the City and/or the delegates can make any alternative decisions and arrangements if need be regarding the intended travel.

5.6 Accompanying persons/entertainment costs

~~5.6.1 Where an Elected Member chooses to invite an accompanying person to attend a conference event where the Elected Member is representing the City in an official capacity, the City is to fund that person's attendance at the official conference dinner (one invitee only, at one dinner only, for each event).~~

~~5.6.2 The City, where it may be reasonably facilitated, organise the arrangements for travel, accommodation and registration of an accompanying person to attend a conference event.~~

~~The relevant Elected Member is responsible for all costs associated with arrangements for the accompanying person, including penalties for cancellation or amendment of bookings if required, such costs are to be reimbursed to the City of within a seven day period of them being incurred.~~

~~5.6.3 The City is not to reimburse or fund any other expenses incurred by an accompanying person.~~

Elected Members are responsible and will be required to pay all costs associated with an accompanying person attending an event (including conference dinners and functions). The City may register the accompanying person to an event dinner or function and organise the arrangements for travel, accommodation and registration, however all costs must be incurred by the Elected Member including penalties for cancellation or amendment of bookings.

5.7 Acquittal of Expenses

Although receipts cannot always be obtained, every reasonable attempt should be made to do so to support acquittal of expenses and claims for reimbursement.

5.7.1 Attendees are to, within seven working days of return from the event, provide a complete daily breakdown of expenditure relating to the cash advance and other out of pocket expenses, itemising individual purchases, and where possible supported by receipts. Any surplus funds from the cash advance is to be returned at the same time.

5.7.2 Claims for valid event related expenditure, in excess of the cash advance is only to be considered for payment when full details and receipts are provided.

5.7.3 Elected Members failing to acquit expenses in accordance with this policy are to have the full value of the cash advance deducted from the next monthly payment of their meeting attendance fees.

5.7.4 Acquittals not completed by the Chief Executive Officer in accordance with this Policy are to be invoiced to the Chief Executive Officer.

5.8 Sharing of Knowledge

Within a reasonable time (the period of time is not to exceed 30 days) of attendance at an interstate event the Elected Member or the Chief Executive Officer is to provide a written report or presentation (including copies of conference papers where appropriate) concerning the event for the

information of other Elected Members and for the City records. (Attachment B).

The Chief Executive Officer is to ~~cause a copy of that report to be distributed~~ the report to all other Elected Members.

6. Financial/Budget Implications

6.1 To enable attendance by Elected Members or the Chief Executive Officer at events, the following is to be considered when preparing the budget annually:

(a) A budget allocation of \$4000 per Elected Member and the Chief Executive Officer to cover costs associated with attendance at events relevant to the role and responsibilities of an Elected Member a Councillor or Chief Executive Officer that may include in a financial year any combination of the following:

- (i) One interstate / New Zealand event;
- (ii) The annual WALGA Convention, ~~inclusive of, where requested, the Elected Member partner's attendance at the convention dinner;~~
- (iii) Metropolitan / intrastate events;
- (iv) Accredited training;
- (v) International event; and/or
- (vi) Study tour

(b) Elected Members, in addition to that referred to in paragraph (a) above, are entitled to a further allocation of \$2500 per year in the first two years of their term of office when training needs are highest for governance and general local government familiarity (this amount cannot be carried forward).

6.2 Elected Members or the Chief Executive Officer are to only be registered for an event if the Elected Member or the Chief Executive Officer has sufficient funds in their annual expense allocation to meet the costs, unless Council resolves ~~by an absolute majority~~ that attendance by that Elected Member or the Chief Executive Officer would be of specific benefit to the City and resolves to allocate additional funding, or the Elected Member or Chief Executive Officer funds any shortfall.

6.3 The maximum carried forward amount of unspent allocation from previous years is to be no more \$2000 for each Elected Member and the Chief Executive Officer.

7. Asset Management Implications

There are no specific asset management implications associated with this policy.

8. Environmental Implications

There are no specific environmental implications associated with this policy.

9. Strategic/Social Implications

Corporate Business Plan 2017 - 2022

Objective 5.14 Develop and implement training and development programs/activities that meet current and future skills and competency needs.

10. Occupational Safety and Health (OSH) Implications

There are not specific OSH implications associated with this policy.

11. Risk Assessment

A risk assessment conducted as part of the policy review has indicated that the risk to the City by poor decision making by Elected Members and the Chief Executive Officer as a result of inadequate training and development would result in a risk rating of high.

It is assessed that the risk rating following the implementation of this Policy would reduce the risk rating to low.

12. References

Name of Policy	Elected Members and Chief Executive Officer Training and Development
Date of Adoption and resolution No	21/07/2012 #163
Review dates and resolution No #	26/02/2014 #104 12/11/2014 #304
Next review date due	12/11/2016
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Strategy
Department	Governance and Civic Services
Related documents	<p>Acts/Regulations Local Government Act 1995</p> <p>State Public Service Award 1992</p> <p>Plans/Strategies Corporate Business Plan 2016 – 2021</p> <p>Policies Nil</p> <p>Work Instructions D10/3923[v5] – GCS - WI 04 – Elected Members Expenses</p> <p>Other documents D15/37523[v3] – Code of Conduct Clause 6.2 – Travelling and sustenance expenses</p> <p>D12/48178[v5] – Elected Members Training and Development Application</p> <p>D14/87288[v2 – Elected Members Training and Development Report</p>

Note: Changes to References may be made without the need to take the policy to Council for review.

Council Policy

Advocacy and Lobbying



Council Policy

Advocacy and Lobbying

D16/40746[v2]

1. Title

Advocacy and Lobbying

2. Purpose

To establish a framework that sets out how Council will work across the municipality and the region by advocating, informing and partnering with national, state, regional and local stakeholders to meet the needs of the community.

3. Scope

This Policy identifies how Council should engage in advocacy and lobbying activities to assist in establishing partnerships, networking, pursuing and promoting opportunities for the City of Kwinana in line with the Strategic Community Plan. **This Policy applies to Council and the Chief Executive Officer and outlines the reporting requirements of these activities.**

4. Responsibilities

Mayor

The role of the Mayor includes being a key community leader and the principal Council spokesperson **of the City of Kwinana**. The Mayor is to establish partnerships, network and actively promote Council's interests where opportunities arise.

Elected Members

The role of Elected Members is to represent their community, advocate on their behalf to various stakeholders and government bodies and work towards delivering the vision of the City of Kwinana. Elected Members are a valuable link between the community and the local government, and play a key role in communicating messages to the community.

Chief Executive Officer and Directors

The role of the Chief Executive Officer and Directors is to ensure the advocacy priorities have strong business cases, establish and facilitate partnerships with key stakeholders and work with the Elected Members to promote the opportunities within the City of Kwinana.

City of Kwinana City Officers ~~Business Units/Departments~~

The role of **City Officers** ~~the departments~~ is to ensure the advocacy priority areas and implementation of the strategies are well communicated with the community, stakeholders, and the media, ensuring messages are reaching the audiences needed to create change as well as listening to the community and stakeholders around key issues.

5. Policy Statement

5.1 Priority areas

Through the development of the City's Plans, including the Strategic Community Plan and Corporate Business Plan, ~~Community Health and Wellbeing Plan and~~

~~Sustainable Water Management Plan~~, a number of key priorities have been identified which are recognised as having particular strategic importance for the future of the City. Key priority areas for advocacy are:

- Affordable housing
- Integrated transport
- Health services
- Mental health services for young people
- Employment and economic development
- Provision of education and teaching facilities
- Managing urban consolidation
- Climate change and environmental sustainability
- Safety and security

5.2 Advocacy and Lobbying Activities

The following advocacy and lobbying activities could include, but are not limited to:

1. Breakfast/lunch/dinner with Member of Parliament (State or Federal) or candidate that the City of Kwinana has an interest in networking with to achieve a priority advocacy action.
2. Any event where a key stakeholder will be present that the City of Kwinana can network with.
3. Stationery and advocacy materials that will assist in communicating the priority advocacy actions.
4. Attendance at an event or function where Council can show their support to stakeholders that are aligned to Council's position on issues.

5.3 Application:

Where there is a cost to attend such events, it is recommended that a maximum of two City of Kwinana representatives attend an activity. Given the role of the Mayor, it is expected that they will generally represent the City at such activities. There may be circumstances where there may be more than two City of Kwinana representatives at a fee paying function and this approval will be at the discretion of the Chief Executive Officer.

The following conditions apply:

1. The Mayor will receive requests from Elected Members **and the Chief Executive Officer**, and the Chief Executive Officer will receive requests from City Officers, regarding whether the City of Kwinana should be present at an advocacy activity that provides an opportunity to promote a current priority that requires lobbying for support by local, state and/or federal stakeholders.
2. The Mayor and Chief Executive Officer will discuss the benefits of attending and discuss the most appropriate representatives to attend the activity with the Mayor, which in most cases will be the Chief Executive Officer. In the case where the Mayor and/or the Chief Executive Officer are not available to attend or believe another person should represent the City, the Mayor and the Chief Executive Officer will discuss the representatives who will represent the City of Kwinana.
3. Notification to all Elected Members of the intention to attend an advocacy and lobbying activity will be sent via email by either the Mayor or the Chief Executive Officer and will include:
 - a) Date of event;
 - b) Cost;
 - c) Who will be attending from the City of Kwinana;
 - d) Reason for attending and stakeholder/s that will be present; and
 - e) Priority area the activity will address
4. There may be a requirement from time to time to use some of the allocated budget to produce materials to assist with lobbying and advocacy. Where this is required, notification will be provided to all Elected Members of the intention to

use funds for this purpose outlining the priority area and when the materials will be used.

6. Financial/Budget Implications

Each financial year Council will set a budget to ensure there are sufficient funds to advocate and lobby for their priorities. During a financial year, where there are insufficient funds to proceed with an advocacy action, Council can approve a budget variation, through its Council Meeting process.

7. Asset Management Implications

There are no asset management implications associated with this Policy.

8. Environmental Implications

There are no environmental implications associated with this Policy.

9. Strategic Implications

The Policy assists in delivering the objectives of the Strategic Community Plan 2017-2027.

10. Occupational Safety and Health Implications

There are no OSH implications associated with this Policy.

11. Risk Assessment

A risk assessment must be performed as part of the Council Policy review and the information as detailed in the Council report. Risk events and risk ratings will change and it is the responsibility of the relevant Directorate to ensure risk is reviewed regularly.

12. References

Name of Policy	Advocacy and Lobbying
Date of Adoption and resolution No	13 July 2016 Resolution #268
Review dates and resolution No #	
Next review due date	April 2020
Legal Authority	Not applicable
Directorate	City Strategy

Council Policy

Elected Members Allowances, Expenses and Gifts



Council Policy

Elected Members Allowances, Expenses and Gifts

D14/82819[v6]

1. **Title**
Elected Members Allowances, Expenses and Gifts
2. **Purpose**
To outline the support that is to be provided to Elected Members through the payment of allowances, reimbursement of expenses incurred, insurance cover and supplies provided in accordance with the Local Government Act 1995 while performing the official duties of office.
3. **Scope**
Elected Members should take care to differentiate between expenditure incurred in their private capacity and expenditure necessary to fulfil their role as an Elected Member. Reimbursement is to be made for expenses outlined in the Policy.
4. **Definitions**
Nil
5. **Policy Statement**
 - 5.1 **Allowances:**
 - 5.1.1 **Mayoral Allowance**
The Mayor is to receive the maximum annual local government allowance allowed under the Salaries and Allowances Act 1975.
 - 5.1.2 **Deputy Mayoral Allowance**
The Deputy Mayor is to receive the maximum annual local government allowance allowed under the Salaries and Allowances Act 1975.
 - 5.1.3 **Annual Meeting Attendance Fees**
The Mayor and Councillors (Elected Members) are to receive the maximum annual local government meeting attendance fee allowed under the Salaries and Allowances Act 1975. This annual fee is provided on the principle that each Elected Member regularly attends meetings of Council and Committees to which they are appointed and carry out other responsibilities of the office.
 - 5.1.4 **ICT Allowance**
The Elected Members are to receive the maximum annual local government information and communications technology allowance. As a minimum, Elected Members are to provide:
 - at least one telephone access point for City and community access, and a mobile phone, inclusive of voice message recording capacity.
 - a fully functioning internet connection which allows them to access emails, perform any necessary research and keep

abreast of current and contentious issues in regard to their role as an Elected Member.

- consumables for computer equipment and internet, fax, phone, and mobile usage (such as printing cartridges, paper).

This allowance is designed to meet all Council related call costs and all other relevant telecommunication costs, including relevant hardware to use a telephone, mobile phone, and the internet.

1.5 Payments

The amount of an Elected Members entitlement to an annual attendance fee or annual allowance specified in this Policy shall be apportioned on a pro rata basis according to the portion of a year that the person holds office as an Elected Member and is eligible for the relevant annual attendance fee or annual allowance. All payments will be in arrears and paid monthly on the 5th day of the following month.

5. 2. Information and Communication Equipment

5.2.1 ICT Equipment and Office Supplies

- a) The City is to make available to all Elected Members, for use during their term of office, a suitably equipped laptop or iPad for the conduct of Council related business, which is in line with the standard IT product the City uses within the organisation at the date of request.

- ~~b) As well as a laptop, the City is to make available to all Members, for use during their term of office, an Ipad and/or printer. The equipment must be in line with the standard product that the City uses within the organisation at the date of request and the Elected Member can choose for the Ipad to have 3G capabilities.~~

~~The Elected Member can request a printer up to the value of \$300. The City does not provide other hardware required to meet their communication needs, such as modems, internet sticks, and handsets, as outlined in section 1.4 of this Policy.~~

A request to purchase a laptop or iPad will be submitted to the Chief Executive Officer, and the purchase must be made by the City. No reimbursement to Elected Members will be made for this hardware. All equipment must be for Council business only.

- c) If the standard equipment provided by the City does not suit the Elected Member requirements, the Elected Member must, at their own expense, purchase the preferred equipment, and maintain the equipment that will best suit their requirements. No reimbursement can be claimed.

Notes:

Electronic equipment that is provided by the City remains the property of the local government and is to be returned by the Elected Member if no longer required, their term has expired and they are not re-elected, or it requires replacement.

It is expected that Elected Members are to make every effort to utilise their electronic equipment, in lieu of paper documents for attendance at meetings etc.

Personal computers and associated equipment that is provided by the City is to be offered to the Elected Member for purchase at the depreciated value of the equipment at the expiry of their term of office, or at other times as approved by the Chief Executive Officer. No City property is to be disposed of without prior approval of the Chief Executive Officer.

5.2.2 Maintenance of equipment

- a) At all times during an Elected Member's term, the City is to provide and make provision for the ongoing maintenance of the supplied equipment referred to in clause 5.2.1 of this Policy with all maintenance costs being met by the City. The City will not provide ongoing maintenance to equipment that has been purchased by the Elected Member.
- b) In the event of a malfunction of the equipment the Elected Member is to contact, during business hours, **the Council Administration Officer** ~~a Governance staff member or designated service provider~~, who is to coordinate the attendance of maintenance personnel.
- c) Under no circumstances should Elected Members undertake repairs or maintenance to City equipment without the express permission of the Chief Executive Officer.

5.3. Reimbursable Expenses

5.3.1 Travelling Expenses

Elected Members are to be reimbursed for travelling expenses incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) in the performance of the official duties of their office, subject to:

5.3.1.1 Claims being related to travel to a destination from their normal place of residence or work and return in respect to the following:

- (a) Council meetings, civic functions, citizenship ceremonies or briefings called by either Council, the Mayor and/or the Chief Executive Officer;
- (b) Committees to which the Elected Member is appointed a delegate or in the circumstance an Elected Member deputising for the delegate who is unable to attend, by Council.
- (c) Meetings, training and functions scheduled by the Chief Executive Officer or Directors.
- (d) Conferences, community organisations, industry groups and local government associations to which the Elected Member has been appointed by Council as its delegate or a deputy to the delegate.

- (e) Functions and presentations attended in the role as an Elected Member or whilst deputising for the Mayor, that are supported by a copy of the relevant invitation or request for attendance.
- (f) Gatherings or events (i.e. funerals, local business or community events), approved by the Chief Executive Officer for attendance by the Mayor or the Mayor's nominated deputy as a representative of the City.
- (g) Any other occasion in the performance of an act under the express authority of Council.
- (h) Site inspections in connection with matters listed on any Council agenda (members to state the item number listed on any Council agenda along with the date and time of the visit on the claim form).
- (i) In response to a request to meet with a ratepayer/elector, but excluding contact with any relevant to the biennial elections (members to state the time and purpose of the visit and the name and address of the ratepayer/elector on the claim form).

5.3.1.2 Elected Members are to be reimbursed travelling expenses incurred while using their own private motor vehicle in the performance of the official duties of Council. The extent to which an Elected Member of a local government can be reimbursed for travel costs referred to in regulation 31(1)(b) of the Local Government (Administration) Regulations 1996 is –

- (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
- (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back —
 - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
 - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.

5.3.1.3 All claims for reimbursement being lodged with the **Council Administration Officer** ~~Governance Team~~ on the appropriate claim form, on a monthly basis. In submitting claims for reimbursement, Elected Members are to detail the date of the claim, particulars of travel and nature of business, distance travelled, vehicle displacement and the total travelled in kilometres and certify the accuracy of information. This should be accompanied by supporting documentation where applicable.

5.3.1.4 Travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained within Section 30.6 of the Local Government Officers' (Western Australia) Interim Award 2011 as at 17 June 2015.

5.3.1.5 Public Transport

In the event that an Elected Member does not have access to a private vehicle, for travel referred to above, or has a preference for public transport, the Elected Member may use the services of the bus and rail public transport system, expenditure for which is to be reimbursed upon completion of a travel claim form and lodgement of receipts. A taxi service is also acceptable where this is considered necessary.

5.3.1.6 Parking Fees

Parking fees incurred as a result of travel to any occasion referred to in clause 3.1.1 of this policy are to be reimbursed upon lodgement of receipts accompanying the associated travel claim form. The cost of 'valet' parking is not to be reimbursed (unless authorised by the Chief Executive Officer).

5.3.2 Child care costs

5.3.2.1 Attending Council Meeting or Meeting of a Committee

Elected Members are to receive reimbursement of the lesser of the actual cost incurred or the maximum amount allowed under the Salaries and Allowances Act 1975 for care of children, of which they are a parent or legal guardian, whilst attending a Council meeting or a meeting of a Committee of which they are a member.

5.3.2.2 Attending Other Meetings While Representing Council

Elected Members are to receive reimbursement of the lesser of the actual cost incurred or the maximum amount allowed under the Salaries and Allowances Act 1975 for care of children, of which they are a parent or legal guardian, whilst they are representing Council and attending meetings other than a Council meeting or a meeting of a Committee.

5.4. Other support/supplies/gifts

5.4.1 Supplies

The City is to supply the following items to be used only in fulfilling the role of the office of Elected Member :

(a) Briefcase or Similar

A briefcase or similar (i.e. laptop carrying bag) is to be supplied to each Elected Member following their inaugural election to

office up to a maximum value of \$200.

(b) Corporate Jacket

A corporate jacket is to be supplied to each Elected Member following their inaugural election to office.

Note: Corporate jackets and brief cases or similar are to be replaced where they are damaged to an extent to be unserviceable through reasonable wear and usage, approved by the Chief Executive Officer. The briefcase or similar and corporate jacket, may be retained by the Elected Member at the expiry of the Elected Member's term of office.

~~(c) Annual diary (upon request)~~

~~A diary can be supplied to each Elected Member following their inaugural election to office and a new annual calendar diary can be supplied at the commencement of each calendar year.~~

Note: Elected Members should note that any diary used by an Elected Member to record the scheduling or occurrence of activities related to the fulfilment of the office of Elected Members is subject to the requirements of the State Records Act 2000.

(cd) Letterhead

Reasonable quantities of personalised Elected Member letterhead is to be supplied and replaced on request.

Elected Members are not permitted to use City of Kwinana letterhead due to legal implications associated with the use of official City stationery.

(de) Business Cards

The City is to provide each Elected Member with a quantity of 500 colour printed business cards for relevant City business use within each term of office.

The Elected Member business card format is to include; photograph, name, bestowed titles and contact information.

Note: Letterheads and business cards are to be used strictly for official Council business and are not to be used for election purposes under any circumstances.

(ef) Name Badges

- i. Formal (gold tone) Elected Member name badge.
- ii. Formal (gold tone) Elected Member partner name badge.
- iii. Plastic informal Elected Member name badge.

Note: The City is to within reason, replace on request any name badge which is lost or irreparably damaged.

~~(g) Filing cabinet~~

~~Upon request, a four drawer filing cabinet may be supplied to each Elected Member following their inaugural election to office.~~

(fh) Other Council Business Related Expenses

Other reimbursements for Council related expenses include: reimbursement of clothing, footwear, apparel, dry cleaning, and personal presentation, to a maximum cost to the City of \$1000 per Elected Member and \$2000 for the Mayor per financial year, to fulfil their role as an Elected Member for attending official functions where they are formally representing the City. Where an Elected Member is due for election the maximum amount will be based on a pro rata amount.

5.4.2 Insurance

The City is to insure or provide insurance cover for Elected Members for:

~~5.4.2.1 Personal accident whilst engaged in the performance of the official duties of their office, however, the cover does not include ordinary medical expenses.~~

~~Spouses/partners of Elected Members are to receive the same level of cover when attending meetings, conferences or functions with the express approval of Council.~~

~~5.4.2.2 Professional indemnity for matters arising out of the performance of the official duties of their office provided the performance or exercise of the official duty is in the opinion of Council, not illegal, dishonest, against the interests of the City or otherwise in bad faith.~~

~~5.4.2.3 Public liability for matters arising out of the performance of the official duties of their office but subject to any limitations set out in the policy of insurance.~~

~~5.4.2.4 Motor vehicle at the particular time owned or driven by the Elected Member or driven by another person on behalf of the Elected Member whilst the Elected Member is proceeding as a member to and from any occasion while performing the functions of an Elected Member or as a result of an act under the express authority of Council.~~

5.4.2.1 Personal Accident following accidental injury whilst engaged in the performance of the official duties of their office. Key benefits of the policy include, but are not limited to lump sum payment for permanent disablement, weekly injury benefit for loss of regular income for a temporary disablement, non-Medicare medical expenses and out of pocket expenses.

5.4.2.2 Corporate Travel following accidental injury or illness whilst undertaking travel in the performance of the official duties of their office, including any incidental travel. Key benefits of the policy include, but are not limited to lump sum payment for permanent disablement, weekly injury benefit for loss of regular income for a temporary disablement, medical expenses, cancellation and loss of luggage. Cover is extended to accompanying spouses and dependent children.

5.4.2.3 Councillors Liability for third party allegations of a wrongful act whilst engaged in the performance of the official duties of their office. Cover provides for legal representation costs and damages awarded against

the Elected Member, however does not cover dishonest or fraudulent acts.

5.4.2.4 Public Liability for third party allegations of negligence whilst engaged in the performance of the official duties of their office, which has resulted in property damage or a personal injury.

5.4.3 Medical Expenses

Elected Members are to receive reimbursement of medical expenses not covered by their medical insurance fund, incurred while in the performance of the official duties of their office, upon submission of relevant receipts and medical documentation to the Chief Executive Officer and subject to such reimbursement being limited to the sum of \$500 without the prior approval of Council. This can include damage to or loss of spectacles, flu vaccine, and other aids.

5.4.4 Gifts from the Local Government

In accordance with Clause 5.100A of the Local Government Act 1995 and Local Government (Administration) Regulations 1996 clause 34AC gifts may only be given to Elected Members upon the occasion of their retirement, following the completion of at least one full four year term of office.

On the retirement of an Elected Member and in recognition of their years of service the following will be presented;

- i. Framed photograph;
- ii. Plaque
- iii. a gift up to the value of \$100 per year of service to a maximum of \$1000 (provided that at least one full 4 year term of office has been served).

5.4.5 Accompanying Person on Official City Business

Where an Elected Member and/or the Chief Executive Officer attends an event, for example receiving an award on behalf of the City, attending stakeholder annual dinners, in an official capacity representing the City, the payment of one accompanying person will be made, and must be approved by the Chief Executive Officer. In the case that it is the Chief Executive Officer is attending in their official capacity representing the City, the payment of one accompanying person will be made, and must be approved by the Mayor.

The City will pay for up to four events per financial year for an accompanying person to attend with an Elected Member or the Chief Executive Officer.

6. Financial/Budget Implications

Specific financial or budget implications associated with this Policy are dealt within the text of clause 5 of this Policy.

7. Asset Management Implications

There are no specific asset management implications associated with this Policy.

8. Environmental Implications

There are no specific environment implications associated with this Policy.

9. Strategic/Social Implications

Corporate Business Plan 2017 – 2022 Objective 5.1 An active and engaged Local Government, focussed on achieving the community's vision.

10. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

11. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not providing an adequate policy to address the circumstances for which Elected Members allowances, expenses and gifts are dealt with would result in a risk rating of moderate.

It is assessed that the risk rating following the implementation of this policy would result in a risk rating of low.

12. References

Name of Policy	Elected Members Allowances, Expenses and Gifts
Date of Adoption and resolution No	11/07/2012 #163
Review dates and resolution No #	11/12/2013 #055 12/11/2014 #304 24/02/2016 #122 10/08/2016 #291 09/08/2017 #563
New review date	
Legal Authority	Local Government Act 1995 Sections 2.7, 2.8, 2.10, 5.98, 5.98A, 5.99, 5.99A, and 5.100
Directorate	City Strategy
Department	City Strategy
Related documents	Acts/Regulations Local Government (Administration) Regulations 1996 Part 8 Salaries and Allowances Act 1975 Part 7B. Plans/Strategies Nil Policies Nil Work Instructions D10/3923[v5] – WI 04 – Councillor Expenses Other documents Nil

Note: Changes to References may be made without the need to take the Policy to Council for review.

Council Policy

Elected Members - Photographs



Council Policy

Elected Members - Photographs

D13/34383[v3]

1. **Title**
Elected Members - Photographs
2. **Purpose**
The purpose of this Policy is to;
 - a) Promote public awareness of the current serving Elected Members; and
 - b) Maintain a photographic history of the local government's elected Councils.
3. **Scope**
This policy is to be referred to when photographs need to be taken of new Elected Members and when a new Council group is formed, specifically following the biennial local government elections.
4. **Definitions**
Council means the group of Elected Members who as a group form the Council of the City of Kwinana.

Elected Member means a current serving Elected Member of Council and includes the Mayor.
5. **Policy Statement**
The following points need to be adhered to when photographs for the purposes of this Policy are taken:
 - That individual photographs of the current serving Elected Members be displayed in the main foyer of the Administration Centre with the current Mayor and Deputy Mayor taking the prominent position.
 - That a group photograph of the elected Council be taken after an election and displayed in the Administration Building.
 - That all Elected Members receive an electronic copy of the current group photograph and their individual photograph.
 - Photographs of the retiring Elected Members and past Councils to be removed from the frame and be provided to the Kwinana Library to be stored in the History Collection.
 - Electronic copies of photographs are to be stored within the Records Management System
6. **Financial/Budget Implications**
Funding allocations for photographs are to be provided for by Council in its annual budget.

7. Asset Management Implications

There are no specific asset management implications associated with this Policy, however, photographs are to be archived if no longer on display and also held digitally.

8. Environmental Implications

There are no specific environmental implications associated with this Policy

9. Strategic/Social Implications

Strategic Community Plan 2017 – 2027 Objective 1.8 - Respect and promote Kwinana's unique heritage.

10. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

11. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not taking a photographic history of the City's Elected Members and Council need would result in a risk rating of Moderate.

It is assessed that the risk rating following the implementation of this Policy would reduce the risk rating to Low.

12. References

Name of Policy	Elected Members – Photographs
Date of Adoption and resolution No	30/05/1984 #
Review dates and resolution No #	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 10/12/2014 #347 14/12/2016 #409
New review date	14/12/2018
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Strategy
Department	City Strategy
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan Policies Nil Work Instructions Nil Other documents Nil

Note: Changes to References may be made without the need to take the Policy to Council for review.

Council Policy

Elected Members and
Officers representing
Council or the City as
Delegates



Council Policy

Elected Members and Officers representing Council or the City as Delegates

D13/64399[v3]

- 1. Title**
Elected Members and Officers representing Council or the City as Delegates.
- 2. Purpose**
To outline the role of Elected Members and Officers representing Council or the City as delegates on external committees with agencies and organisations
- 3. Scope**
Elected Members and Officers representing Council or the City as delegates are not empowered to commit Council or the City to any course of action unless provided with specific authority of Council or until such time as Council has approved of such action through Council's normal process.
- 4. Policy Statement**
 - 4.1 Officers appointed to external committees or representing the City at any meeting other than Council meetings are to maintain close liaisons with Council.
 - 4.2 When a delegate requires a decision from Council in respect to their external appointment, a request should be provided to the Chief Executive Officer to enable the preparation of a written report. The views of the delegate may, if deemed appropriate by the Chief Executive Officer, be expressed in the report, however the Officers should only reflect his or her professional opinion on the subject.
 - 4.3 Wherever practicable, delegate's reports should be submitted in writing to Council and circulated to Elected Members.
- 5. Financial/Budget Implications**
There are no specific financial or budget implications associated with this Policy.
- 6. Asset Management Implications**
There are no specific asset management implications associated with this Policy.
- 7. Environmental Implications**
There are no specific environmental implications associated with this Policy.
- 8. Strategic/Social Implications**
Strategic Community Plan 2017 – 2027 - Objective 1.5 Actively work with the community to build local capacity.
- 9. Occupational Safety and Health (OSH) Implications**
There are no specific OSH implications associated with this Policy.
- 10. Risk Assessment**
A risk assessment conducted as part of the Policy review has indicated that the risk

to the City by not outlining the role of Elected Members and Officers representing Council or the City as delegates on external committees with agencies and would result in a risk rating of moderate.

It is assessed that the risk rating following the implementation of this Policy would result in a risk rating of low.

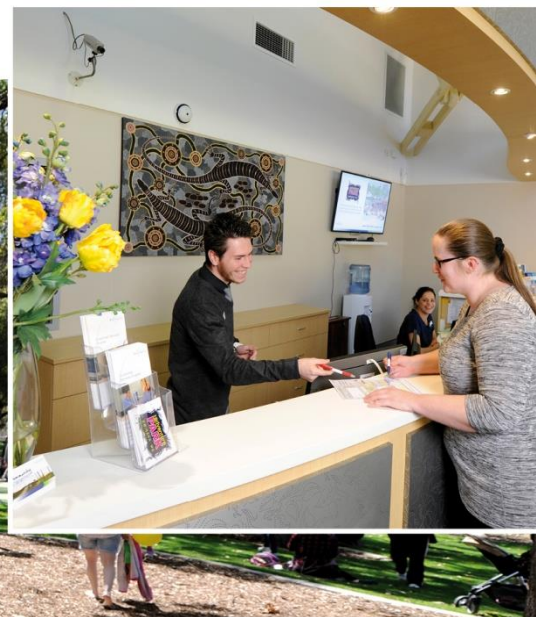
11. References

Name of Policy	Elected Members and Officers representing Council or the City as Delegates
Date of Adoption and resolution No	23/03/1992 #394
Review dates and resolution No #	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 08/04/2015 #427
Next review date due	8/04/2017
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Strategy
Department	City Strategy
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan Policies Nil Work Instructions Nil Other documents Nil

Note: Changes to References may be made without the need to take the Policy to Council for review.

Council Policy

Honorary Freeman and Freeman



Council Policy

Honorary Freeman and Freeman

D13/64389[v4]

- 1. Title**
Honorary Freeman and Freeman
- 2. Purpose**
To recognise outstanding and meritorious service to the City of Kwinana.
- 3. Scope**
Subject to the eligibility and selection criteria of this Policy being met, Council may, by resolution, confer the title of 'Honorary Freeman of the Municipality' to a former Mayor or 'Freeman of the Municipality'. The title is to be reserved for persons who have rendered exceptional service to the community.
- 4. Definitions**
List definitions and terminology that will assist in the understanding of this Policy.
- 5. Policy Statement**
 - 5.1. Eligibility Criteria for 'Freeman of the Municipality'**
Nominees for the conferring of the title 'Freeman of the Municipality' should have lived within the City of Kwinana for a significant number of years (significant is taken to mean at least 10 years) and who have given extensive and distinguished service to the community (e.g. service to other organisations, voluntary and community groups) in a largely voluntary capacity.

Council may also consider conferring of the title of 'Posthumous Freeman of the Municipality'. In this case, the abovementioned eligibility criteria would apply.
 - 5.2. Selection Criteria**
Nominees are to be judged on their record of service to the community. The selection criteria are to include:
 - a. length of service in a field (or fields) of activity
 - b. level of commitment to the field (or fields) of activity
 - c. personal leadership qualities
 - d. benefits to the community of the City of Kwinana resulting from the nominee's work
 - e. specific achievements of the nominee
 - 5.3. Nomination Procedure**
 - a. Nominations for the Award may be made by Elected Members, individuals or organisations and are to be sponsored by an elected member of the City of Kwinana. They are to be submitted to the Mayor on the Official Nomination Form.
 - b. Nominations are to be made in the strictest confidence without the knowledge of the nominee.
 - c. On receipt of a nomination the Mayor is to convene a meeting of the Freeman Working Group.

- d. The Freeman Working Group is to consider the nomination and make a recommendation to the Council whether or not to confer the title 'Freeman of the Municipality' on the nominee.
- e) Council is to consider the item behind closed doors.
- f) Once a nomination has been accepted by Council, the nominee and any person(s) or organisation(s) involved in the nomination are to be informed of the decision and a suitable media release is to be distributed.

5.4. Title of 'Honorary Freeman of the Municipality'

A person who has acted as Mayor at the City of Kwinana for a period of eight consecutive years is to be made an Honorary Freeman automatically in recognition of their service and leadership given to the City.

The appointment is to be made at the conclusion of their term of office.

5.5. Awarding the Titles

The formal conferring of these titles is to be carried out at a civic reception held by Council. This may be a special reception for this purpose, or the ceremony may form a focal point of any other suitable reception hosted by Council. The decision on the occasion and format of the ceremony is to rest with the Chief Executive Officer in consultation with the Mayor.

The successful nominee is to receive a certificate (framed in a quality frame) and an official name badge (of a similar design to Elected Member badges) which confirms his or her status.

5.6. Privileges

The successful nominee is to have their name displayed on the City's Freeman honour board.

Freeman and Honorary Freeman shall be invited to attend civic functions of the City at the discretion of the Mayor.

5.7. Number of Freeman within the City

There is no limit on the number of persons upon which the title of Freeman of the City of Kwinana may be conveyed.

5.8. Revocation of Title of Freeman or Honorary Freeman

Council, by resolution, shall also have the ability to revoke the title bestowed upon a person, if a criminal matter for which the Freeman or Honorary Freeman in question was found guilty of, or for any other matter, was considered by Council to have caused embarrassment to the municipality or that the ongoing recognition of such a title on this person by the City was inappropriate.

The removal of the name from Honour Boards and other places and any other such items will be at the discretion of Council and conducted through liaison with the Chief Executive Officer.

6. Financial/Budget Implications

Expenses will be incurred associated with the bestowing of an award including the cost of a civic reception to award the title, the cost of a certificate and the amending of the honour board.

As there would likely be little or no prior knowledge of the bestowing of a Freeman of the City award, funds would not likely be set aside in the annual budget. Unless excess funds can be identified during that financial year, the holding of a reception

will be held over until the following year where a budget allocation can be made.

7. Asset Management Implications

There are no specific asset management implications associated with this Policy.

8. Environmental Implications

There are no specific environmental implications associated with this Policy.

9. Strategic/Social Implications

Strategic Community Plan 2017 – 2027 Objective 1.2: Inspire and strengthen community spirit through community activities and event

10. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

11. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not assessing nominees in accordance with the criteria could lead to negative reputation. The risk rating would be moderate.

It is assessed that the risk rating following the implementation of this Policy would reduce the risk rating to low.

12. References

Name of Policy	Honorary Freeman and Freeman
Date of Adoption and resolution No	23/07/2003 #077
Review dates and resolution No #	14/11/2007 #026 28/04/2010 #105 11/07/2012 #163 10/12/2014 #347 14/12/2016 #414
Next review date due	14/12/2018
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Strategy
Department	City Strategy
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan Policies D13/64401[v3] – Policy Development Work Instructions Nil Other documents Nil

Note: Changes to References may be made without the need to take the Policy to Council for review.

16.2 Accounts for Payment for the month ended 31 March 2018

DECLARATION OF INTEREST:

Mayor Carol Adams declared an impartiality interest in item 16.2, Accounts for Payment for the month ended 31 March 2018 due to her husband's employer, Kwinana Industries Council being a recipient of a payment.

SUMMARY:

The purpose of this report is to present to Council a list of accounts paid by the Chief Executive Officer under delegated authority for the month ended 31 March 2018, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION:

That Council note the list of accounts, totalling \$4,803,901.86, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 March 2018, as contained within Attachment A.

DISCUSSION:

Council has delegated, to the Chief Executive Officer, the exercise of its power to make payments from the City's Municipal and Trust funds. In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* a list of accounts paid by the Chief Executive Officer is to be provided to Council, where such delegation is made.

The following table summarises the payments for the period by payment type, with full details of the accounts paid contained within Attachment A.

Payment Type	Amount (\$)
Automatic Payment Deductions	\$ 54,415.99
Cheque Payments - #200882 to 200889	\$ 37,020.12
EFT Payments - #3643 to 3658	\$3,455,998.44
Payroll Payments – 14/03/2018, 28/03/2018	\$1,256,467.31
Total	\$4,803,901.86

LEGAL/POLICY IMPLICATIONS:

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. *Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.*

- (1) *If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —*

- (a) *the payee's name; and*
- (b) *the amount of the payment; and*

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 MARCH 2018

- (c) *the date of the payment; and*
 - (d) *sufficient information to identify the transaction.*
- (2) *A list of accounts for approval to be paid is to be prepared each month showing*
 - (a) *for each account which requires council authorisation in that month —*
 - (i) *the payee's name; and*
 - (ii) *the amount of the payment; and*
 - (iii) *sufficient information to identify the transaction;*
 - and*
 - (b) *the date of the meeting of the council to which the list is to be presented.*
- (3) *A list prepared under subregulation (1) or (2) is to be —*
 - (a) *presented to the council at the next ordinary meeting of the council after the list is prepared; and*
 - (b) *recorded in the minutes of that meeting.*

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial implications that have been identified as a result of this report or recommendation.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications that have been identified as a result of this report or recommendation.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications that have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	5.4 Ensure the financial stability of the City of Kwinana into the future	Long Term Financial Plan/Finance Team Business Plan

COMMUNITY ENGAGEMENT:

There are no community engagement implications that have been identified as a result of this report or recommendation.

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 MARCH 2018

RISK IMPLICATIONS:

There are no risk implications that have been identified as a result of the report or recommendation.

COUNCIL DECISION

151

MOVED CR S MILLS

SECONDED CR M ROWSE

That Council note the list of accounts, totalling \$4,803,901.86, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 March 2018, as contained within Attachment A.

**CARRIED
7/0**



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
Automatic Deductions								
26514	01/03/2018	Go Go On-Hold Pty Ltd	264.00	INV	01/03/2018	00026514	On-hold Message Service March 2018	264.00
1624371	21/03/2018	Caltex Australia Petroleum Pty Ltd	8,106.97	INV	21/03/2018	0301624371	Fleet fuel 1/2/18-28/2/18	8,106.97
20318	05/03/2018	Commonwealth Bank	9,663.93	INV	05/03/2018	030218-020318A	Credit Card Purchases S Wiltshire 3/2/18-2/3/18	9,663.93
20318	05/03/2018	Commonwealth Bank	4,460.55	INV	05/03/2018	030218-020318B	Credit Card Purchases C Mihovilovich 3/2/18-2/3/18	4,460.55
20318	05/03/2018	Commonwealth Bank	235.35	INV	05/03/2018	030218-020318C	Credit Card Purchases L Barker 3/2/18-2/3/18	235.35
20318	05/03/2018	Commonwealth Bank	4,999.64	INV	05/03/2018	030218-020318D	Credit Card Purchases D Bridson 3/2/18-2/3/18	4,999.64
20318	05/03/2018	Commonwealth Bank	114.57	INV	05/03/2018	030218-020318E	Credit Card Purchases J Abbiss 3/2/18-2/3/18	114.57
20318	05/03/2018	Commonwealth Bank	2,828.61	INV	05/03/2018	030218-020318F	Credit Card Purchases B Powell 3/2/18-2/3/18	2,828.61
20318	05/03/2018	Commonwealth Bank	32.26	INV	05/03/2018	030218-020318G	Credit Card Purchases M Bell 3/2/18-2/3/18	32.26
10090512	21/03/2018	BP Australia Pty Ltd	17,535.62	INV	21/03/2018	10090512	Fleet fuel 1/2/18-28/2/18	17,535.62
150318	16/03/2018	Public Transport Authority of Western Australia	50.00	INV	16/03/2018	055925549 150318	Smartrider recharge to 16/3/18	50.00
1641806	20/03/2018	Esanda	1,294.70	INV	20/03/2018	LATO01641806A	Monthly lease fees KWN700 2/3-1/4/18	1,294.70
210318	22/03/2018	Public Transport Authority of Western Australia	50.00	INV	22/03/2018	028099117 210318	Smartrider recharge to 210318	50.00
21946766	01/03/2018	Fines Enforcement Registry	59.00	INV	01/03/2018	21946766	18059UIN Lodgement fee for registering 1 x Unpaid	59.00
22051550	22/03/2018	Fines Enforcement Registry	295.00	INV	22/03/2018	22051550	18080UIN Lodgement fee for registering 5 x Unpaid	295.00
28	21/03/2018	Wright Express Australia Pty Ltd	1,737.87	INV	21/03/2018	28	Fleet fuel 31/1/18-27/2/18	1,737.87
559694	01/03/2018	Toyota Financial Services	1,194.07	INV	01/03/2018	559694	Monthly lease fees 1EWZ823 & 1EYT548 Feb 2018	1,194.07
566987	29/03/2018	Toyota Financial Services	1,194.07	INV	29/03/2018	566987	Monthly lease fees 1EWZ823 & 1EYT548	1,194.07
71603967	05/03/2018	TPG Internet Pty Ltd	49.99	INV	05/03/2018	I171603967	Monthly Internet Kwinana South Station 10/3-9/4/18	49.99
71605803	05/03/2018	TPG Internet Pty Ltd	49.99	INV	05/03/2018	I171605803	Monthly Internet Mandogalup Station 10/3-9/4/18	49.99
97657012	14/03/2018	iiNet Technologies Pty Ltd	39.95	INV	14/03/2018	97657012	Monthly Internet Senior Citizens 14/3-14/4/18	39.95
98098510	12/03/2018	iiNet Technologies Pty Ltd	59.95	INV	12/03/2018	98098510	Monthly Internet Zone Training 12/3-12/14/18	59.95
98346139	20/03/2018	iiNet Technologies Pty Ltd	39.95	INV	20/03/2018	98346139	Monthly Internet Kwinana Village 20/3-20/4/18	39.95



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
98512619	26/03/2018	iiNet Technologies Pty Ltd	59.95	INV	26/03/2018	98512619	Internet Wellard Community Centre 25/3-25/4/18	59.95
Total Automatic Deductions			54,415.99					
Cheques								
200882	02/03/2018	BP Australia Pty Ltd	200.00	INV	23/02/2018	1198620	Refund trust Room hire 06/11/2017	200.00
200883	02/03/2018	City Of Kwinana - Pay Cash	90.30	INV	27/02/2018	260218 - Library	Petty Cash Reimbursement to 260218	90.30
200884	07/03/2018	City Of Kwinana - Pay Cash	53.00	INV	06/03/2018	19/02/18-DariusW	Petty Cash Recoup to 19/02/18 Darius Wells Resource Centre	53.00
200885	14/03/2018	City Of Kwinana - Pay Cash	334.05	INV	13/03/2018	14/03/18-Admin	Petty Cash Recoup to 14/03/2018 Admin	334.05
200886	21/03/2018	City Of Kwinana - Pay Cash	250.95	INV	19/03/2018	21/03/18-Health	Petty Cash Recoup to 15/3/18 Health	53.60
				INV	20/03/2018	200318 - Library	Petty Cash Recoup to 200318 Library	197.35
200887	21/03/2018	Salvacion Miceli	2,000.00	RFD	20/02/2018	1238461	Refund bond Hall hire Receipt #1238461	2,000.00
200888	21/03/2018	The Estate of Sandra Ruth Gossage	33,972.12	INV	19/03/2018	15thMarch2018	Final payment of entitlements	33,972.12
200889	28/03/2018	City Of Kwinana - Pay Cash	119.70	INV	27/03/2018	270318 - Village	Petty Cash Recoup to 270318 Village	119.70
Total Cheques			37,020.12					
EFT								
3643	02/03/2018	EFT TRANSFER: - 02/03/2018	20,086.75	Payroll Deductions				
3644	06/03/2018	EFT TRANSFER: - 07/03/2018	204,482.61	ATO for \$202, 715.00				
3644.565-0		Bright Futures Family Day Care	1,767.61	INV	06/03/2018	120218-250218-2	FDC Payroll 12/2/18-25/2/18 File2	1,767.61
3645	07/03/2018	EFT TRANSFER: - 08/03/2018	422,545.86					
3645.1157-(Quality Traffic Management Pty Ltd	5,017.83	INV	06/03/2018	24049	Traffic management plan for detour	831.89
				INV	06/03/2018	24117	on Wellard Road	635.58
				INV	06/03/2018	24118	Traffic management 09/02/2018	753.28
				INV	06/03/2018	24116	Traffic management 15/02/2018	753.28
				INV	06/03/2018	24115	Traffic management 08/02/2018	282.48
				INV	06/03/2018	24119	Traffic management 08/02/2018	1,761.32
3645.1160-(Quik Impressions	957.00	INV	06/03/2018	114270	3000 reminder cards A4	957.00
3645.1166-(RAC Motoring Pty Ltd t/a RAC Busine	213.00	INV	06/03/2018	1143300	1GCH843 1 battery (roadside 10/2/18)	213.00
3645.1187-(Red Sand Supplies Pty Ltd	2,359.50					



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
				INV	06/03/2018	00011250	Tipping Fees Concrete/bitumen and mixed loads	2,359.50
3645.1206-(Ritz Party Hire	370.00	INV	06/03/2018	1244603239	3x3 marquee for Movie Night Saturday 24th February	370.00
3645.1276-(Satellite Security Services	1,440.49	INV	06/03/2018	IV001983	Replace vbolt lock Admin	987.49
				INV	06/03/2018	IV001964	The Zone Disarmed alarm	333.00
				INV	06/03/2018	IV002030	Service GPRS	120.00
3645.1277-(Savage Garden Services	23,535.10	INV	07/03/2018	29	General Litter along streetscapes	6,089.80
				INV	07/03/2018	28	Rural Road Verge Litter Collection	9,243.30
				INV	02/03/2018	24	General litter clean up Feb 2018	3,120.00
				INV	06/03/2018	26	Roundabout maintenance Public	3,432.00
				INV	06/03/2018	25	Access maintenance	1,650.00
3645.1282-(Sealanes (1985) Pty Ltd	196.74	INV	06/03/2018	F5505670	Items for Admin	196.74
3645.1360-(Saint John Ambulance Australia (WA)	437.20	INV	06/03/2018	EHSINV00088045	Event health service 24/2/2018	277.20
				INV	06/03/2018	FAINV00107014	First Aid Training	160.00
3645.1393-(Sunny Sign Company Pty Ltd	222.75	INV	06/03/2018	376906	3 x sign blue on white double sided with logo	222.75
3645.1423-(Telstra	479.95	INV	06/03/2018	1213298000Feb18	Charges to 160518	479.95
3645.1585-(Wandi Progress Association Inc.	3,520.00	INV	06/03/2018	2ndMarch2018	Grant Funding for Neighbour Day event	3,520.00
3645.1767-(Construction Training Fund	18,196.17	INV	06/03/2018	Feb2018	CTF Levy for month of February 2018	18,196.17
3645.19-01		Absolute Painting Services	935.00	INV	06/03/2018	INV-0326	BP villa 39 complete re-paint	935.00
3645.2021-(Subway Kwinana	135.00	INV	02/03/2018	21	Subway catering	135.00
3645.2097-(Beaver Tree Services Aust Pty Ltd	12,721.42	INV	06/03/2018	65462	Tree Removal	4,086.90
				INV	06/03/2018	65467	Tree Removal	216.67
				INV	06/03/2018	65466	Chipping	388.88
				INV	06/03/2018	65461	Stump Grinding Various Locations	736.60
				INV	06/03/2018	65463	Uplift and Remove Water Sprouts from Tree Trunk	3,888.89
				INV	06/03/2018	65465	Clearance/Uplift Trees	3,403.48
3645.2125-(Synergy	16,744.55	INV	06/03/2018	412205870Feb18	0U Oakley Hollow	33.50
				INV	06/03/2018	187992920Feb18	442U Bertram Road Bore Retic	177.90
				INV	06/03/2018	765774910Feb18	1840U FDC	647.70



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				INV	06/03/2018	450583710Feb18	3454U Bertram Oval	529.15
				INV	06/03/2018	566366000Feb18	0U Fire Pump Water Tanker	33.00
				INV	06/03/2018	766868640Feb18	365U Smirks Cottage	154.75
				INV	06/03/2018	219451010Feb18	929U Bore Pump POS	342.35
				INV	06/03/2018	219451580Feb18	244U Bore Pump POS	113.85
				INV	06/03/2018	282690350Feb18	5492U Casuarina/Wellard Hall/Fire Stn/Res Bore	1,864.85
				INV	06/03/2018	566370150Feb18	12714U Chipperton Park	4,423.20
				INV	06/03/2018	169026580Feb19	4690U Sump Wellard Bore	1,598.35
				INV	06/03/2018	157165580Feb18	557U Thomas Oval Lights	218.80
				INV	06/03/2018	168917550Feb18	4088U Wells Park Toilets	719.00
				INV	06/03/2018	023172940Feb18	849U Bertram Park POS	315.65
				INV	06/03/2018	652922630Feb18	217U Changerooms Model Railways	105.35
				INV	06/03/2018	165493420Feb18	268U Smirks Museum	122.40
				INV	06/03/2018	845563650Feb18	14U BBQ Apex Park	36.65
				INV	06/03/2018	219451200Feb18	311U Bore Pump POS	136.20
				INV	06/03/2018	192738060Feb18	0U Flood Lights	32.50
				INV	06/03/2018	221037310Feb18	886U Thomas Oval Pavilion	328.50
				INV	06/03/2018	224882670Feb18	1037U Little Rascals Out of School Care	378.85
				INV	06/03/2018	185126570Feb18	271U Borthwick Park Retic	123.40
				INV	06/03/2018	884861450Feb18	7188U APU	1,963.70
				INV	06/03/2018	130957780Feb18	342U BP/APU Buildings	151.30
				INV	06/03/2018	223615720Feb18	1212U BP Clubhouse	436.75
				INV	06/03/2018	277773560Feb18	5170U Banksia Park	1,756.90
3645.2126-(Image Bollards	479.60	INV	06/03/2018	17710	Supply and install Padlock	479.60
3645.218-0'		Bob Jane T-Mart	466.00	INV	07/03/2018	130390	Tyre and alignment	230.00
				INV	06/03/2018	131338	BST 265/65R17 112H D840 - TYRE	236.00
3645.2224-(Prestige Catering & Event Hire	788.80	INV	02/03/2018	00021991	Catering 28/2/2018	394.40
				INV	06/03/2018	00021934	Forum Dinner 19/02/18	394.40
3645.237-0'		Britel Enterprises Pty Ltd	150.00	INV	06/03/2018	19288-Upgrade	Kwinana Recquatic advert in Bertram Primary School	150.00
3645.2410-(ABCO Products	172.60	INV	06/03/2018	323400	13 x 750ml E-Grill Solve Non Caustic Oven cleaner	172.60
3645.248-0'		Bunnings Building Supplies	261.43	INV	06/03/2018	2163/01089355	Garden cart 74 litres	68.90



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				INV	06/03/2018	2163/01170991	APU Purchase of various hardware	192.53
3645.2512-(Konnect	361.32	INV	06/03/2018	1631199508	Beaver Ratchet Loadbinder	335.28
				INV	06/03/2018	16443864	10mm x 1.5mm Bolt 8.8 or higher various lengths	26.04
3645.2565-(Ausco Modular Pty Ltd	1,435.50	INV	06/03/2018	7110560	Demountable hire 01/03/18 to 31/03/18	1,435.50
3645.264-0'		Cabcharge Australia Ltd	6.00	INV	02/03/2018	00989066P1802	Taxi charges 29/1/18 to 25/2/18	6.00
3645.275-0'		Cannon Hygiene Australia Pty Ltd	2,355.80	INV	06/03/2018	00084862	Monthly Sanitary Service February 2018	1,177.90
				INV	06/03/2018	00083838	Monthly Sanitary Service January 2018	1,177.90
3645.2852-(Downer EDI Works Pty Ltd	216.10	INV	06/03/2018	6003682	7mm gran AC50B Asphalt 0.58T D/D6208464	106.22
				INV	06/03/2018	6003681	7mm gran AC50B Asphalt 0.60T D/D6208411	109.88
3645.29-01		Acurix Networks Pty Ltd	2,368.30	INV	06/03/2018	0001647	Public Wifi Service Various	2,368.30
3645.3105-(Poly Pipe Traders	310.10	INV	06/03/2018	00089336	20mm MF adaptor, Bermad 200 50mm angle	246.10
				INV	06/03/2018	00090220	Grommet suit tavlit take-off	32.00
				INV	06/03/2018	00090337	Grommet suit tavlit take-off	32.00
3645.3338-(AAA Blinds Port Kennedy	750.00	INV	06/03/2018	6683	APU 4 Replace all blinds and tracks	750.00
3645.335-0'		City of Rockingham	86,814.98	INV	06/03/2018	97165	Tipping fees to 19/2/2018	86,814.98
3645.339-0'		Civica Pty Ltd	8,792.58	INV	06/03/2018	M/LG008384	Licence Support and Maintenance April 2018	8,792.58
3645.3452-(Western Maze Pty Ltd	44,470.58	INV	06/03/2018	00015507	Greenwaste collection	23,672.87
				INV	06/03/2018	00015506	Greenwaste collection	20,797.71
3645.3518-(D A Christie Pty Ltd	5,815.70	INV	02/03/2018	5301395	Barbeque for Rogan Park	5,815.70
3645.358-0'		Coastline Mowers	1,631.10	INV	06/03/2018	16425#5	4 x Shear Pin	16.00
				INV	06/03/2018	16427#5	Various Plant Items for Plant# 473	1,615.10
3645.3632-(Eclipse Soils Pty Ltd	1,336.50	INV	06/03/2018	KWIN01R043147	Tipping fee Greenwaste 69m3	1,336.50
3645.381-0'		Community Perspectives	6,470.20	INV	02/03/2018	23rdFebruary2018	Community Infrastructure review Payment 3	6,470.20
3645.3916-(Kwinana Industries Council	529.90	INV	06/03/2018	00011777	Trainee Community Centres F/E 16/02/18	264.95
				INV	06/03/2018	00011778	Trainee Community Centres F/E 16/02/18	264.95
3645.3977-(MRP Osborne Park-General Pest/Termi	145.00	INV	06/03/2018	71252	Treatment Control Casuarina/Wellard Fire Station	145.00
3645.407-0'		Winc Australia Pty Ltd	8.39	INV	06/03/2018	9023491698	5 x Basic Wound Dressing Pack	4.68
				INV	06/03/2018	9023621659	First Aid Kit replenishments for City Assist	3.71



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3645.4112-(Cleverpatch Pty Ltd	70.83	INV	06/03/2018	282504	Top up craft products for Programs and Harmony Day	70.83
3645.412-0'		Courier Australia	142.21	INV	06/03/2018	0323	Courier charge to 22/02/2018	25.36
				INV	07/03/2018	0321	Courier charge to 08/02/2018	116.85
3645.4125-(LD Total	7,855.99	INV	06/03/2018	89630	Monthly applications of Lake Pac for pond	179.96
				INV	06/03/2018	89082	Maintenance work Emerald Park Feb 18	802.14
				INV	06/03/2018	89096	Maintenance work Wellard Feb 2018	5,541.02
				INV	06/03/2018	89635	Maintenance work Sunrise Feb 18	260.25
				INV	06/03/2018	89083	Maintenance work Belgravia Feb 2018	1,072.62
3645.413-0'		Covs Parts Pty Ltd	104.76	INV	06/03/2018	1650058940	NGK Standard Spark Plug and Roll Towel	104.76
3645.4190-(AC Cooling Services	242.00	INV	06/03/2018	1368	APU 3 repair to air conditioner unit	121.00
				INV	06/03/2018	1349	BP Clubhouse repair air conditioner	121.00
3645.4245-(ED Property Services	1,661.00	INV	06/03/2018	00001058	APU units wall repairs and re-paint	330.00
				INV	06/03/2018	00001059	BP 2 repair to front gutter	660.00
				INV	06/03/2018	00001056	APU 43 Investigate and repair water damage	121.00
				INV	06/03/2018	00001061	BP 8 repair to front gutter	550.00
3645.4350-(T J Depiazzi & Sons	3,160.30	INV	06/03/2018	92197	Supply and Deliver 50m3 of Pinebark Mulch to Depot	3,160.30
3645.4692-(Elliotts Irrigation Pty Ltd	1,192.40	INV	06/03/2018	822126	Iron Filter Servicing Various	1,192.40
3645.4719-(Complete Office Supplies Pty Ltd	280.42	INV	06/03/2018	07327960	Calculator	36.30
				INV	06/03/2018	07327710	Stationery Depot	244.12
3645.4749-(Greensense Pty Ltd	9,549.10	INV	06/03/2018	18149	Greensense View Recquatic Centre FY2018	4,049.10
				INV	06/03/2018	18148	Annual Greensense View LGER software service fee	5,500.00
3645.4861-(Big W	84.85	INV	01/03/2018	953776	Mindfulness colouring books Outdoor Movie Night	48.85
				INV	06/03/2018	953775	Roasting Pans & Allen Party Mix Bags for Cafe	36.00
3645.4926-(Aussie Clotheslines	420.00	INV	06/03/2018	10453-1	APU U8 Replace clothes line beyond repair	420.00
3645.5033-(Baileys Fertilisers	3,586.00	INV	02/03/2018	INV13868	Supply & deliver Energy Turf fertiliser	3,586.00
3645.5035-(Quell Cleen	180.00	INV	06/03/2018	00050400	BP 39 vacate clean	180.00
3645.5155-(Colin Usher & Co	56.49	INV	06/03/2018	5815	1 x M4 mower khaki hat	56.49



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3645.5247-(Abraham Pattiselanno	78.00	INV	06/03/2018	28thFeb2018	Reimbursement of Transperth Travel Expenses	78.00
3645.542-0'		Ellements Garden Centre	140.00	INV	02/03/2018	16804	Supply of 2m River Sand	140.00
3645.5520-(Master Lock Service	935.00	INV	06/03/2018	00004938	Incubator Supply and fit Deadbolt Suite 16	330.00
				INV	06/03/2018	00004954	Fiona Harris Pavilion Keys for various cabinets	190.00
				INV	06/03/2018	00004929	Banksia Park Rekey of unit	225.00
				INV	06/03/2018	00004950	BP 34 cut keys for front door	130.00
				INV	06/03/2018	00004940	Adventure Park 10 x roller door keys	60.00
3645.583-0'		Flexi Staff Pty Ltd	4,729.61	INV	06/03/2018	185829	Building Mtce Temp Staff w/e 24/02/18	1,816.92
				INV	06/03/2018	184254	Depot Temporary Staff w/e 05/01/18	1,458.64
				INV	06/03/2018	185644	Temp staff w/e 17/2/2018	1,454.05
3645.5841-(Mandurah Volkswagen	198.90	INV	06/03/2018	VWCSM12664	Service KWN2061	198.90
3645.5897-(Schneider Electric	5,073.58	INV	06/03/2018	58624679	Maintenance on UPS @ Business Incubator 1 Year	5,073.58
3645.5958-(West Coast Profilers	2,155.08	INV	02/03/2018	18476	Hire of profiler bobcat tipper	2,155.08
3645.5996-(CMS Engineering Pty Ltd	2,571.25	INV	06/03/2018	27503	Investigate AC in Ken Jackman Hall and rectified	744.15
				INV	06/03/2018	27502	Margaret Fielman Centre Top Floor AC Unit	1,827.10
3645.6000-(Scott Printers Pty Ltd	5,602.30	INV	06/03/2018	118056	Spirit of Kwinana Newsletter	5,602.30
3645.6018-(ALSCO Pty Ltd	62.46	INV	02/03/2018	CPER1805236	Linen Hire for Catering	62.46
3645.6052-(Rockingham Suspensions & Springwork	330.00	INV	06/03/2018	12302	Reset front springs	330.00
3645.6224-(The Grant Finder	1,021.50	INV	06/03/2018	00119	Term 1 Boredom Busters Facilitation	684.00
				INV	06/03/2018	00118	Movie night activities Prep and Facilitate	337.50
3645.6267-(Woolworths Group Limited	766.27	INV	06/03/2018	3116345	Cafe supplies Food and Drinks 22/02/18	59.44
				INV	06/03/2018	2982570	Purchase of food items for Drop in	54.88
				INV	06/03/2018	2982571	Purchase of food items for Beat ball program	58.77
				INV	06/03/2018	2982554	Cafe supplies	51.46
				INV	06/03/2018	2982566	Groceries for Catering 28/2/18	88.31
				INV	07/03/2018	2988557	Cat food	1.79
				INV	07/03/2018	2804540	Cat food	2.77



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				INV	06/03/2018	29852557	Food and supplies for Mooditj Kulungars playgroup	77.91
				INV	06/03/2018	3019495	Wellard April School Holidays Movie Event	93.37
				INV	06/03/2018	258558642	William Bertram Term 1 Program Supplies	63.04
				INV	02/03/2018	25974197	Items for catering	80.23
				INV	01/03/2018	3116350	Gift card for survey prize Outdoor Movie Night	100.00
				INV	01/03/2018	3116348	Catering for Worm Farm Workshop 24 February 2018	34.30
3645.6289-(Clockwork Print	1,034.00	INV	06/03/2018	43903	Kwinana Marketplace hoarding boards	1,034.00
3645.6370-(Elexacom	19,997.13	INV	06/03/2018	22305	6mthly RCD test	836.00
				INV	06/03/2018	22290	Service exhaust fan	2,323.75
				INV	06/03/2018	22556	Check light pole damaged by car	93.50
				INV	01/03/2018	22573	Bright Futures FDC Testing and Tagging	96.80
				INV	01/03/2018	22576	Wells Park Electrical Pit repairs	561.70
				INV	01/03/2018	22572	Dog Pound upgrade sub mains	350.63
				INV	06/03/2018	22555	Leda Hall Little Rascals Repair sensor light	275.19
				INV	01/03/2018	22561	Challenger Beach Toilets car park light repairs	290.43
				INV	01/03/2018	22557	Senior Citizens Security Light repairs	46.75
				INV	06/03/2018	22279	Light testing	269.50
				INV	06/03/2018	22278	Light testing	163.63
				INV	06/03/2018	22565	Removal of power pole from Wells Park	624.80
				INV	06/03/2018	22376	Lights services at Darius Wells	3,679.20
				INV	06/03/2018	22539	Adventure Park Replace faulty sub mergible pump	591.25
				INV	06/03/2018	22567	APU replace smoke detectors	2,323.13
				INV	06/03/2018	22273	RCD testing	93.50
				INV	06/03/2018	22289	Service power issues	4,574.82
				INV	06/03/2018	22280	Light testing	163.63
				INV	06/03/2018	22560	BP investigate pole light	493.60
				INV	01/03/2018	22562	Administration PA repairs	46.75
				INV	01/03/2018	22559	Parmelia House strip light repairs	279.29
				INV	06/03/2018	22275	Light testing	303.88
				INV	06/03/2018	22563	BP villa 52 replace a faulty GPO	350.99



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				INV	06/03/2018	22574	APU unit 23 investigate tripping RCD	160.55
				INV	01/03/2018	22575	Casuarina Hall BBQ replace circuit breaker	391.16
				INV	06/03/2018	22374	BP Villa 5 replace faulty RCD switch Light	332.20
				INV	06/03/2018	22274	Testing	280.50
3645.6460-(Artistralia	242.00	INV	06/03/2018	00009735	Copyright screening of movie 19/4/18	242.00
3645.6541-(Strut Specialists WA	297.00	INV	06/03/2018	00054228	Gas Struts U82010SS@800N	297.00
3645.662-0'		Green Skills Inc / Ecojobs	11,817.70	INV	06/03/2018	P737	Tree Watering Various Locations	8,301.44
				INV	06/03/2018	P736	Blanket Spray watering	3,516.26
3645.6700-(Sprayking WA Pty Ltd	8,689.84	INV	06/03/2018	00001521	Eradication of weeds Feb 2018	8,689.84
3645.6707-(Labourforce Impex Personnel Pty Ltd	3,955.96	INV	06/03/2018	136571	Depot Temp Staff w/e 25/02/18	1,756.76
				INV	02/03/2018	136340	Depot Temp Staff w/e 18/02/18	2,199.20
3645.69-01		Alinta Gas	1,086.55	INV	06/03/2018	474997486Feb18	9244U Darius Wells Library/Resource Centre	1,086.55
3645.6972-(Go Doors Pty Ltd	438.35	INV	01/03/2018	406681	Recquatic Hydro Pool door repairs	251.35
				INV	01/03/2018	406680	William Bertram main entry door repairs	187.00
3645.7065-(Cubic Promote	362.45	INV	06/03/2018	24026	Protein shakers	362.45
3645.7168-(Exit Waste	869.00	INV	06/03/2018	2887	02/02/18 Clean onsite greasetraps at Darius Wells	869.00
3645.7575-(Pickles Auctions	1,133.00	INV	06/03/2018	26010317	Towing pickup C005405	1,133.00
3645.7604-(Tanya Halliday	47.20	INV	06/03/2018	23rdFeb2018	Reimbursement of Expenses for Outreach Services	47.20
3645.7605-(Flying Canape	1,177.20	INV	06/03/2018	11449	Catering 25/01/2018	745.00
				INV	06/03/2018	11454	New Teachers Afternoon Tea 27/02/2018	432.20
3645.762-0'		Blackwood & Sons Ltd	351.49	INV	02/03/2018	PE6957OX	Safety equipment	102.95
				INV	06/03/2018	PE5090OY	07280904 2 x Replacement Shovel	116.80
				INV	02/03/2018	KW6956OX	Handle Round Repellent & liquid nails	131.74
3645.7809-(Frontline Fire and Rescue Equipment	1,997.60	INV	02/03/2018	59749	Firebreak Class A Foam Concentrate	1,997.60
3645.7812-(Starbucks Flooring	150.00	INV	06/03/2018	000326	APU U17 Refit carpet	150.00
3645.7937-(Kerb Direct Kerbing Pty Ltd	8,965.00	INV	06/03/2018	2717	Supply and install Flush Kerb	8,965.00
3645.795-0'		K Mart	35.00	INV	06/03/2018	118473	Assorted items	35.00
3645.8131-(Aaron Leigh McClennan	42.50	INV	06/03/2018	02March2018	Reimbursement of Annual Licence Renewal	42.50



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3645.8346-(Skateboarding WA	715.00	INV	06/03/2018	INV-0380	Skate park activation coaching	715.00
3645.8474-(Volunteer Task Force	50.00	INV	06/03/2018	SI001093	Regular mowing service 8/1/18	50.00
3645.8539-(Micromax Pty Ltd	664.40	INV	06/03/2018	NO429712	Road tube 100m plus Freight	664.40
3645.8884-(Coffee Works	1,111.44	INV	06/03/2018	2368	Coffee machine weekly service Community Centres	370.48
				INV	06/03/2018	2338	Coffee machine weekly service Community Centres	370.48
				INV	06/03/2018	2319	Coffee machine weekly service Community Centres	370.48
3645.8899-(Majestic Plumbing	3,935.23	INV	06/03/2018	210120	Inspect drink fountain	171.60
				INV	06/03/2018	210098	Serviced tap 2/02/18	249.81
				INV	06/03/2018	210099	APU U62 Repair exterior garden taps	215.60
				INV	06/03/2018	210382	Service sink BP 25	268.40
				INV	06/03/2018	210387	BP 39 relight HWS & replace floor waste	443.85
				INV	06/03/2018	210373	BP 39 replace 2x plug and waste to kitchen sink 62	218.35
				INV	06/03/2018	210388	BP 24 service broken tap	368.50
				INV	06/03/2018	210386	BP 47 Replace leaking kitchen tap	259.60
				INV	06/03/2018	210126	Investigate gas smell	257.40
				INV	06/03/2018	210097	Repair broken tap	187.55
				INV	06/03/2018	210375	APU 72 disconnect/reconnect gas oven combo	347.23
				INV	06/03/2018	210121	Serviced boiler unit	171.60
				INV	06/03/2018	210096	Adventure Park Replace shower head	560.14
				INV	06/03/2018	210385	Service toilet Villa 7	215.60
3645.8980-(Westplan Design	363.00	INV	06/03/2018	00001853	Wellard Pavilion Extension Certificate of Design	363.00
3645.8984-(Baldivis Transport Pty Ltd	175.00	INV	07/03/2018	00001615	Bulk water supply 12/2/2018	175.00
3645.9004-(Nextra Wellard	173.57	INV	06/03/2018	5800	Daily paper and stationary for term 4	173.57
3645.9013-(Department of Mines, Industry	10,629.11	INV	06/03/2018	February18	Building Services Levy February 2018	10,629.11
3645.9047-(StarWest Party Supplies	966.00	INV	06/03/2018	1257	Summer Series Movie Nights Saturday 24 February	966.00
3645.9076-(Charles Service Company	82.98	INV	06/03/2018	00030786	Monthly Cleaning Services Retirement Village	82.98
3645.9547-(Retech Rubber	423.50					



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				INV	06/03/2018	00002428	Litchfield Park The Gecko Repair 4 Holes Litchfield	423.50
3645.9596-(Lush Digital Media Pty Ltd	9,011.97	INV	06/03/2018	1476	Production of hero video deposit	8,537.65
				INV	06/03/2018	1483	Video clip to promote Children's Festival	474.32
3645.9676-(Sifting Sands	9,694.21	INV	06/03/2018	INV-0149	Sand Cleaning	9,694.21
3645.9706-(Bonnie Violet Madsen	330.00	INV	06/03/2018	NeighbourDay2018	Grant contribution to host Neighbour Day 25/03/18	330.00
3645.9810-(XLR8 Fitness (WA) Pty Ltd	150.00	INV	06/03/2018	449	Deposit for Excursion to XLR8 Fitness on 24/04/18	150.00
3645.9812-(Coastal Firebreaks and Slashing	528.00	INV	06/03/2018	INV0759	Slash Block To Council Specifications	132.00
				INV	02/03/2018	INV0760	Slash Block To Council Specifications	132.00
				INV	02/03/2018	INV0761	Slash Block To Council Specifications	132.00
				INV	02/03/2018	INV0762	Slash Block To Council Specifications	132.00
3645.9815-(Eureka 4WD Training	2,280.00	INV	06/03/2018	00021798	Four Wheel Drive Training 20/02/18	1,140.00
				INV	06/03/2018	00021775	Four Wheel Drive Vehicle Training 20/02/18	1,140.00
3645.9866-(Haydon Hope	250.00	INV	06/03/2018	0003	Background music	250.00
3645.9870-(The Worm Shed	4,957.00	INV	02/03/2018	00004737	Workshop 24/02/2018	4,957.00
3645.9894-(Department of Planning, Lands and	714.00	INV	06/03/2018	00001673	Excursion 26/9/17 Fremantle Prison	714.00
3645.9895-(Murdoch University	2,520.00	INV	06/03/2018	Student:19808103	Study Fees	2,520.00
3645.9896-(Mad Dog Promotional Products Pty Lt	314.00	INV	02/03/2018	INV-0877	Sublimated T-shirts	314.00
3645.9900-(Jacob Solomon	330.00	INV	06/03/2018	2ndMarch2018	Grant funds for Neighbour Day 25/03/2018	330.00
3645.9902-(Relay for Life Kwinana	3,520.00	INV	07/03/2018	2ndMarch2018	Grant funds for Neighbour Day 25/3/2018	3,520.00
3645	22/03/2018	EFT TRANSFER: - 08/03/2018	-100.00				Return of Payment	
3646	07/03/2018	EFT TRANSFER: - 09/03/2018	246,265.49				Click Superannuation	
3647	08/03/2018	EFT TRANSFER: - 09/03/2018	5,252.85					
3647.565-0'		Bright Futures Family Day Care - Pa	1,057.21	INV	08/03/2018	260218-110318-1	FDC Payroll 26/2/18 -11/3/18	1,057.21
3647.568-0'		Bright Futures In Home Care - Payro	4,195.64	INV	08/03/2018	260218-110318-1	IHC Payroll 26/2/18 - 11/3/18	4,195.64
3648	14/03/2018	EFT TRANSFER: - 14/03/2018	14,969.87					
3648.2853-(Maxxia Pty Ltd	5,527.42	INV	08/03/2018	100329020180228	Being Employee NET ITC for period 1/2 to 28/2/18	446.18
				INV	14/03/2018	PY01-19-Maxxia P	Payroll Deduction	2,256.62



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				INV	14/03/2018	PY01-19-Maxxia P	Payroll Deduction	2,824.62
3648.3376-(Health Insurance Fund of WA (HIF)	1,132.45	INV	14/03/2018	PY01-19-Health I	Payroll Deduction	1,132.45
3648.3719-(City of Kwinana - Xmas fund	8,310.00	INV	14/03/2018	PY01-19-TOK Chri	Payroll Deduction	8,310.00
3649	14/03/2018	EFT TRANSFER: - 14/03/2018	862,063.51					
3649.1044-(Oakford Agricultural & Garden Suppl	1,523.85	INV	13/03/2018	79438	Hardware Items Assorted	100.85
				INV	13/03/2018	79437	Supply of 100 wool bale garden bags	1,423.00
3649.1046-(OCE Australia Ltd	222.66	INV	13/03/2018	1441374	Monthly Charges for scanner & printer	222.66
3649.1059-(Vodafone Messaging	176.00	INV	13/03/2018	11193234	Pager Network Access Fee March 2018	176.00
3649.1130-(Port Printing Works	400.40	INV	12/03/2018	INV013065	500 x 3 kinds of DL flyers	195.80
				INV	12/03/2018	INV012716	Printing of 20 x A3 and 1000 x A5 Flyers	147.40
				INV	12/03/2018	INV012714	Sing for your Life Flyers	57.20
3649.1157-(Quality Traffic Management Pty Ltd	2,316.16	INV	08/03/2018	24114	Traffic controller 30/1/18	166.16
				INV	13/03/2018	24196	Complex Traffic Management Plan + TCD(s)	2,150.00
3649.1178-(Holcim (Australia) Pty Ltd	875.38	INV	13/03/2018	9403541196	Concrete 0.8 M3	337.04
				INV	08/03/2018	9403535832	1.8m3 concrete	538.34
3649.1186-(Red Dot	74.00	INV	13/03/2018	01000022	Wellard Centre Term 2 Items	74.00
3649.1187-(Red Sand Supplies Pty Ltd	484.00	INV	13/03/2018	00011379	Tipping fees for Mortimer footpath	484.00
3649.1206-(Ritz Party Hire	410.00	INV	13/03/2018	1244603170	Marquee 3M X 3M for School Holidays Storytime	410.00
3649.1249-(Royal Life Saving Society	280.00	INV	08/03/2018	87478	Pool Lifeguard Requalification	280.00
3649.1265-(Sai Global Ltd	179.93	INV	08/03/2018	SAIG11S-780241	Unlock Australian Standards 1742.7	179.93
3649.1266-(Salmat Targeted Media Pty Ltd	764.68	INV	13/03/2018	1000537872	Distribution of Children's festival DL leaflets	764.68
3649.1276-(Satellite Security Services	2,476.79	INV	08/03/2018	IV002181	Thomas Kelly Pavilion Function Room Glass Break	300.00
				INV	08/03/2018	IV002099	Installation of Magnetic Locks to Passage Doors	2,176.79
3649.1313-(Daimler Trucks Perth	566.20	INV	12/03/2018	6132370D	Pin assy & washer	43.40
				INV	12/03/2018	6132344D	Parts	223.52
				INV	12/03/2018	6132422D	Shackle assy	62.12
				INV	12/03/2018	6132482D	Parts	237.16
3649.134-0'		Australia Post	582.24	INV	09/03/2018	1007243234	Agency commission period 28/2/18	582.24



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3649.1343-(Southern Metropolitan Regional Coun	10,733.36	INV	08/03/2018	13042	MRF Gate fees Feb 2018	10,733.36
3649.1375-(Stewart & Heaton Clothing Co Pty Lt	1,060.07	INV	13/03/2018	SIN-2835344	Trouser AS4824 Navy Male T745-NVY	1,060.07
3649.1423-(Telstra	11,516.42	INV	13/03/2018	9385375010Feb18	Internet and Data to 280218	2,491.62
				INV	09/03/2018	3752384000Feb18	Usage to 21/2/18 FDC	26.05
				INV	12/03/2018	3764775000Feb18	Usage to 21/2/18 Depot alarm	158.43
				INV	14/03/2018	1355246271Feb18	Mobile phone for whole organisation to 26/02/18	8,840.32
3649.1517-(Trophy Specialists	65.00	INV	13/03/2018	7351	Name plates for Lawyer	65.00
3649.1520-(Truck & Car Panel & Paint	2,410.98	INV	13/03/2018	00003888	Excess only 1GJX593	500.00
				INV	13/03/2018	00003892	KWN2027 Non insurance claim repairs	1,910.98
3649.1530-(Wormald Australia Pty Ltd	1,340.90	INV	09/03/2018	7669946	Recquatic Routine inspection repairs	840.40
				INV	09/03/2018	7672441	Senior Citizens Replace/Remount Extinguishers	500.50
3649.1577-(WA Rangers Association Inc	250.00	INV	13/03/2018	80	Advertising for City Assist Officer	250.00
3649.1589-(Waste Stream Management Pty Ltd	165.00	INV	13/03/2018	00825472	Tipping Fees 5m3 sand and rubble	165.00
3649.1592-(Water Corporation of Western Austra	295.42	INV	13/03/2018	9000334597Mar18	Service Charges Feilman Building	295.42
3649.1609-(West Australian Newspapers Limited	1,075.00	INV	09/03/2018	1002334820180228	Adverts 28/02/2018	1,075.00
3649.1614-(Westbooks	90.98	INV	08/03/2018	294795	On-line titles for Library	14.79
				INV	08/03/2018	294796	On-line titles for Library	51.78
				INV	08/03/2018	294798	Title "The Cowgirl"	24.41
3649.1621-(Western Australian Treasury Corpora	41,411.83	INV	13/03/2018	Loan105&101	Loan #105 & 101 due 27/3/18 Interest only	41,411.83
3649.1718-(Qualcon Laboratories Pty Ltd	1,342.00	INV	14/03/2018	00023762	Pavement testing layer reports for Gilmore Ave	1,342.00
3649.1825-(Greenacres Turf Group	210.00	INV	13/03/2018	00051273	Village Green Kikuyu Turf	210.00
3649.188-0'		Beaurepaires Tyres Kwinana	124.74	INV	13/03/2018	U548349133	Puncture Repair to Truck PL#252	124.74
3649.2021-(Subway Kwinana	90.00	INV	12/03/2018	CPER1807900	Refreshments for JJ Service meeting	90.00
3649.2024-(Institute of Public Works Engineeri	474.82	INV	13/03/2018	21882	Plant and Vehicle Management Manual	474.82
3649.2097-(Beaver Tree Services Aust Pty Ltd	5,693.52	INV	12/03/2018	64298	Tree Pruning	3,313.87
				INV	12/03/2018	64248	Emergency Call Out Leda	1,333.33
				INV	13/03/2018	65512	Verge & POS Tree Watering	1,046.32
3649.2121-(Suez	590.40	INV	13/03/2018	24952946	Green waste pick up	590.40



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3649.2125-(Synergy		171,153.75	INV	13/03/2018	504616220Mar18	1614U Rogan Park	345.60
				INV	13/03/2018	129764890Mar18	7273U Lambeth Park POS	1,363.20
				INV	13/03/2018	856518550Mar18	Decorative Lighting to 270218	2,546.35
				INV	13/03/2018	179469390Mar18	4262U Bertram Community Centre	1,492.60
				INV	13/03/2018	149872970Mar18	7947U Incubator	2,327.30
				INV	13/03/2018	958335710Mar18	7797U Orelia Oval	1,674.50
				INV	13/03/2018	144372270Mar18	4039U Thomas Oval Retic	547.60
				INV	13/03/2018	792417950Mar18	Street Lighting to 240218	113,698.55
				INV	08/03/2018	107029100Mar18	8028U Wellard Community Centre	2,248.15
				INV	08/03/2018	700373810Feb18	440U Rutherford Park	184.75
				INV	08/03/2018	200144210Feb18	643U Sloan Caretakers Cottage	235.95
				INV	08/03/2018	685078510Feb18	131U Gawler Way	76.20
				INV	08/03/2018	882732750Feb18	0U Harrison Way	32.50
				INV	08/03/2018	285940430Feb18	2074U Rhodes Park	404.15
				INV	08/03/2018	098975100Feb18	1584I Sandringham Park	359.00
				INV	08/03/2018	925767370Feb18	2198U Gilmore Retic	455.65
				INV	08/03/2018	422268910Mar18	6312.36U Depot	1,543.05
				INV	08/03/2018	118367820Mar18	5365U Thomas Oval Pavilion	1,139.35
				INV	08/03/2018	177581220Mar18	86829U Recquatic	21,879.70
				INV	08/03/2018	135567600Mar18	46183U Darius Library/Resource Centre	12,592.50
				INV	08/03/2018	258360080Mar18	4748U Kwinana Adventure Park	949.50
				INV	08/03/2018	141057240Mar18	16385U The Zone	5,057.60
3649.2218-(Sunny Industrial Brushware Pty Ltd		815.10	INV	13/03/2018	00017972	Tractor Broom 1pce	815.10
3649.2224-(Prestige Catering & Event Hire		215.25	INV	08/03/2018	00022016	Catering 02/03/18 Seniors Morning Tea	215.25
3649.2339-(ZircoData Pty Ltd		861.81	INV	08/03/2018	ZDI0013947	Offsite Storage & Retrieval Costs	861.81
3649.2383-(VIP Entertainment		660.00	INV	08/03/2018	3831	DJ for Australia Day Event	660.00
3649.2410-(ABCO Products		327.07	INV	08/03/2018	328888	Darius Wells Toilet Tissue	327.07
3649.2460-(Allcom Communications		1,434.40	INV	13/03/2018	27251	P512 1GKI502 Works required	1,434.40
3649.2475-(Xercise Pro		2,555.00	INV	12/03/2018	230218	Annual Licence Fee	2,555.00
3649.248-0'	Bunnings Building Supplies		748.78	INV	08/03/2018	2163/01576444	Administration Timber for changing desk level	39.39
				INV	08/03/2018	2163/01089770	Kwinana Adventure Park Paint and brushes	441.40
				INV	08/03/2018	2163/01577153	Darius Wells Hole Covers	82.14
				INV	08/03/2018	2163/01632617	Administration MDF Panels	167.41



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				INV	08/03/2018	2163/01095750	City Assist Hardware Items	18.44
3649.2483-(Picton Press	584.92	INV	13/03/2018	35306	Printing QTYx200 of the Multicultural Action Plan	584.92
3649.2492-(Yakka Pty Ltd	311.95	INV	13/03/2018	10114272	Workwear	311.95
3649.2507-(Ixom Operations Pty Ltd	1,089.82	INV	13/03/2018	5939324	Chlorine bottle	100.94
				INV	13/03/2018	5938670	Chlorine gas	988.88
3649.2512-(Konnect	82.23	INV	13/03/2018	16456111	Parts Mechanic	82.23
3649.2546-(Sigma Chemicals	701.49	INV	13/03/2018	111550/01	2 x filter bags for pool blaster pool cleaner	131.69
				INV	13/03/2018	112195/01	14 x 25kg bags soda ash, 8 x 25kg bag bi-carb	569.80
3649.2646-(Neverfail Springwater	41.75	INV	13/03/2018	939989	Filtered water for Zone staff	41.75
3649.303-0'		Challenge Chemicals Australia	250.25	INV	14/03/2018	27266	2x drum hilite, 1 x drum spearsan, 1 x drum winner	250.25
3649.3031-(Specialised Security Shredding	30.36	INV	13/03/2018	00224443	Specialised Security Shedding GC Bin Exchange	20.24
				INV	13/03/2018	00224146	Specialised Security Shredding GC Bin Exchange	10.12
3649.3087-(Troy Benjamin Morley	63.67	INV	13/03/2018	120318	Fuel for P524 due to BP unavailability	63.67
3649.3105-(Poly Pipe Traders	304.12	INV	13/03/2018	00090627	Reticulation Parts Various	304.12
3649.3155-(PFD Food Services Pty Ltd	696.95	INV	12/03/2018	KJ582803	Cafe Supplies	165.25
				INV	12/03/2018	KJ388516	Cafe Supplies	531.70
3649.3212-(Marketforce Pty Ltd	3,485.52	INV	13/03/2018	19893	Advertisement Death Notice	109.58
				INV	12/03/2018	19889	Advertisement Cockburn Rd Resurfacing	441.10
				INV	12/03/2018	19894	Advertisement Cockburn Rd Resurfacing	175.69
				INV	12/03/2018	19883	Access and Inclusion 20 x 4 advert	810.69
				INV	12/03/2018	19892	Advertisement Tender Wellard Pavilion Storage Room	428.93
				INV	12/03/2018	19886	Advertising online Community Liaison Officer	171.94
				INV	12/03/2018	19885	Advertising online City Assist Officer	171.94
				INV	12/03/2018	260218	10x4 ad for Children's Festival in Sound Telegraph	544.20
				INV	12/03/2018	19881	2x adverts Library Opening Hours	459.51
				INV	12/03/2018	19890	Advert 16/02/2018	171.94
3649.3312-(Daniels Printing Craftsmen	143.00					



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				INV	13/03/2018	51355	Library DL leaflets Learn Participate Celebrate	143.00
3649.3334-(Bertram Primary School	5,500.00	INV	13/03/2018	Fair2018	Community Event Funding for Bertram Fair 2018	5,500.00
3649.3409-(Allpet Products	45.05	INV	13/03/2018	1638026	Muzzle Nylon B/P Sizes 4, 5 and 6	45.05
3649.3452-(Western Maze Pty Ltd	22,860.77	INV	13/03/2018	00015530	Greenwaste collect Area 3	22,788.70
				INV	13/03/2018	00015537	Greenwaste Collection Go Back	72.07
3649.347-0'		Cleanaway Pty Ltd	165,122.09	INV	12/03/2018	9790262	Service Skip Bins at Adventure Park	748.88
				INV	08/03/2018	9789462	Clear bins Feb 2018	164,373.21
3649.358-0'		Coastline Mowers	215.70	INV	08/03/2018	16487#12	Handle moldings	107.00
				INV	13/03/2018	16498#5	Blade Set Atom Edger	99.00
				INV	13/03/2018	16499#5	Tie Rod Nut	9.70
3649.3686-(KAJ Installations & Services	196.00	INV	13/03/2018	00004398	Supply and program new garage remotes	196.00
3649.3710-(Local Government Managers Australia	5,720.00	INV	13/03/2018	N7768	LG Professionals Management Challenge	5,720.00
3649.3977-(MRP Osborne Park-General Pest/Termi	991.00	INV	13/03/2018	71564	Dog Pound Ant Treatment	235.00
				INV	13/03/2018	71365	Termite Control Treatment	195.00
				INV	08/03/2018	71364	Administration Building Services Ant Control	195.00
				INV	08/03/2018	71422	Wheatfield/Taskers Cottage Pest Control	366.00
3649.4026-(Redink Homes Pty Ltd	4,312.00	RFD	13/03/2018	247278	Refund security deposit	1,400.00
				RFD	13/03/2018	671646	Refund security deposit	1,456.00
				RFD	13/03/2018	809130	Refund security deposit	1,456.00
3649.4033-(Envision Ware Pty Ltd	26.79	INV	12/03/2018	INV-AU-3918	Freight for blade reader battery	26.79
3649.4057-(Kelyn Training Services	50.00	INV	08/03/2018	00026653	Traffic Management Permit	50.00
3649.407-0'		Winc Australia Pty Ltd	48.72	INV	14/03/2018	9023569855	Stationery Order Admin February 2018	48.72
3649.4073-(Davidson Trahaire Corppsych Pty Ltd	2,370.50	INV	08/03/2018	P93418	Onsite support	2,370.50
3649.4074-(Tanks for Hire	1,100.00	INV	13/03/2018	5635A	ABC Rock Symphony Water for Water Barriers	1,100.00
3649.4125-(LD Total	69,374.36	INV	08/03/2018	89844	Landscape maint Feb 2018 Whistling Grove	345.22
				INV	08/03/2018	89837	Landscape maint Feb 2018 Honeywood Rise	278.70
				INV	08/03/2018	89842	Landscape maint Feb 2018 Wellard Village	6,232.40
				INV	08/03/2018	89831	Landscape maint Feb 2018 Belgravia	1,108.79
				INV	08/03/2018	89833	Landscape maint Feb 2018 Emerald Park	1,125.81



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				INV	08/03/2018	89835	Landscape maint Feb 2018 Honeywood	4,270.57
				INV	08/03/2018	89840	Landscape maint Feb 2018 Sunrise Estate	201.06
				INV	08/03/2018	89843	Landscape maint Feb 2018 Wellard Village	26,954.72
				INV	08/03/2018	89832	Landscape maint Feb 2018 Belgravia	4,978.34
				INV	08/03/2018	89834	Landscape maint Feb 2018 Emerald Park	3,707.19
				INV	08/03/2018	89836	Landscape maint Feb 2018 Honeywood	14,112.37
				INV	08/03/2018	89841	Landscape maint Feb 2018 Sunrise Estate	990.67
				INV	08/03/2018	89845	Landscape maint Feb 2018 Whistling Gve	1,947.61
				INV	08/03/2018	89838	Landscape maint Feb 2018 Honeywood	977.85
				INV	08/03/2018	89839	Landscape maint Feb 2018 Latitude 32	2,143.06
3649.413-0'		Covs Parts Pty Ltd	1,008.16	INV	09/03/2018	1650057423	Various Parts, Oils and WD 40	463.19
				INV	09/03/2018	1650057424	Oil Compressor 5 Litres	68.23
				INV	12/03/2018	1650059417	Assorted car parts	378.84
				INV	13/03/2018	1650059448	Wrench Set	97.90
3649.4190-(AC Cooling Services	121.00	INV	13/03/2018	1443	BP 39 service aircon in unit	121.00
3649.4233-(Wavesound Pty Ltd	2,310.00	INV	14/03/2018	120172	Transparent Language Online Band C Renewal	2,310.00
3649.4245-(ED Property Services	1,892.00	INV	13/03/2018	00001064	BP repair to lime stone wall at Bright Rd entrance	550.00
				INV	13/03/2018	00001066	Repair broken wood panel at foyer of BP Clubhouse	176.00
				INV	13/03/2018	00001065	BP 39 repair to sliding door frame of built in	66.00
				INV	13/03/2018	00001063	APU units wall repairs and re-paint	770.00
				INV	13/03/2018	00001062	APU units wall repairs and re-paint	330.00
3649.4246-(Atom Supply	156.42	INV	13/03/2018	H967716	92R Navy BPC6007 Bisley Drill Cargo Pant	123.75
				INV	13/03/2018	H967752	Vests Safety Hi Vis Fluro yellow reflective	32.67
3649.4350-(T J Depiazzi & Sons	6,320.60	INV	13/03/2018	92459	Supply and Deliver Pinebark Mulch to Depot	6,320.60
3649.4412-(JB Hi-Fi Rockingham	644.50	INV	13/03/2018	102659101-100	DVDs	348.70
				INV	13/03/2018	102659098-100	CDs	295.80
3649.4551-(Jaycar Pty Ltd	22.00	INV	13/03/2018	45122170135	SF2174 Slow Blow 2A Fuse 5MMX20MM (T2AL250)	22.00
3649.4664-(AMPAC Debt Recovery (WA) Pty Ltd	15.84	INV	13/03/2018	44767	Debt recovery services	15.84
3649.4719-(Complete Office Supplies Pty Ltd	122.86	INV	13/03/2018	07351515	Purchase of various stationery items for Depot	122.86



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3649.4790-(Spotlight Pty Ltd	175.94	INV	13/03/2018	0065010346807	Supply Craft material	175.94
3649.4799-(Michael James Curranagasawa	100.00	RFD	13/03/2018	1250926	Refund bond Patio hire 12/2/2018	100.00
3649.4800-(Web In A Box	30.00	INV	13/03/2018	41597	Domain Registration for voicesofkwinana.com	30.00
3649.483-0'		Landgate	3,518.83	INV	12/03/2018	337480-10001098	Mining Tenements Chargeable 120118 to 050218	76.70
				INV	09/03/2018	833723	Land enquiry Feb 2018	151.80
				INV	09/03/2018	337632-10001098	GRV chargeable Sch No.G2018/4	3,290.33
3649.4861-(Big W	347.81	INV	13/03/2018	953798/953799	Assorted craft items	225.00
				INV	13/03/2018	953805/953806	Assorted craft items	66.00
				INV	13/03/2018	953804	Personal care packs for Homeless people	56.81
3649.5386-(Efficient Homes Australia Pty Ltd	26,840.00	INV	08/03/2018	60005475-1	Supply and install of solar panels Bertram CC	11,440.00
				INV	08/03/2018	60005474-1	Supply and install of solar panels Incubator	15,400.00
3649.5453-(Kirby Swim Equip Pty Ltd	1,224.08	INV	08/03/2018	INV-0611	Swim platform and parts	1,224.08
3649.5520-(Master Lock Service	1,030.00	INV	12/03/2018	00004962	Recquatic Wirrupunda Room Repair Door Lock	110.00
				INV	12/03/2018	00004964	Adventure Park Toilet Block replace door handles	870.00
				INV	13/03/2018	00004958	BP 48 keys to suit security door and deadbolt	50.00
3649.5581-(Totally Workwear Rockingham	129.95	INV	13/03/2018	RK3636.D1	King Gee Comptec G7 Women Sport Safety Shoe Black	129.95
3649.560-0'		Goodchild Enterprises	39.60	INV	13/03/2018	52208	12V 30AH Battery	39.60
3649.5627-(Tyrecycle Pty Ltd	720.73	INV	13/03/2018	672625	Tyre service	720.73
3649.5646-(Bent Logic	517.00	INV	13/03/2018	00031570	1000 x Kwinana Recquatic Membership Cards	517.00
3649.5750-(Kev's Wheelie Kleen	176.00	INV	14/03/2018	568	John Wellard Bin Cleaning 060318	88.00
				INV	14/03/2018	537	William Bertram Bin Cleaning 280218	88.00
3649.5823-(Accord Security Pty Ltd	3,208.04	INV	12/03/2018	00022391	Security Officer at Darius Wells Library Various	3,208.04
3649.583-0'		Flexi Staff Pty Ltd	1,988.84	INV	13/03/2018	186100	Building Maintenance Leave Cover	1,988.84
3649.5996-(CMS Engineering Pty Ltd	628.10	INV	08/03/2018	27724	Engineering Department Temperature control	628.10
3649.6018-(ALSCO Pty Ltd	81.29	INV	12/03/2018	CPER1807900	Linen Hire for Council Dinners	81.29
3649.6107-(Vivid Promotions	4,489.21	INV	12/03/2018	34988	Promotional Items for Kwinana Recquatic	1,382.15



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				INV	12/03/2018	34987	Promotional Items for Kwinana Recquatic	1,302.40
				INV	14/03/2018	33717	Edge Skatepark Flat peak trucker cap x100	762.96
				INV	14/03/2018	33719	Edge Skatepark Urban Snap Flat Peak Cap x100	1,041.70
3649.6267-(Woolworths Group Limited	643.03	INV	12/03/2018	2982575	Food and supplies for FDC	99.69
				INV	13/03/2018	2982588	Food for Inspiring Futures Program Zone	102.04
				INV	13/03/2018	2982593	Milk for Zone	8.00
				INV	13/03/2018	2982563	Food for Young Boxing Womans Program	22.15
				INV	12/03/2018	26027911	Catering supplies	104.66
				INV	12/03/2018	2982568	Cafe supplies	55.80
				INV	12/03/2018	2982577	Purchase of items for Master Chef	44.68
				INV	12/03/2018	2982583	Depot kitchen supplies	162.03
				INV	12/03/2018	2982561	Depot Morning tea supplies	28.15
				INV	14/03/2018	3116336	Food for Zone Activity	15.83
3649.6289-(Clockwork Print	470.80	INV	08/03/2018	44086	Vacation Care Promotional banner	382.80
				INV	08/03/2018	44087	Bookings Now Open Stickers	88.00
3649.6370-(Elexacom	6,129.96	INV	12/03/2018	22241	RCD Testing of BBQ's Various Locations	1,255.71
				INV	13/03/2018	22625	Switch for Christmas Tree Lighting	870.10
				INV	13/03/2018	22610	BP replace new external light that was missing	170.39
				INV	13/03/2018	22623	APU Unit 58 replaced Fluoro lamp and smoke alarm	486.00
				INV	08/03/2018	22626	Darius Wells After hours call out damaged light	1,480.51
				INV	08/03/2018	22624	Darius Wells Preventative Maintenance Repairs	316.25
				INV	08/03/2018	22611	The Zone Aircon Circuits Tripping	1,551.00
3649.6397-(iikon	1,100.00	INV	08/03/2018	914	Planning workshop 2/02/2018	1,100.00
3649.6547-(Enekosi Si'u	44.00	INV	12/03/2018	080318	HR Licence Reimbursement	44.00
3649.6707-(Labourforce Impex Personnel Pty Ltd	1,756.76	INV	13/03/2018	136760	Depot Staff w/e 020318	1,756.76
3649.6745-(Shelford Constructions Pty Ltd	746.19	INV	09/03/2018	16.2	Rates Refund	746.19
3649.6760-(Veolia Environmental Services	2,761.00	INV	14/03/2018	6760	Removal of chemical waste Works Depot	2,761.00
3649.6812-(Australian Grown	391.66	INV	09/03/2018	SI18233	10 x Size 2 Tshirts 10x size 4 Tshirts plus Logo	263.12



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				INV	09/03/2018	SI18235	Adult Polo Shirts plus Logo Moorditj Kulungar	47.85
				INV	09/03/2018	SI18234	Adult Polo Shirts + Logo	80.69
3649.69-01		Alinta Gas	83.80	INV	12/03/2018	113003464Feb18	0U Little Rascals	37.70
				INV	09/03/2018	765774910Feb18	62U Family Day Care	46.10
3649.7-01		AAA Windscreens & Tinting	1,138.00	INV	13/03/2018	INV-39580	The Zone Strip damaged exterior window	1,138.00
3649.7258-(T.J O'Donovan	400.00	INV	13/03/2018	105	William Bertram Finally Fridays Musician 09/03/18	400.00
3649.7388-(Morris Jacobs	155.00	INV	12/03/2018	060318	Facilitation of Art Group 060318	155.00
3649.7557-(Sheila Mills	67.02	INV	14/03/2018	Jan/Feb2018	Travel Expenses Jan/Feb 2018	67.02
3649.7565-(Stacey Ann Tree	104.42	INV	14/03/2018	080318	Refund for cancelled membership	104.42
3649.7575-(Pickles Auctions	1,287.00	INV	13/03/2018	6001817	Proceeds of Sale TOK008	200.00
				INV	13/03/2018	6001816	Proceeds of Sale Various	1,087.00
3649.7601-(Focus Networks	4,400.00	INV	13/03/2018	00007486	40 Hours Pre-Paid Hours Assistance with IT	4,400.00
3649.7605-(Flying Canape	852.00	INV	12/03/2018	11454	Skills Development Workshop 28 Feb 2018 Catering	852.00
3649.762-0'		Blackwood & Sons Ltd	1,894.47	INV	08/03/2018	KW5671OZ	Cap legionaire	43.56
				INV	13/03/2018	PE0344PA	Safety Boots	159.50
				INV	13/03/2018	KW8920OK	Tape Packaging Polypak + CLR 48mm x 75	110.88
				INV	13/03/2018	KW6955OX	Sealant, Earmuffs and Earplugs	385.67
				INV	13/03/2018	PE7890PA	Specs magnifiq eyes 103X OP GY 2.5	73.92
				INV	13/03/2018	PE4737PB	Specs magnifiq eyes 103RX OP GY +2.5	49.28
				INV	13/03/2018	PE1370PC	Earmuff thunder T1F H/B CL5 1011600	21.04
				INV	13/03/2018	KW3281OU	Part no: 03202757 Vest Cotton Drill WH MVE003 T	34.83
				INV	13/03/2018	KW0560PC	Black Pelican Torch 7600 LED	119.20
				INV	13/03/2018	KW8570OM	Part number 0471 4155 Spray & Mark 350GM White	106.13
				INV	13/03/2018	PE6498PA	04724308 Chain Reg Link S/CLR PR10 10MM	214.94
				INV	13/03/2018	KW0960PA	Safety Steps x 6	575.52
3649.7625-(Flex Industries Pty Ltd	7,613.32	INV	13/03/2018	58348	P46 KWN704 Damage Repairs to Make Operational	7,354.82
				INV	08/03/2018	58699	Relocate external speakers	258.50



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3649.7854-(Shana James Visual Artist	2,400.00	INV	09/03/2018	06/03/2018	16 x Children's Festival In School Workshops	2,400.00
3649.7937-(Kerb Direct Kerbing Pty Ltd	7,309.34	INV	13/03/2018	2727	Supply and install various kerbing	7,309.34
3649.795-0'		K Mart	35.00	INV	14/03/2018	111641	Term 4 2017 Holiday Program Items	35.00
3649.7965-(Marianne Annereau	1,397.00	INV	12/03/2018	BV175	Google Street View Virtual Tour	1,397.00
3649.8125-(Xpresso Delight Midland	440.00	INV	12/03/2018	INV-0115	Coffee machine servicing to 010318	440.00
3649.8133-(Glen Flood Group Pty Ltd	1,418.40	INV	12/03/2018	INV-0640	Fleet Services Review	1,418.40
3649.8200-(Swing 'N Sway	200.00	INV	12/03/2018	070318	Performance and workshop at Darius Wells 070318	200.00
3649.8224-(Axiis Contracting	70,821.91	INV	08/03/2018	3522	Install concrete footpath Mortimer Road	66,113.79
				INV	08/03/2018	3521	Install concrete footpath Gilmore Avenue	4,708.12
3649.8227-(Emerald Gardens and Landscaping	3,388.00	INV	08/03/2018	060318	Coastcare Project Watering at BP Site	1,694.00
				INV	08/03/2018	060318A	Coastcare Project Watering plants at KIC site	1,694.00
3649.8302-(Chris Kershaw Photography	440.00	INV	13/03/2018	L2181	Photography at Citizenship Ceremony February 2018	440.00
3649.8319-(Poolwerx Spearwood	1,795.45	INV	13/03/2018	95508-1	Daily water test and balance	1,795.45
3649.8325-(Envirosweep	11,653.40	INV	12/03/2018	54543	Sweeping at various roads	1,149.50
				INV	13/03/2018	54488	Road Sweeping as per 609KWN16 to 28/02/18	3,181.20
				INV	13/03/2018	53627	Extra sweep of Medina	1,452.00
				INV	13/03/2018	54539	Monthly Carpark Sweeping for February 2018	3,071.20
				INV	13/03/2018	54538	Road Sweeping as per 609KWN16 to 28/02/18	2,799.50
3649.8346-(Skateboarding WA	3,437.50	INV	08/03/2018	INV-0409	SWA annual programs	3,437.50
3649.8425-(Webson Services	4,532.00	INV	09/03/2018	2195	Darius Wells Library and Resource Centre Repaint	4,532.00
3649.8595-(Purearth	5,725.01	INV	13/03/2018	00000475	Collection of road sweepings 66.3T	5,725.01
3649.8623-(Irrigation West	10,634.32	INV	09/03/2018	IV00000000658	Mainline repair work	10,634.32
3649.8715-(Codeswitch Pty Ltd	3,800.00	INV	12/03/2018	INV-0501	Development City's Reconciliation Action Plan	3,800.00
3649.8808-(Alice Cordy-Hedge	150.00	INV	12/03/2018	009	1 hour photography at Worm Farm Workshop	150.00
3649.8818-(Sienna Properties Pty Ltd	217.00	INV	08/03/2018	16.1	Rates Refund	217.00



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3649.888-0'		Les Mills Australia	443.43	INV	12/03/2018	905238	Monthly license fee March 2018	443.43
3649.8894-(Landscape and Maintenance Solutions	23,289.79	INV	13/03/2018	INV-0567	Mowing service Feb 18	13,250.23
				INV	12/03/2018	INV-0568	Passive and Streetscape mowing	8,179.61
				INV	12/03/2018	INV90569	Mowing service	1,859.95
3649.8899-(Majestic Plumbing	6,497.59	INV	08/03/2018	210374	Calista Tennis Club Cold water tap repair	288.09
				INV	08/03/2018	210376	Sloan Public Toilets Investigate leak	321.53
				INV	08/03/2018	280218	Dog Pound low Water Pressure	171.60
				INV	08/03/2018	210378	Darius Wells Replace ZIP unit filter	477.40
				INV	08/03/2018	210380	Honeywood Estate Leaking Drinking Fountain	182.60
				INV	08/03/2018	210381	Kwinana Golf Club Meet ATCO to replace gas meter	171.60
				INV	08/03/2018	210383	Recquatic Burst pipe on the roof of the centre	177.10
				INV	08/03/2018	210384	Darius Wells Replace ZIP Filter library staff room	325.60
				INV	08/03/2018	210390	Thomas Kelly Pavilion Blocked Toilets	85.80
				INV	08/03/2018	210396	Thomas Kelly Pavilion Replace ZIP Boil Unit	4,124.67
				INV	08/03/2018	210372	Recquatic Leak in water fountain in cardio room	171.60
3649.8980-(Westplan Design	6,169.52	INV	13/03/2018	00001855	PI insurance	3,739.51
				INV	13/03/2018	i17coKFI	Wellard Pavilion Extension	2,430.01
3649.8996-(Fridgair Industries Pty Ltd	1,754.50	INV	08/03/2018	29451	Depot Supply and fit new Scotsman Ice Bin	1,754.50
3649.8998-(McLeods	4,493.98	INV	08/03/2018	102062	Matter No16209	223.23
				INV	13/03/2018	102170	Matter No 36946	672.54
				INV	13/03/2018	102171	Matter No 42166	3,598.21
3649.9019-(Kearns Garden Supplies	174.03	INV	13/03/2018	54 Banisa Park	Purchase of various hardware for Banksia Park	68.46
				INV	13/03/2018	53 APU	Purchase of various hardware for APU	51.07
				INV	12/03/2018	08	Bright Futures Floor Scraper	54.50
3649.9030-(Air Liquide Australia	98.59	INV	13/03/2018	UN9343	Cylinder Fee	98.59
3649.9043-(Ruckus Scooters Pty Ltd	3,000.00	INV	08/03/2018	13	Scooter Competition at Edge Skatepark	3,000.00
3649.9044-(TenderLink	192.50	INV	12/03/2018	AU-243292	Upload of Tender Documents Wellard Pavilion	192.50
3649.9100-(Ray White Jones & Associates	402.95	INV	07/03/2018	15.8	Rates Refund	402.95



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3649.9274-(Senversa	4,180.00	INV	09/03/2018	11607	Review of Peace Park	4,180.00
3649.9385-(Worldwide Printing Solutions	784.80	INV	12/03/2018	214,813	A5 Request To Remove Vehicle Books	784.80
3649.9404-(101 Residential Pty Ltd	1,456.00	RFD	13/03/2018	685871	Refund security deposit L20 Canvendish	1,456.00
3649.9494-(Reece's Event Hire	11,046.51	INV	13/03/2018	33113	Infrastructure hire for Australia Day 2018	11,046.51
3649.9572-(Aaron Thomas	750.00	INV	13/03/2018	08-03-18	William Bertram Finally Fridays 2nd March Musician	300.00
				INV	12/03/2018	005	Open Mic Evening Event	450.00
3649.9590-(My Media Intelligence Pty Ltd	768.02	INV	12/03/2018	INV-0736	Media monitoring contract as per signed agreement	768.02
3649.9596-(Lush Digital Media Pty Ltd	592.90	INV	12/03/2018	1488	30 second social clip from captured footage	592.90
3649.9598-(Parkers WA	385.00	INV	08/03/2018	INV-662	Community First ACROD Bay	385.00
3649.9729-(Price Consulting Group Pty Ltd	6,679.20	INV	08/03/2018	00003467	New job classification system	6,679.20
3649.9799-(Cindy Joanna Palermo	92.58	INV	14/03/2018	120318	2017 Lyrik Scholarship	92.58
3649.9814-(Befriend	6,902.50	INV	13/03/2018	INV-0284	Befriendly Kwinana Project	6,902.50
3649.9890-(Damian William Loder	540.00	INV	07/03/2018	A/N21295	Crossover subsidy rebate	540.00
3649.9891-(Little Green Truck Rockingham	55.00	INV	08/03/2018	00180214-01	Delivery of art equipment to Zone	55.00
3649.9903-(Arvin Santiago Salazar	959.96	INV	07/03/2018	15.9	Rates Refund	959.96
3649.9904-(Southern Cross Housing Ltd	458.06	INV	08/03/2018	16.0	Rates Refund	458.06
3649.9906-(Tim Palman	120.00	INV	13/03/2018	21021801	Wellard by Tim Palman	120.00
3649.9908-(Hanson Construction Materials Pty L	701.14	INV	14/03/2018	16.3	Rates Refund	701.14
3649.9909-(Aglime of Australia	770.00	INV	13/03/2018	00026715	Delivery of lime sand to the Adventure Park	770.00
3649.9914-(Robogals Perth	250.00	INV	14/03/2018	130318	Donation participation in Alcoa Childrens Festival	250.00
3649.9915-(David George Gossage	100.50	INV	13/03/2018	12thMarch2018	Fuel for KWN700	100.50
3649.9916-(Arvin Santos	1,000.00	RFD	13/03/2018	1245787	Refund bond Patio hire 06/02/2018	1,000.00
3649.9917-(Melanie Gissing	100.00	RFD	13/03/2018	1207771	Refund bond Patio hire 21/11/17	100.00
3649.9918-(Chelsea Barton	100.00	RFD	13/03/2018	1214890	Refund bond Patio hire 07/12/2017	100.00
3649.9919-(Arpan Bhandari	100.00	RFD	13/03/2018	1260619	Refund bond Patio hire 02/03/2018	100.00
3649.9920-(Jenna Glasgow	100.00	RFD	13/03/2018	1191494	Refund bond Patio hire 24/10/2017	100.00



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3649.9921-(Adam Iriks	1,000.00	RFD	13/03/2018	1250926	Refund bond Patio hire 12/02/2018	1,000.00
3649.9922-(Brand Division Liberal Party W.A	200.00	RFD	13/03/2018	1252755	Refund bond Patio hire 15/02/2018	200.00
3649.9923-(Irriyanti Cook	100.00	RFD	13/03/2018	1258016	Refund bond Patio hire 22/2/2018	100.00
3649.9924-(Nicheliving	300.00	RFD	13/03/2018	1250599	Refund bond Hall hire 8/02/2018	300.00
3649.9925-(Chantal Tysoe	100.00	RFD	13/03/2018	1169154	Refund bond Patio hire 15/9/2018	100.00
3649.9926-(Jessica Ouvrard	100.00	RFD	13/03/2018	1200693	Refund bond Patio hire 13/11/17	100.00
3649.9927-(Tanja Dukic	100.00	RFD	13/03/2018	1192470	Refund bond Patio hire 25/10/17	100.00
3649.9928-(Ali Beverly	100.00	RFD	13/03/2018	1214887	Refund bond Patio hire 4/12/17	100.00
3649.9930-(Gemma Dryden	100.00	RFD	13/03/2018	1258497	Refund bond Patio hire 27/2/2018	100.00
3650	14/03/2018	EFT TRANSFER: - 15/03/2018	150,459.17					
3650.565-0'		Bright Futures Family Day Care - Pa	102,328.20	INV	14/03/2018	260218-110318	FDC Payroll 26/2/18-11/3/18	102,328.20
3650.568-0'		Bright Futures In Home Care - Payro	48,130.97	INV	14/03/2018	260218-110318	IHC Payroll 26/2/18-11/3/18	48,130.97
3651	16/03/2018	EFT TRANSFER: - 19/03/2018	1,046.00					
3651.565-0'		Bright Futures Family Day Care - Pa	795.00	INV	16/03/2018	260218-110318-3	FDC Payroll 26/2/18-11/3/18 - File 3	795.00
3651.568-0'		Bright Futures In Home Care - Payro	251.00	INV	16/03/2018	260218-110318-3	IHC Payroll 26/2/18-11/3/18 - File 3	251.00
3652	21/03/2018	EFT TRANSFER: - 22/03/2018	644,991.71					
3652.1044-(Oakford Agricultural & Garden Suppl	102.26	INV	20/03/2018	79431	Assorted hardware items	102.26
3652.1130-(Port Printing Works	11.00	INV	15/03/2018	INV008750	Balance due for December School Holiday flyer	11.00
3652.1157-(Quality Traffic Management Pty Ltd	27,980.67	INV	15/03/2018	24222	Project #22956 Anketell Rd	19,114.45
				INV	15/03/2018	24199	Project #22996 Cockburn Rd	8,866.22
3652.1178-(Holcim (Australia) Pty Ltd	754.60	INV	19/03/2018	9403548614	1m3 concrete	377.30
				INV	15/03/2018	9403550542	N25 14mm GB Concrete	377.30
3652.1223-(Rockingham Betta Electrical & Gas	1,450.00	INV	20/03/2018	1000385770	BP 66 replace unserviceable oven combo	1,450.00
3652.1227-(Rockingham Holden	108.90	INV	15/03/2018	GMFS243741	P479 KWN2026 Repairs	108.90
3652.1249-(Royal Life Saving Society	2,411.00	INV	15/03/2018	78606	New defibrillator	2,411.00
3652.1313-(Daimler Trucks Perth	57.29	INV	15/03/2018	6133127D	Suspension Springs	57.29
3652.1393-(Sunny Sign Company Pty Ltd	148.50	INV	19/03/2018	381496	Sign Fidler Court	74.25
				INV	19/03/2018	381497	Sign Ivory Way	74.25



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3652.1516-(Trisley's Hydraulic Services Pty Lt	973.72	INV	15/03/2018	198289	Annual Service to Spa/Hydro UV Generator	628.32
				INV	15/03/2018	194944	Air blower filters for the 25mtr pool & Hydro	345.40
3652.1533-(Udia (WA)	99.00	INV	15/03/2018	00027320	Attendance at Event 140318	99.00
3652.1536-(Ulverscroft Large Print Books	1,381.53	INV	16/03/2018	00103962	Purchase 14 Oakhill Audio Titles	1,381.53
3652.1569-(WA Hino Sales & Service	188.65	INV	16/03/2018	234268	Seat covers	188.65
3652.1572-(Western Australian Local Government	1,584.00	INV	19/03/2018	I3069753	WALGA Salary and Workforce Survey 2017	1,584.00
3652.1589-(Waste Stream Management Pty Ltd	231.00	INV	20/03/2018	00825671	General Waste	231.00
3652.1592-(Water Corporation of Western Austra	16,814.98	INV	19/03/2018	9000295305Mar18	316U Sloans Cottage	733.95
				INV	19/03/2018	9000294409Mar18	17U Leda Hall	306.47
				INV	19/03/2018	9000339427Mar18	334U Victory For Life	901.76
				INV	19/03/2018	9000341922Mar18	Service Charges Shop 24/40 Meares Ave	139.50
				INV	19/03/2018	9013156996Mar18	295U Darius Wells	2,037.62
				INV	19/03/2018	9012543409Mar18	263U Arts/Admin/Parmelia	2,386.01
				INV	19/03/2018	9000342570Mar18	23U Rhodes Cres	222.12
				INV	19/03/2018	9000340559Mar18	728U Calista Tennis Club and Toilet	1,691.94
				INV	19/03/2018	9000374062Mar18	79U Wells Park Toilets	183.12
				INV	19/03/2018	9000334589Mar18	7U Feilman Building	1,514.47
				INV	19/03/2018	9000341578Mar18	1398U Recquatic/Zone	6,558.52
				INV	19/03/2018	9000341914Mar18	Service Charges Shop 23/40 Meares Ave	139.50
3652.1635-(WH Locations Services Pty Ltd	13,358.53	INV	20/03/2018	SIN003858	Tanson Road Parmelia service locate	13,358.53
3652.1726-(Kyocera Document Solutions Australi	4,110.01	INV	15/03/2018	2852317574	ICT Taskalfa 4550CI	131.36
				INV	15/03/2018	2852317584	Library (Public) Taskalfa 4550CI	86.20
				INV	15/03/2018	2852317572	Library (Staff) Taskalfa 4550CI	188.52
				INV	15/03/2018	2852317571	Zone (Multimedia Room) Taskalfa 3050CI	15.29
				INV	15/03/2018	2852317581	Finance Taskalfa 7550CI	252.20
				INV	15/03/2018	2852317569	Governance Taskalfa 7550CI	720.30
				INV	15/03/2018	2852317582	Admin (CEO) Taskalfa 4551CI	119.62
				INV	15/03/2018	2852317576	Planning Taskalfa 8000I	61.36
				INV	15/03/2018	2852317579	Customer Service FS-C2526MFP	98.50
				INV	15/03/2018	2852317575	Darius (Downstairs Reception) FS-C2626MFP	108.49
				INV	15/03/2018	2852317585	Admin (Records) Taskalfa 7551CI	1,029.78
				INV	15/03/2018	2852317577	Depot Taskalfa 4551CI	273.32
				INV	15/03/2018	2852317568	Wellard Community Centre Taskalfa 4551CI	48.61



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				INV	15/03/2018	2852317587	William Bertram Community Centre Taskalfa 4551CI	70.22
				INV	15/03/2018	2852317583	Recquatic Taskalfa 4551CI	355.22
				INV	15/03/2018	2852317586	Zone (Upstairs Staff) Taskalfa 4551CI	130.06
				INV	15/03/2018	2852317588	Banksia Park ECOSYS M6526C11	70.57
				INV	15/03/2018	2852317570	Family Day Care Taskalfa 4550CI	275.48
				INV	15/03/2018	2852317578	Darius (Upstairs Staff) Taskalfa 4550CI	74.91
3652.19-01		Absolute Painting Services	1,122.00	INV	20/03/2018	INV-0357	BP 29 Bright complete repaint	1,122.00
3652.2021-(Subway Kwinana	100.00	INV	15/03/2018	37-06/02/18	Melbourne Cup lunch for library staff	100.00
3652.2024-(Institute of Public Works Engineeri	198.00	INV	19/03/2018	22035	Practice Note 10.3: Parks Management	198.00
3652.2097-(Beaver Tree Services Aust Pty Ltd	2,089.45	INV	19/03/2018	65573	Tree watering w/e 090318	1,046.32
				INV	20/03/2018	65625	Tree watering w/e 160318	1,043.13
3652.2125-(Synergy	15,432.55	INV	19/03/2018	169027380Mar18	0U Entry Statement Lighting	33.50
				INV	19/03/2018	169027190Mar18	0U Entry Statement Lighting	62.65
				INV	15/03/2018	198694990Mar18	57184.92U Admin/Arts/Parmelia	15,336.40
3652.218-0'		Bob Jane T-Mart	334.00	INV	15/03/2018	131726	Tyres Plus Alignment	334.00
3652.2224-(Prestige Catering & Event Hire	776.70	INV	19/03/2018	00022071	Catering 140318	231.45
				INV	15/03/2018	00022033	Roadwise Meeting 09/03/18	188.55
				INV	15/03/2018	00022070	Worm Farm Workshop held 14/03/18	356.70
3652.2380-(Kleenit Pty Ltd	320.00	INV	19/03/2018	122824	Removal of paint from Yateley Way Wellard	320.00
3652.248-0'		Bunnings Building Supplies	1,335.09	INV	19/03/2018	2163/01580388	Sloans Cottage Hardware	72.41
				INV	19/03/2018	2685/01744338	Items for art program	12.28
				INV	20/03/2018	2163/01578831	BP various plants for renewal work	425.16
				INV	15/03/2018	2163/01088980	FDC Garden Supplies	129.18
				INV	15/03/2018	2163/01580390	Administration 40 x 40 ml angle	32.52
				INV	16/03/2018	2163/01002984	Timber screws	107.83
				INV	19/03/2018	2163/01637707	Microfibre rags bag	28.50
				INV	14/03/2018	2163/01580177	Alcoa Childrens Festival Timber Sandcastle display	527.21
3652.2492-(Yakka Pty Ltd	16,080.08	INV	19/03/2018	10161128	Uniforms January 2018	183.57
				INV	19/03/2018	10210858	Uniforms January 2018	234.60



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				INV	19/03/2018	10208348	Uniforms January 2018	131.75
				INV	19/03/2018	10208340	Uniforms January 2018	178.50
				INV	19/03/2018	10208092	Uniforms January 2018	49.01
				INV	19/03/2018	10208088	Uniforms January 2018	117.30
				INV	19/03/2018	10208081	Uniforms January 2018	126.65
				INV	19/03/2018	10208076	Uniforms January 2018	126.65
				INV	19/03/2018	10208071	Uniforms January 2018	117.30
				INV	19/03/2018	10208068	Uniforms January 2018	66.28
				INV	19/03/2018	10208067	Uniforms January 2018	68.00
				INV	19/03/2018	10208063	Uniforms January 2018	65.00
				INV	19/03/2018	10208059	Uniforms January 2018	165.75
				INV	19/03/2018	10208056	Uniforms January 2018	99.45
				INV	19/03/2018	10208052	Uniforms January 2018	134.30
				INV	19/03/2018	10208043	Uniforms January 2018	99.45
				INV	19/03/2018	10208037	Uniforms January 2018	159.80
				INV	19/03/2018	10205471	Uniforms January 2018	209.10
				INV	19/03/2018	10205469	Uniforms January 2018	101.15
				INV	19/03/2018	10205468	Uniforms January 2018	158.10
				INV	19/03/2018	10205466	Uniforms January 2018	99.45
				INV	19/03/2018	10205464	Uniforms January 2018	163.20
				INV	19/03/2018	10205461	Uniforms January 2018	127.50
				INV	19/03/2018	10205460	Uniforms January 2018	163.20
				INV	19/03/2018	10205458	Uniforms January 2018	166.60
				INV	19/03/2018	10205455	Uniforms January 2018	122.40
				INV	19/03/2018	10205451	Uniforms January 2018	115.60
				INV	19/03/2018	10205446	Uniforms January 2018	232.90
				INV	19/03/2018	10205440	Uniforms January 2018	113.90
				INV	19/03/2018	10205433	Uniforms January 2018	130.30
				INV	19/03/2018	10205428	Uniforms January 2018	166.60
				INV	19/03/2018	10205423	Uniforms January 2018	492.16
				INV	19/03/2018	10205420	Uniforms January 2018	471.67
				INV	19/03/2018	10205415	Uniforms January 2018	168.30
				INV	19/03/2018	10205410	Uniforms January 2018	168.30
				INV	19/03/2018	10205407	Uniforms January 2018	168.30
				INV	19/03/2018	10205404	Uniforms January 2018	191.25
				INV	19/03/2018	10205398	Uniforms January 2018	159.80



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				INV	19/03/2018	10205391	Uniforms January 2018	147.05
				INV	19/03/2018	10205389	Uniforms January 2018	204.85
				INV	19/03/2018	10205386	Uniforms January 2018	190.42
				INV	19/03/2018	10205385	Uniforms January 2018	153.85
				INV	19/03/2018	10205382	Uniforms January 2018	170.85
				INV	19/03/2018	10205381	Uniforms January 2018	111.35
				INV	19/03/2018	10205379	Uniforms January 2018	168.30
				INV	19/03/2018	10205378	Uniforms January 2018	215.05
				INV	19/03/2018	10205376	Uniforms January 2018	158.10
				INV	19/03/2018	10205373	Uniforms January 2018	183.60
				INV	19/03/2018	10205372	Uniforms January 2018	139.40
				INV	19/03/2018	10205370	Uniforms January 2018	117.30
				INV	19/03/2018	10205369	Uniforms January 2018	285.59
				INV	19/03/2018	10205368	Uniforms January 2018	120.70
				INV	19/03/2018	10205362	Uniforms January 2018	126.65
				INV	19/03/2018	10205360	Uniforms January 2018	120.70
				INV	19/03/2018	10205359	Uniforms January 2018	145.35
				INV	19/03/2018	10205355	Uniforms January 2018	117.30
				INV	19/03/2018	10205352	Uniforms January 2018	133.45
				INV	19/03/2018	10205348	Uniforms January 2018	109.65
				INV	19/03/2018	10205345	Uniforms January 2018	73.95
				INV	19/03/2018	10205340	Uniforms January 2018	143.65
				INV	19/03/2018	10205339	Uniforms January 2018	84.15
				INV	19/03/2018	10205332	Uniforms January 2018	204.00
				INV	19/03/2018	10205331	Uniforms January 2018	69.70
				INV	19/03/2018	10205328	Uniforms January 2018	54.40
				INV	19/03/2018	10205323	Uniforms January 2018	118.15
				INV	19/03/2018	10205317	Uniforms January 2018	165.75
				INV	19/03/2018	10205314	Uniforms January 2018	164.05
				INV	19/03/2018	10205295	Uniforms January 2018	153.85
				INV	19/03/2018	10205292	Uniforms January 2018	152.15
				INV	19/03/2018	10205290	Uniforms January 2018	127.50
				INV	19/03/2018	10205283	Uniforms January 2018	167.45
				INV	19/03/2018	10203467	Uniforms January 2018	105.40
				INV	19/03/2018	10203461	Uniforms January 2018	102.85
				INV	19/03/2018	10203455	Uniforms January 2018	481.11

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				INV	19/03/2018	10203447	Uniforms January 2018	467.50
				INV	19/03/2018	10203437	Uniforms January 2018	423.30
				INV	19/03/2018	10203431	Uniforms January 2018	458.15
				INV	19/03/2018	10201716	Uniforms January 2018	132.60
				INV	19/03/2018	10201711	Uniforms January 2018	322.15
				INV	19/03/2018	10201705	Uniforms January 2018	552.50
				INV	19/03/2018	10201701	Uniforms January 2018	165.75
				INV	19/03/2018	10201686	Uniforms January 2018	165.75
				INV	19/03/2018	10201684	Uniforms January 2018	254.15
				INV	19/03/2018	10201679	Uniforms January 2018	337.45
				INV	19/03/2018	10201674	Uniforms January 2018	385.05
				INV	19/03/2018	10201670	Uniforms January 2018	100.30
				INV	19/03/2018	10198731	Uniforms January 2018	66.28
				INV	19/03/2018	10198701	Uniforms January 2018	466.20
				INV	19/03/2018	10197100	Uniforms January 2018	131.75
				INV	19/03/2018	10161131	Uniforms January 2018	150.44
3652.2510-(Technology One Limited	5,588.00	INV	15/03/2018	165143	GIS Consulting Services 2 Days	3,608.00
				INV	15/03/2018	165414	SLIP Downloader Modifications (Remote)	1,980.00
3652.2698-(Wilson Security Pty Ltd	1,418.09	INV	20/03/2018	W00215486	BP 5 x after hours call outs for medi alarm	275.00
				INV	20/03/2018	W00215152	APU Mobile Security Patrols February 2018	815.80
				INV	20/03/2018	W00215103	APU Mobile Security Patrols February 2018	327.29
3652.275-0'		Cannon Hygiene Australia Pty Ltd	1,177.90	INV	19/03/2018	00085862	Monthly Sanitary Service March 2018	1,177.90
3652.2852-(Downer EDI Works Pty Ltd	868.39	INV	15/03/2018	9304673	Cationic Rapid Set Bulk	198.17
				INV	15/03/2018	6003801	7mm Gran AC50B and 7MM Lat AC50B 1%	333.25
				INV	15/03/2018	6003802	Asphalt 7mm granite AC50B 1.84T	336.97
3652.2903-(Insight Call Centre Services	2,952.95	INV	19/03/2018	00091038	Overcall fee for Feb 2018	2,952.95
3652.3028-(Wren Oil	2,211.00	INV	15/03/2018	47576	Removal of waste water/oil 5700L	2,211.00
3652.3031-(Specialised Security Shredding	10.12	INV	15/03/2018	00224576	Specialised Security Shredding GC Bin Exchange x1	10.12
3652.3105-(Poly Pipe Traders	7.13	INV	15/03/2018	00090605	PVC Red coup 80mm x 50mm and PVC Elbow 45 deg	7.13
3652.3212-(Marketforce Pty Ltd	1,187.74	INV	15/03/2018	19882	Strategic Planning Advertising	373.56



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				INV	15/03/2018	19884	Strategic Planning Advertising Amendment 127	377.28
				INV	15/03/2018	19891	Strategic Planning Advertising Anketell North	436.90
3652.3254-(Filtrex Innovative Wastewater Solut	118.00	INV	19/03/2018	13thMarch2018	Refund apparatus permit.	118.00
3652.3320-(Arbor Logic	748.00	INV	19/03/2018	00003815	Tree assessment for Rogan Park	748.00
3652.335-0'		City of Rockingham	99,860.53	INV	15/03/2018	97436	Green and General Waste tipping fees	99,860.53
3652.3359-(J Corp Pty Ltd	372.00	INV	19/03/2018	VP2017/216	Refund building & verge permit VP2017/216	372.00
3652.339-0'		Civica Pty Ltd	9,091.53	INV	20/03/2018	M/LG008566	Licence Support Maintenance May 2018	9,091.53
3652.357-0'		BullAnt Security Pty	180.60	INV	15/03/2018	10,163,174	Fiona Harris Pavilion cut 1 x FFHK Key	30.10
				INV	15/03/2018	10,165,778	The Zone cut 3 x twin lock keys	90.30
				INV	15/03/2018	10,166,128	Medina Hall 2 x 3.5 keys to cut	60.20
3652.358-0'		Coastline Mowers	1,366.45	INV	16/03/2018	16426#5	Link ball & tie rod nut	170.00
				INV	16/03/2018	16407#5	Assorted parts	152.00
				INV	16/03/2018	16357#5	Assorted parts	1,044.45
3652.3589-(Envirocare Systems Pty Ltd	274.56	INV	15/03/2018	40669	Waterless urinal service	274.56
3652.3632-(Eclipse Soils Pty Ltd	2,475.00	INV	19/03/2018	KWIN01R043160	Tipping fees	2,475.00
3652.3642-(Hodge Collard Preston Pty Ltd	6,771.87	INV	15/03/2018	1171704REV1	Progress Payment for Feasibility Study	6,771.87
3652.3677-(TC Precast Pty Ltd	225.50	INV	20/03/2018	SI-00000493	1350x1350 manhole cover with concrete insert	225.50
3652.3686-(KAJ Installations & Services	168.00	INV	20/03/2018	00004417	BP 66 Adjust and service garage door	168.00
3652.3805-(Officeworks Superstores Pty Ltd	152.56	INV	20/03/2018	620022260	Replacement In/Out/RDO whiteboard for planning	152.56
3652.3877-(Schweppes Australia Pty Ltd	255.87	INV	15/03/2018	0807749756	Drinks for Cafe Splash	255.87
3652.3916-(Kwinana Industries Council	516.32	INV	19/03/2018	00011780	Trainee f/e 02/03/2018	258.16
				INV	19/03/2018	00011779	Trainee f/e 02/03/2018	258.16
3652.3965-(Fulton Hogan Industries Pty Ltd	42,108.44	INV	15/03/2018	11506356	Contract 637KWN17 Supply Delivery & Application	10,979.87
				INV	15/03/2018	11506357	Supply and Spray Gilmore Ave 07/02/2018	8,623.34
				INV	19/03/2018	11506358RI	Supply emulsion sealing	22,505.23
3652.3977-(MRP Osborne Park-General Pest/Termi	390.00	INV	15/03/2018	71662	Administration Ants Treatment	195.00
				INV	19/03/2018	71729	Dog Pound Bee Treatment	195.00



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3652.4026-(Redink Homes Pty Ltd	1,456.00	RFD	20/03/2018	676600	Refund security bond	1,456.00
3652.407-0'		Winc Australia Pty Ltd	373.01	INV	20/03/2018	9023746409	FDC Stationery	163.24
				INV	20/03/2018	9023758126	Photocopier paper	209.77
3652.4112-(Cleverpatch Pty Ltd	302.42	INV	19/03/2018	285396	Clever kits and craft materials	302.42
3652.412-0'		Courier Australia	12.68	INV	20/03/2018	0324	Courier charge 9/3/18	12.68
3652.4125-(LD Total	64,903.32	INV	19/03/2018	89197	January Landscape Maintenance Works	3,707.19
				INV	19/03/2018	89674	Planting and mulching works	942.70
				INV	19/03/2018	89218	January Landscape Maintenance Works	26,954.72
				INV	19/03/2018	89193	January Landscape Maintenance Works	4,978.34
				INV	19/03/2018	89204	January Landscape Maintenance Works	14,112.37
				INV	19/03/2018	89216	January Landscape Maintenance Works	990.67
				INV	19/03/2018	89215	January Irrigation Maintenance Works	201.06
				INV	19/03/2018	89203	January Irrigation Maintenance Works	4,270.57
				INV	19/03/2018	89217	January Irrigation Maintenance Works	6,232.40
				INV	19/03/2018	89196	January Irrigation Maintenance Works	1,125.81
				INV	19/03/2018	89192	January Irrigation Maintenance Works	1,108.79
				INV	19/03/2018	89221	January Irrigation Maintenance Works	278.70
3652.413-0'		Covs Parts Pty Ltd	715.68	INV	15/03/2018	1650060158	Exhaust Clamp	14.08
				INV	15/03/2018	1650060175	Exhaust Tube	38.93
				INV	15/03/2018	1650060180	Aluminium foil tape	145.67
				INV	15/03/2018	1650060110	1-1/4" Bearing UCF207-20 + Square Flanged Cast	33.00
				INV	16/03/2018	1650060672	Beacon led low lamp	484.00
3652.4161-(Corporate Living	46,396.56	INV	15/03/2018	1569	Custom Curved Desk for Zone Youth Centre	6,836.28
				INV	15/03/2018	1570	Design documentation for Kwinana Recquatic Centre	39,560.28
3652.4190-(AC Cooling Services	2,198.90	INV	20/03/2018	1482	Clubhouse repair airconditioner	121.00
				INV	20/03/2018	1449	BP 39 Replace unserviceable Air conditioner unit	1,956.90
				INV	20/03/2018	1486	BP 66 Service Air conditioner unit	121.00
3652.4246-(Atom Supply	693.46	INV	19/03/2018	H968004	Uniform Various	693.46
3652.4257-(Armadillo Products Pty Ltd	506.08	INV	16/03/2018	21248	Wheeled pressure sprayer	506.08
3652.4301-(Pedersens Hire & Structures	1,757.45	INV	20/03/2018	48181	Infrastructure hire for Alcoa Children Festival	1,757.45



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3652.4350-(T J Depiazzi & Sons	3,160.30	INV	19/03/2018	92730	Supply and Deliver 50m3 of Pinebark Mulch	3,160.30
3652.4465-(Medina Residents Group	2,420.00	INV	19/03/2018	2ndMarch2018	Grant funds Neighbour Day event	2,420.00
3652.4477-(Trophy Express	13.70	INV	15/03/2018	8725	Soccer trophy F7107	13.70
3652.4630-(Jaybro	2,079.00	INV	15/03/2018	3299299	14-MPB-R100 Marker post	2,079.00
3652.4719-(Complete Office Supplies Pty Ltd	797.56	INV	19/03/2018	07366515	GreenR Enviro Desk Tidy 8 Compartment Black	13.86
				INV	20/03/2018	07333274	Darius Wells Stationery	197.26
				INV	20/03/2018	07341680	John Wellard Community Centre stationary order	297.01
				INV	20/03/2018	07332598	John Wellard Community Centre stationary order	289.43
3652.480-0'		Department of Transport	44.80	INV	19/03/2018	409349	Vehicle Search Fees for February 2018	44.80
3652.4808-(Simply Headsets	295.00	INV	15/03/2018	INV-04702	Jabra Pro 920 Wireless Headset and cable	295.00
3652.483-0'		Landgate	691.51	INV	15/03/2018	337809-10001098	GRV chargeable Schedule No: G2018/5	691.51
3652.5071-(JB HiFi Commercial Division	6,393.64	INV	15/03/2018	DE001-6371636-17	Data Cables	380.69
				INV	15/03/2018	DE001-6364714-1C	1x Logitech C922 Pro Stream Webcam	6,012.95
3652.5073-(Badge-A-Minit	200.00	INV	16/03/2018	00083413	Badge Supplies	200.00
3652.5410-(Saints Netball Club	300.00	INV	16/03/2018	KS017113	Kidsport voucher	150.00
				INV	16/03/2018	KS017109	Kidsport voucher	150.00
3652.5455-(Fremantle PCYC	165.00	INV	19/03/2018	ks018339	Kidsport voucher	165.00
3652.5520-(Master Lock Service	418.00	INV	14/03/2018	00004967	Fiona Harris Pavilion Installation cupboard locks	418.00
3652.5581-(Totally Workwear Rockingham	179.94	INV	20/03/2018	RK3809.D1	251020-BLA-12 Mongrel Zip side H/leg Safety 12	179.94
3652.5617-(Leeming Rugby Union Football Club	495.00	INV	19/03/2018	KS018273	Kidsport Voucher x 3	495.00
3652.572-0'		Fire & Emergency Services, Dept of	750.00	INV	14/03/2018	38101501	Recquatic 18/1/2018 False Fire Alarm Attendance	750.00
3652.5750-(Kev's Wheelie Kleen	423.50	INV	14/03/2018	7067	Darius Wells Bin/Water Fountain Cleaning 070318	247.50
				INV	14/03/2018	7066	Admin Bin Cleaning 070318	176.00
3652.5768-(Findmypast Australasia Ltd	1,095.00	INV	16/03/2018	A04FTI0000000448	1 year subscription to "Find My Past"	1,095.00
3652.583-0'		Flexi Staff Pty Ltd	1,451.49	INV	15/03/2018	186370	Building Maintenance Leave Cover	1,451.49



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3652.5851-(Homestead Ridge Progress Associatio	3,520.00	INV	19/03/2018	2ndMarch2018	Grant funds for Neighbour Day event	3,520.00
3652.5958-(West Coast Profilers	41,991.24	INV	19/03/2018	18598	Profiling 03/02/2018	31,758.90
				INV	15/03/2018	18601	Contract 584KWN15 Supply of Profiling/Planning	10,232.34
3652.5996-(CMS Engineering Pty Ltd	7,861.89	INV	14/03/2018	27764	Fiona Harris Pavilion Coil Cleans and Isolator	847.00
				INV	14/03/2018	27766	Recquatic Server Room AC Coil Clean	539.00
				INV	14/03/2018	27767	Margaret Fielman Centre Investigate and repairs	328.35
				INV	14/03/2018	27768	Recquatic kitchen damaged AC switch	618.20
				INV	14/03/2018	27586	Monthly AC Maintenance Various	3,035.55
				INV	14/03/2018	27588	Monthly AC Maintenance Various	1,040.88
				INV	14/03/2018	27587	Monthly AC Maintenance Various	1,452.91
3652.6018-(ALSCO Pty Ltd	130.36	INV	19/03/2018	CPER1812840	Linen Hire	62.41
				INV	19/03/2018	CPER1812969	Linen Hire	67.95
3652.6267-(Woolworths Group Limited	1,959.19	INV	14/03/2018	2982531	Items for Zone Activities and Programs	196.95
				INV	14/03/2018	2988596	9 x \$20 gift cards bin tagging	180.00
				INV	15/03/2018	3019497	Fruit and Wrap Platters for Swing and Sway session	111.47
				INV	15/03/2018	2982572	Cafe supplies	83.03
				INV	15/03/2018	2982589	Cafe Supplies	60.50
				INV	15/03/2018	2982601	Purchase of food items for Master chef Program	16.59
				INV	15/03/2018	2982578	Purchase of food for boxing program	12.38
				INV	15/03/2018	2982599	Purchase of food for boxing program	24.60
				INV	15/03/2018	23584989	Coca Cola cans and Coca Cola diet cans for Cafe	114.00
				INV	16/03/2018	2982607	Items for Depot	114.00
				INV	19/03/2018	26139635	Items for community service event	148.01
				INV	19/03/2018	26183466	Fruit platters for Grants Workshop/Milk	158.40
				INV	19/03/2018	2982605	Refreshments for Art program	14.58
				INV	20/03/2018	2982625	Darius Wells Consumables	154.10
				INV	20/03/2018	2982619	Darius Wells Milk	8.70
				INV	20/03/2018	2982609	Purchase of food items for Drop in Bertram	57.25
				INV	20/03/2018	128.32	Community Centre Supplies Bertram	128.32
				INV	20/03/2018	24208964	Community Centre Supplies	151.83



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				INV	20/03/2018	2982594	Food and supplies for Mooditj Kulungars/FDC	216.48
				INV	20/03/2018	2982620	Milk for Zone	8.00
3652.6289-(Clockwork Print	555.50	INV	16/03/2018	INV-0050087	Corflute signs for Children's Festival	126.50
				INV	15/03/2018	INV-0050075	Selfie Signs for Neighbour Day parties	429.00
3652.6370-(Elexacom	10,408.71	INV	14/03/2018	22663	Edge Skate Park Lighting Repairs	177.38
				INV	14/03/2018	22666	Requatic Walkway in roof space lighting	2,205.20
				INV	14/03/2018	22665	Koorliny Community Arts Centre exit light repairs	616.15
				INV	14/03/2018	22664	Darius Wells check mains power board after outage	1,177.00
				INV	20/03/2018	22727	Install plates top of Prowise TV's & mount webcams	995.82
				INV	19/03/2018	22667	Darius Wells Smart Board Repair	154.00
				INV	19/03/2018	22672	Repairs for street light	332.56
				INV	20/03/2018	22720	Maintenance repairs	1,993.65
				INV	20/03/2018	22719	Repair flame and statement lights	2,616.70
				INV	20/03/2018	22728	Edge Skate Park Lights not working	140.25
3652.638-0'		GHD Consultant Engineers	31,884.60	INV	12/03/2018	9101268	Feasibility study	31,884.60
3652.6559-(Secret Harbour Dockers	450.00	INV	19/03/2018	KS017854	Kidsport Voucher x 3	450.00
3652.662-0'		Green Skills Inc / Ecojobs	12,534.02	INV	15/03/2018	P650	Blanket Spray watering of Tubestock	4,232.58
				INV	15/03/2018	P651	Tree Watering Various areas	8,301.44
3652.664-0'		StrataGreen	1,112.06	INV	14/03/2018	91433	Envirosoak 20L x 1	225.94
				INV	16/03/2018	92337	Litter pickers	886.12
3652.6658-(State Library Queensland	154.00	INV	16/03/2018	0027717	Promotional Materials	154.00
3652.6659-(Cadgroup Australia	1,351.90	INV	15/03/2018	Z-115050/159	1x Civil 3D License Pro-rated 5 Months	1,351.90
3652.6697-(Vixens Netball Club	150.00	INV	19/03/2018	KS017740	Kidsport Voucher	150.00
3652.6698-(Hammond Park Jnr Football Club	150.00	INV	19/03/2018	KS017986	Kidsport Voucher	150.00
3652.6700-(Sprayking WA Pty Ltd	6,062.45	INV	20/03/2018	00001550	2 x Spray treatments of Donaldson Rd verge 36,500m	2,007.50
				INV	20/03/2018	00001552	March 3 monthly work schedule C spraying	417.34
				INV	20/03/2018	00001553	March spraying various	3,637.61
3652.6703-(Lucor Pty Ltd	847.00	INV	19/03/2018	INV-002728	Catering 19/3/2018	354.20



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				INV	15/03/2018	INV-002693	Forum Dinner held 06/03/18	492.80
3652.6707-(Labourforce Impex Personnel Pty Ltd	1,314.31	INV	20/03/2018	137081	Depot Staff w/e 110318	1,314.31
3652.6749-(Australia Post	5,242.26	INV	19/03/2018	1007251387	Postage Period Ending 28/02/2018	5,242.26
3652.682-0'		Harmony Software	85.80	INV	20/03/2018	00019716	Harmony Web Educators subs	85.80
3652.684-0'		Hart Sport	485.50	INV	15/03/2018	789012	Mini Trampoline Spare Covers and Bibs	485.50
3652.6872-(Schindler Lifts Australia Pty Ltd	1,310.25	INV	19/03/2018	4688114109	John Wellard Community Centre Lift Repairs	690.25
				INV	19/03/2018	4678653970	John Wellard Community Centre Lift Servicing	620.00
3652.69-01		Alinta Gas	209.80	INV	19/03/2018	282999778Mar18	188U Leda Hall	140.80
				INV	20/03/2018	972215970Feb18	31U BP Clubhouse	40.10
				INV	21/03/2018	152876670Mar18	10U Village	28.90
3652.7-01		AAA Windscreens & Tinting	110.00	INV	15/03/2018	INV-39802	Refit Window to Skid Steer	110.00
3652.7039-(The Village at Wellard Residence	3,453.70	INV	19/03/2018	2ndMarch2018	Grant funds for Neighbour Day event	3,453.70
3652.7042-(Quantum Building Services	1,540.00	INV	20/03/2018	00001813	John Wellard Community Centre Sealing of window	1,540.00
3652.7155-(Rockface Indoor Climbing	658.00	INV	15/03/2018	728-00025970	Excursion on 30/1/18 to Rockface Indoor Climbing	658.00
3652.7165-(Sprayline Spraying Equipment	640.71	INV	21/03/2018	16160	Service of remote controllers	640.71
3652.7191-(Shannon Maree Laing	250.00	INV	20/03/2018	120318	Sports Donation	250.00
3652.7340-(Echelon Productions	231.00	INV	16/03/2018	EP19954	Deposit for performance for CBW Library	231.00
3652.7388-(Morris Jacobs	310.00	INV	20/03/2018	130318	Art Group Facilitation 130318	155.00
				INV	20/03/2018	200318	Art Group Facilitation 200318	155.00
3652.7419-(Saints Basketball Club	540.00	INV	19/03/2018	KS018516	Kidsport Voucher x 4	540.00
3652.7521-(Strategen Environmental Consultants	165.00	INV	15/03/2018	16737	Statutory Planning Fire Management Plan Reviews	165.00
3652.7689-(VARIDESK	1,990.00	INV	20/03/2018	IVC-2-659997	2 x Varidesks Proplus36 (Black)	1,990.00
3652.7693-(All Type Auto Electrical	173.80	INV	15/03/2018	00002417	Repairs to Hose Reel Control Spray Rig	173.80
3652.770-0'		Jason Signmakers	1,144.66	INV	16/03/2018	185328	Street name signs	744.26
				INV	15/03/2018	184327	Parking Restriction Signs	400.40
3652.7744-(Allsortz Netball Club	900.00	INV	19/03/2018	KS018600	Kidsport Voucher	150.00
				INV	19/03/2018	KS017788	Kidsport Voucher	150.00



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				INV	19/03/2018	KS017855	Kidsport Voucher	150.00
				INV	19/03/2018	KS018011	Kidsport Voucher	150.00
				INV	19/03/2018	KS018359	Kidsport Voucher	150.00
				INV	19/03/2018	KS018453	Kidsport Voucher	150.00
3652.7780-(Moore Stephens (WA) Pty Ltd	13,750.00	INV	20/03/2018	306189	Interim billing in respect of audit y/e 30/06/18	13,750.00
3652.7882-(New Water Ways Inc	198.00	INV	19/03/2018	INV0159	Urban Water Management Intro to Stormwater Mgmt	198.00
3652.7921-(Baldivis Soccer Club Inc	150.00	INV	19/03/2018	KS017829	Kidsport Voucher	150.00
3652.8099-(Total Tools Rockingham	43.94	INV	16/03/2018	35779	Bit chisels	43.94
3652.8325-(Envirosweep	181.50	INV	15/03/2018	54006	Extra Sweeping on 04/01/18	181.50
3652.841-0'		Kwinana Knights Junior Football Clu	3,150.00	INV	19/03/2018	KS018043	Kidsport Voucher x 21	3,150.00
3652.8425-(Webson Services	3,934.70	INV	15/03/2018	2204	Thomas Kelly Pavilion Interior Painting	3,934.70
3652.8486-(Retravision Rockingham	198.00	INV	16/03/2018	61359115	Microwave oven for Adventure Park	198.00
3652.849-0'		Kwinana Scout Group	300.00	INV	19/03/2018	KS017748	Kidsport Voucher x 2	300.00
3652.850-0'		Gilmore College	300.00	INV	15/03/2018	14March18	2017 Lyrik Educational Scholarship School Fees	300.00
3652.8505-(Nutrition Nation	300.00	INV	15/03/2018	INV-0177	1 x 1hr Supermarket Tour (6/3/08)	300.00
3652.855-0'		Kwinana Tigers Junior Hockey Club	1,055.00	INV	19/03/2018	KS018408	Kidsport Voucher x 8	1,055.00
3652.8697-(Karen Gray	250.00	INV	20/03/2018	120318	Sports Donation	250.00
3652.8979-(Vocus Communications	5,082.00	INV	20/03/2018	P255006	Vocus Business Unlimited Enhanced	5,082.00
3652.8998-(McLeods	10,797.18	INV	19/03/2018	102197	Matter 42184	6,465.77
				INV	20/03/2018	260218	Matter 30282	4,331.41
3652.9019-(Kearns Garden Supplies	275.77	INV	15/03/2018	76	Hardware Depot	275.77
3652.9351-(Skipper Transport Parts	178.75	INV	15/03/2018	1933510	Ratchet Tie Down	178.75
3652.9373-(Michellie Jones	400.00	INV	15/03/2018	120318	2017 Lyrik Educational Scholarship	400.00
3652.9489-(Contemporary Image Photography Pty	687.50	INV	20/03/2018	951	2 hours photography at Children's Festival	687.50
3652.9619-(Pember Wilson & Eftos	2,750.00	INV	15/03/2018	24-18	Property Valuation	2,750.00
3652.9625-(Ecosol Pty Ltd	10,362.00	INV	20/03/2018	00012433	Ecosol Net Tech Gilmore Ave Leda	10,362.00
3652.9657-(Coles Pty Ltd	200.00	RFD	20/03/2018	1252563	Refund bond Hall hire 14/02/2018	200.00



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3652.9676-(Sifting Sands	607.20	INV	15/03/2018	INV-0173	Orelia Oval Playground Emergency clean of glass	607.20
3652.9683-(Yasmin Studio	1,453.98	INV	19/03/2018	151	Me and My Lunchbox Portrait Project 2018	1,453.98
3652.980-0'		Midway Drycleaners	67.00	INV	19/03/2018	64490	Darius Wells drycleaning	67.00
3652.9849-(Bonnie Darter	37.80	INV	20/03/2018	200218	Cancellation of Patio Booking 100318	37.80
3652.9869-(Christopher Paul Sampson	150.00	INV	20/03/2018	7thMarch2018	Refund of overpaid rates A21566	150.00
3652.9870-(The Worm Shed	2,353.00	INV	19/03/2018	00004749	Worm farms and workshop	2,353.00
3652.9892-(LF Media	1,083.50	INV	15/03/2018	19293	10 corflute surveillance signs with reflective film	1,083.50
3652.9905-(Amanda Archibald	2,487.22	INV	15/03/2018	Rec#1251099	Refund cancelled booking 24/3/2018	487.22
				RFD	15/03/2018	1251099	Refund bond Room hire	2,000.00
3652.9907-(Marija Markovic	51.96	INV	15/03/2018	16.7	Rates Refund	51.96
3652.9929-(Andrea Groom	100.00	RFD	19/03/2018	1213145	Refund bond Patio hire 01/12/2017	100.00
3652.9934-(Janos Vatai	568.24	INV	15/03/2018	16.6	Rates Refund	568.24
3652.9937-(East Fremantle Junior Football Club	150.00	INV	19/03/2018	KS018060	Kidsport Voucher	150.00
3652.9938-(Jandakot Lakes Junior Cricket Club	105.00	INV	19/03/2018	KS018294	Kidsport Voucher x 2	105.00
3652.9939-(Booragoon Junior Football Club Inc	300.00	INV	19/03/2018	KS018484	Kidsport Voucher x 2	300.00
3652.9943-(Shane Taylor	2,000.00	RFD	20/03/2018	1258378	Refund bond Hall hire 26/02/18	729.35
				RFD	20/03/2018	1266252	Refund bond Hall hire 08/03/18	1,270.65
3652.9944-(Orelia Primary School P & C Associa	2,000.00	RFD	20/03/2018	1252755	Refund bond Hall hire	2,000.00
3652.9945-(Jo-Anne Fichtner	100.00	RFD	20/03/2018	1250599	Refund bond Hall hire 08/02/2018	100.00
3652.9946-(Mercy Care	200.00	RFD	20/03/2018	1245515	Refund bond Hall hire 31/01/18	200.00
3652.9947-(Lillian Bardsley	100.00	RFD	20/03/2018	1205929	Refund bond Patio hire 17/11/17	100.00
3652.9948-(Kylie Melling	100.00	RFD	20/03/2018	1174333	Refund bond Patio hire 21/09/17	100.00
3652.9949-(Emmalee Bialas	800.00	INV	20/03/2018	190318	2017 Lyrik Educational Scholarship	800.00
3652.9950-(Maxine Nicholls	2,080.20	INV	20/03/2018	20thMarch2018	Refund part of hire fee	80.20
				RFD	20/03/2018	1250946	Refund bond Hall hire 07/02/2018	2,000.00
3652	27/03/2018	EFT TRANSFER: - 22/03/2018	-185.50			Return of Payment		
3653	22/03/2018	EFT TRANSFER: - 23/03/2018	205,635.00					



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3653.153-0'		Australian Taxation Office	205,635.00	INV	14/03/2018	PY01-19-Australi	Payroll Deduction	205,635.00
3654	26/03/2018	EFT TRANSFER: - 26/03/2018	396.59					
3654.3513-(Estate of Bill Campbell	396.59	INV	26/03/2018	BP2016/17	Refund BP Op Contribution 16/17	396.59
3655	28/03/2018	EFT TRANSFER: - 28/03/2018	504,724.86					
3655.1097-(Perlex Holdings	3,483.00	INV	23/03/2018	c8617	Mobile Play Trailer for Children's Festival	810.00
				INV	23/03/2018	c8613	Hire of 4 Rides for Children's Festival	2,673.00
3655.1112-(Phonographic Performance Company of	121.43	INV	21/03/2018	3088231	Background music licence	121.43
3655.1130-(Port Printing Works	1,283.29	INV	26/03/2018	INV14166	Business Cards x 500	42.90
				INV	26/03/2018	INV014083	4000 x Adventure Race Map	403.15
				INV	26/03/2018	INV014084	4000 x Adventure Race Booklets	690.94
				INV	26/03/2018	INV013993	SHP April 2018	146.30
3655.1157-(Quality Traffic Management Pty Ltd	4,302.69	INV	26/03/2018	24310	Supply and install loop detectors Cockburn Road	4,302.69
3655.1178-(Holcim (Australia) Pty Ltd	388.30	INV	23/03/2018	9403563991	1m3 concrete	388.30
3655.1206-(Ritz Party Hire	689.00	INV	26/03/2018	1244603270	Hire equipment for reconciliation community BBQ	689.00
3655.1227-(Rockingham Holden	31.90	INV	23/03/2018	34829	ACA188 Air Filter	31.90
3655.1249-(Royal Life Saving Society	200.00	INV	27/03/2018	78832	Entry to Lifeguard Challenge 2018	200.00
3655.1276-(Satellite Security Services	575.60	INV	22/03/2018	IV002439	Re-programming of Auto Alarm Codes	50.00
				INV	26/03/2018	IV002411	Various Koorliny Community Arts Centre replace battery pan	165.00
				INV	26/03/2018	IV002405	Wheatfield Cottage inspection for repairs	150.00
				INV	26/03/2018	IV002444	Recquatic relocation of duress buttons	120.00
				INV	27/03/2018	IV002340	Darius Wells Lock Down Programming	90.60
3655.1277-(Savage Garden Services	6,625.00	INV	27/03/2018	32	Litter clean up along Timbertop Crescent verge	1,380.00
				INV	27/03/2018	30	Weed, slash and clean up Various Locations	2,125.00
				INV	27/03/2018	31	City Centre Litter Collection March 2018	3,120.00
3655.1297-(Shenton Enterprises Pty Ltd	614.90	INV	21/03/2018	159810	Foyer clock	614.90
3655.130-0'		Australasian Performing Rights	1,076.88	INV	27/03/2018	02083494/00040	Licence fee for background music	1,076.88
3655.1360-(Saint John Ambulance Australia (WA)	385.10	INV	27/03/2018	EHSINV00088198	First aid services for Alcoa Children's Festival	346.50
				INV	23/03/2018	STKINV00005872	Compression bandages	38.60

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3655.1423-(Telstra	113.29	INV	22/03/2018	1548725500Mar18	Usage to 13/3/18 Feilman Building	66.85
				INV	21/03/2018	0335568200Mar18	Usage to 14/3/18 BP Club	46.44
3655.1444-(The Good Guys	139.00	INV	21/03/2018	D0921305759	Mini fridge for admin	139.00
3655.1485-(T-Quip	1,444.95	INV	23/03/2018	74920#12	Various Parts for Tyre Fittings	461.70
				INV	23/03/2018	74961#12	Various parts and goods for plant items	246.65
				INV	23/03/2018	74923#12	Filters & Belts for plant items	736.60
3655.1505-(Trailer Parts Pty Ltd	76.10	INV	23/03/2018	961023	Various Trailer Parts for P325	76.10
3655.1516-(Trisley's Hydraulic Services Pty Lt	2,906.09	INV	27/03/2018	198358	Replacement of UV Wiper Kits for Hydro and Spa	905.30
				INV	27/03/2018	194947	Supply 1 x Air Filter Element at Recquatic	333.63
				INV	27/03/2018	198301	Emergency call out for low water level in 25m pool	528.00
				INV	27/03/2018	198312	Supply New Soda Ash Inject Points 1 Way Valve	363.00
				INV	27/03/2018	198333	Bi Monthly Services to Pool Water Treatment Plant	776.16
3655.1520-(Truck & Car Panel & Paint	500.00	INV	23/03/2018	00003906	Repairs excess only KWN2048	500.00
3655.1530-(Wormald Australia Pty Ltd	3,674.49	INV	23/03/2018	7666582	Administration Routine Inspection and Testing	935.55
				INV	26/03/2018	7684589	Administration Investigate suspicious fire alarm	253.00
				INV	27/03/2018	7685070	Recquatic Relocation of the pager system	1,650.00
				INV	27/03/2018	7685067	The Zone Alarm fault sounding	556.54
				INV	26/03/2018	7683841	Depot Building Maintenance fire extinguisher	279.40
3655.1572-(Western Australian Local Government	1,674.00	INV	23/03/2018	I3069958	Local Government Emergency Management Preparation	677.00
				INV	23/03/2018	I3069820	Introduction to Local Govt Online training	215.00
				INV	23/03/2018	I3069821	Introduction to Local Govt Online training	215.00
				INV	23/03/2018	I3070002	Presenting with Confidence Training 25 June 2018	567.00
3655.1592-(Water Corporation of Western Austra	9,445.60	INV	26/03/2018	9000319469Mar18	2U Chisham Oval toilets	4.64
				INV	21/03/2018	9000341201Mar18	1138U BP Village	4,254.48
				INV	26/03/2018	9000323724Mar18	408U Frank Konecny Centre	1,199.78
				INV	26/03/2018	9000313235Mar18	7U Peace Park	16.23
				INV	21/03/2018	9012573982Mar18	26U Offices Stidworthy Way	313.69
				INV	21/03/2018	9000340874Mar18	963U APU Village	3,656.78

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3655.1609-(West Australian Newspapers Limited	59.60	INV	26/03/2018	02624567	Newspaper Delivery 170318 to 140418	59.60
3655.1617-(Australian Medical Supplies	379.83	INV	21/03/2018	70141	Medical supplies Recquatic	379.83
3655.1649-(Dennis Cleve Wood	2,905.33	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MEETINGFEE17/18	Meeting Fees	2,613.66
3655.1660-(Wurth Australia Pty Ltd	1,084.66	INV	23/03/2018	430628355	Purchase of various parts for plant items	1,084.66
3655.1689-(Sandra Elizabeth Lee	2,905.33	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MEETINGFEES17/18	Meeting Fees	2,613.66
3655.1856-(Cornerstone Legal	1,737.23	INV	26/03/2018	14951	Legal fee Matter No.004549	1,737.23
3655.188-0'		Beaurepaires Tyres Kwinana	790.60	INV	27/03/2018	U548349271	Tyres, fittings and balance KWN2072	790.60
3655.19-01		Absolute Painting Services	3,723.50	INV	23/03/2018	INV-0365	Touch up all door frames to villa 39	44.00
				INV	23/03/2018	INV-0352	Repaint internal walls doors and ceilings villa 52	3,679.50
3655.1935-(Ikea	222.00	INV	27/03/2018	510048643	Storage Boxes and Mats	222.00
3655.2097-(Beaver Tree Services Aust Pty Ltd	44,479.85	INV	26/03/2018	65649	Remove Tree and Stump Grind	455.01
				INV	26/03/2018	65648	Off Road Prune and Underprune	1,638.89
				INV	26/03/2018	65650	Tree removal and stump Grind	758.30
				INV	26/03/2018	65651	Removal & stump grind 8 declined trees	3,004.36
				INV	23/03/2018	65469	Tree Pruning Chiswick Parade Wellard Village	1,999.91
				INV	23/03/2018	65471	Various Tree Works as per Job No. 49659	3,277.77
				INV	23/03/2018	65474	Remove and grind stump on Wandri Drive	1,422.21
				INV	23/03/2018	65477	172 Formative Prunings and 5 removals	11,020.12
				INV	26/03/2018	65647	Tree pruning	433.33
				INV	26/03/2018	65652	Tree service	1,977.77
				INV	26/03/2018	65655	Tree pruning	216.67
				INV	26/03/2018	65653	Tree pruning	216.67
				INV	26/03/2018	65656	General vegetation clearance	1,505.76
				INV	26/03/2018	65654	Tree pruning	216.67
				INV	22/03/2018	65049	Tree watering w/e 5/1/2018	1,046.32
				INV	22/03/2018	65118	Tree watering w/e 12/1/18	1,046.32
				INV	22/03/2018	64631	Tree watering	963.38
				INV	27/03/2018	65475	Job No. 96496 Vegetation clearance works	13,280.39
3655.218-0'		Bob Jane T-Mart	189.00	INV	23/03/2018	131893	Tyre KWN1956	189.00



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3655.2218-(Sunny Industrial Brushware Pty Ltd	815.10	INV	27/03/2018	00018059	Tractor Broom 1pce	815.10
3655.2363-(Ambrose Rent A Car	125.00	INV	23/03/2018	00043162	Car rental 6/03/18 to 07/03/18	125.00
3655.24-01		Accuonboard	737.55	INV	23/03/2018	2763	Calibration for Volvo loader L70F and L35B	737.55
3655.2410-(ABCO Products	278.82	INV	23/03/2018	330660	(171103) 750MI E-Grill Solve Non Caustic Oven	278.82
3655.248-0'		Bunnings Building Supplies	1,445.03	INV	26/03/2018	2163/01284902	Hardware Environmental Services	331.08
				INV	22/03/2018	2163/01004838	The Zone Latch and Lock	64.61
				INV	27/03/2018	2163/01188256	Depot Window and desk repair hardware	22.08
				INV	27/03/2018	2163/01641348	The Zone Strapping	30.66
				INV	27/03/2018	2163/01210772	Pliers cutting Irwin 200mm Diag Insulate	149.15
				INV	26/03/2018	2163/01639802	Coleford Park 3 x 10L tins of Intergrain Ultrade	663.03
				INV	23/03/2018	2163/01581387	Hardware parts	68.62
				INV	22/03/2018	2163/01186346	Fiona Harris Pavilion Paint Supplies	115.80
3655.2507-(Ixom Operations Pty Ltd	988.88	INV	27/03/2018	5944725	Chlorine Gas 70kg net	988.88
3655.2698-(Wilson Security Pty Ltd	116.05	INV	27/03/2018	W00216094	BP after hours call outs for medi alarm	116.05
3655.2981-(Peter Edward Feasey	4,756.66	INV	24/03/2018	DEPMAYFEE17/18	Deputy Mayoral Allowance	1,851.33
				INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MEETINGFEES17/18	Meeting Fees	2,613.66
3655.30-01		Carol Elizabeth Adams	11,617.50	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MAYALLOW17/18	Mayoral Allowance	7,405.33
				INV	24/03/2018	MEETINGFEE17/18	Meeting Fees	3,920.50
3655.3031-(Specialised Security Shredding	20.24	INV	26/03/2018	00225087	Specialised Security Shredding GC Bin Exchange	20.24
3655.3046-(Austswim Limited	3,500.00	INV	27/03/2018	00017704	Professional Deveopment Program	3,500.00
3655.3105-(Poly Pipe Traders	4,233.18	INV	27/03/2018	00090625	Retic Supplies	911.30
				INV	27/03/2018	00090771	Retic Parts Various	3,291.72
				INV	27/03/2018	00090275	Retic Supplies	30.16
3655.3155-(PFD Food Services Pty Ltd	229.85	INV	27/03/2018	KJ772783	Cafe Supplies	229.85
3655.335-0'		City of Rockingham	99,946.65	INV	23/03/2018	97599	Tipping fees to 16/03/18	99,946.65
3655.357-0'		BullAnt Security Pty	2,061.20	INV	27/03/2018	16,164,301	Key Cutting	2,061.20
3655.358-0'		Coastline Mowers	1,199.45	INV	27/03/2018	16687#12	Replacement vacuum head for workshop	85.00



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				INV	23/03/2018	16057#1	Stone 5.2mm	72.00
				INV	21/03/2018	16638#12	New blower	359.10
				INV	26/03/2018	16630#4	Equipment Environment Services	155.00
				INV	26/03/2018	16556#5	Equipment Environment Services	528.35
3655.3805-(Officeworks Superstores Pty Ltd	132.00	INV	22/03/2018	38534769	Earphones	132.00
3655.3916-(Kwinana Industries Council	516.32	INV	23/03/2018	00011784	Trainee f/e 16/03/2018	258.16
				INV	23/03/2018	00011783	Trainee f/e 16/03/2018	258.16
3655.4003-(Infiniti Group	1,687.68	INV	21/03/2018	426594	Cleaning sponge	55.44
				INV	27/03/2018	428589	Touch Free Soap Dispensers x 4	56.98
				INV	21/03/2018	425895	Assorted cleaning and bin items	1,575.26
3655.407-0'		Winc Australia Pty Ltd	1,376.43	INV	27/03/2018	9023824223	A4 Writing Pads Bond White	25.74
				INV	21/03/2018	9023688409	Stationery	60.48
				INV	28/03/2018	9023781636	Stationery	241.01
				INV	28/03/2018	9023781315	Stationery	567.55
				INV	27/03/2018	9023456356	Various Stationery and Toilet Rolls for FDC	481.65
3655.4077-(Commarine	2,415.43	INV	23/03/2018	00012196	2 x 5699 Light lonnic KLED-03 Amber	151.80
				INV	27/03/2018	00011969	Install lightbar 1EZH639	2,263.63
3655.4106-(Kennards Hire Rockingham - Generato	530.00	INV	23/03/2018	19206359	20 x Crowd Control Barriers for Childrens Festival	530.00
3655.4112-(Cleverpatch Pty Ltd	774.46	INV	27/03/2018	287560	Assorted Art and Craft Items for Programs	774.46
3655.412-0'		Courier Australia	40.38	INV	23/03/2018	0325	Courier charges to 14/3/18	40.38
3655.413-0'		Covs Parts Pty Ltd	939.50	INV	23/03/2018	1650061642	Oil Filter for P511	11.34
				INV	23/03/2018	1650061156	Crimp Terminal Female Blade Yellow	28.16
				INV	23/03/2018	1650061013	Air filters, oil filters	205.10
				INV	23/03/2018	1650060645	Assorted filters	529.25
				INV	23/03/2018	1650061016	Cleaning brush	4.28
				INV	23/03/2018	1650061530	Filters for P511	61.47
				INV	23/03/2018	1650061018	Lead shims	5.96
				INV	27/03/2018	1650062298	Adhesive L/tite	48.51
				INV	23/03/2018	1650060671	Filter oil	16.91
				INV	23/03/2018	1650060846	Cabin air filter	19.59
				INV	23/03/2018	1650061022	Electric grease	8.93
3655.4245-(ED Property Services	4,158.00	INV	23/03/2018	00001071	APU Roof repairs to units 1 3 4 6 7 8	3,300.00



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				INV	23/03/2018	00001070	Investigate and repair roof leak at villa 12	154.00
				INV	23/03/2018	00001069	BP 66 Various repairs at the unit	484.00
				INV	23/03/2018	00001068	BP 66 & 67 investigate and repair to water marks	110.00
				INV	23/03/2018	00001067	APU 8 investigate and repair to roof leak	110.00
3655.4246-(Atom Supply	353.21	INV	27/03/2018	H968631	Depot Uniform	353.21
3655.4279-(Data #3 Limited	688.05	INV	22/03/2018	01701291	150x Alogic 2M HDMI Cables with Ethernet	688.05
3655.4301-(Pedersens Hire & Structures	436.02	INV	27/03/2018	48212	Bar table hire for stakeholder event 22/3/2018	436.02
3655.4719-(Complete Office Supplies Pty Ltd	68.93	INV	22/03/2018	07373882	Hand sanitiser & sunscreen	68.93
3655.4861-(Big W	184.50	INV	21/03/2018	953810	Cleaning items	42.00
				INV	21/03/2018	953821	Stationery products for reception	142.50
3655.5035-(Quell Clean	40.00	INV	27/03/2018	00050489	BP 25 clean oil mark on carpet	40.00
3655.5062-(Tony Aveling & Associates Pty Ltd	990.00	INV	23/03/2018	00333271	Safety & Health Representatives Training	990.00
3655.5143-(Wendy Gaye Cooper	2,905.33	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MEETINGFEES17/	Meeting Fees	2,613.66
3655.5147-(Perth Audiovisual	231.00	INV	26/03/2018	205943	William Bertram Audio visual machine service	231.00
3655.5188-(The Lulus Pty Ltd	660.00	INV	23/03/2018	212	MC for Alcoa Children's Festival x 4 hours	660.00
3655.5520-(Master Lock Service	1,005.00	INV	27/03/2018	00004915	The Zone Supply and fit 1 x internal lever handle	145.00
				INV	23/03/2018	00004996	Replace external door handle & missing keys	245.00
				INV	26/03/2018	00004989	Recquatic Repair door in managers office	130.00
				INV	26/03/2018	00004995	Darius Wells replace door lock/emergency escape	485.00
3655.5546-(4 Signs Pty Ltd	1,254.00	INV	27/03/2018	00009593	2018 Honour Board Update	858.00
				INV	26/03/2018	00009592	Install Honour Board	396.00
3655.560-0'		Goodchild Enterprises	1,936.00	INV	23/03/2018	392096	8 x US200 Battery	1,936.00
3655.5750-(Kev's Wheelie Kleen	346.50	INV	26/03/2018	739	Darius Wells Bin Cleaning 21/03/18	269.50
				INV	26/03/2018	738	Admin Building Rubbish Bin Cleans 210318	77.00
3655.5823-(Accord Security Pty Ltd	3,295.88	INV	27/03/2018	00022406	Guards for Childrens Festival and Sand Castle Mgmt	3,295.88
3655.583-0'		Flexi Staff Pty Ltd	1,451.49	INV	26/03/2018	186675	Building Maintenance Leave Cover	1,451.49



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3655.5975-(Shane Craig Beresford	185.50	INV	19/03/2018	14thMarch2018	Reimb for Team Milestone ICT	185.50
3655.598-0'		Forpark Australia Pty Ltd	693.00	INV	28/03/2018	41036	Hinge wheel for playground	693.00
3655.5982-(Mahomad Arif Satar	84.00	INV	23/03/2018	20thMarch2018	Reimb of Working With Children check	84.00
3655.5996-(CMS Engineering Pty Ltd	762.30	INV	22/03/2018	27854	Parmelia House Investigate and repair a leak	762.30
3655.6018-(ALSCO Pty Ltd	177.79	INV	27/03/2018	CPER1814760	Linen Hire for Council Dinners	37.75
				INV	22/03/2018	CPER1812662	Table linen	85.18
				INV	27/03/2018	CPER1814288	Linen Hire for Council Dinners	54.86
3655.6032-(Isuscribe	45.00	INV	22/03/2018	00033279	Subscription to Building connection 1 Year	45.00
3655.6091-(Plants & Garden Rentals	110.00	INV	27/03/2018	00011651	Darius Wells Plant Hire April 2018	110.00
3655.6168-(Solargain PV Pty Ltd	594.00	INV	26/03/2018	110939	Recquatic 30 KW Solar Panel Periodic Maintenance	594.00
3655.6224-(The Grant Finder	946.00	INV	27/03/2018	00121	Term 1 Boredom Busters Facilitation	546.00
				INV	27/03/2018	00120	Serviices at the Skills Boosting Workshop 2018	400.00
3655.6261-(Rebecca J Flanagan	1,600.00	INV	26/03/2018	08/02/2018	William Bertram Music and Rhyme Term 1	1,600.00
3655.6267-(Woolworths Group Limited	1,038.05	INV	27/03/2018	2982642	Cafe Supplies	27.50
				INV	27/03/2018	2982612	Water and supplies for Alcoa Children's Festival	189.13
				INV	22/03/2018	25087137	Groceries for catering	176.01
				INV	27/03/2018	2982631	Cafe Supplies	48.90
				INV	27/03/2018	2981503	Cafe supplies	53.42
				INV	23/03/2018	26310051	Assorted items	125.67
				INV	27/03/2018	2982604	Cafe supplies of fresh food	43.84
				INV	27/03/2018	26400903	Kitchen consumables	100.73
				INV	21/03/2018	2982618	Items for Play and Learn Monday	21.80
				INV	27/03/2018	2982626	Cafe supplies of food and drink	70.25
				INV	27/03/2018	2982622	Food and supplies for Mooditj Kulungars Playgroup	157.80
				INV	27/03/2018	2982643	Depot Milk	23.00
3655.6370-(Elexacom	10,231.18	INV	22/03/2018	22726	Repair street light Wellard Road Wellard	100.38
				INV	27/03/2018	22276	Testing Bright Futures Family Day Care	177.54
				INV	26/03/2018	22789	Darius Wells Tagging and Testing of extra items	545.33
				INV	22/03/2018	22783	Install power and data	1,601.94



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				INV	23/03/2018	22774	BP 16 install new double GPO to operate HWS 626KW	429.17
				INV	23/03/2018	22786	Install assorted lights at Darius Wells	5,718.35
				INV	26/03/2018	22787	Darius Wells light fittings David Nelson room	46.75
				INV	22/03/2018	22669	Recquatic Afterhours call out 18/2/2018	264.00
				INV	22/03/2018	22778	Business Incubator ceiling faulty light	23.38
				INV	22/03/2018	22673	Repair Recquatic water leak	1,015.62
				INV	27/03/2018	22420	Corner of Sunstone Drive and Bluebird Street Light	46.75
				INV	26/03/2018	22776	Thomas Kelly Pavilion Zip Unit repairs	261.97
3655.664-0'		StrataGreen	988.17	INV	26/03/2018	105266	2 x 20 L Envirosoak	378.84
				INV	21/03/2018	92453	Envirodyne Red 20LT	609.33
3655.6652-(Native Arc Inc	660.00	INV	22/03/2018	INV0000041	Provide services for the Childrens Festival	660.00
3655.684-0'		Hart Sport	2,010.50	INV	27/03/2018	791067	Assorted gym items	2,010.50
3655.7165-(Sprayline Spraying Equipment	96.40	INV	26/03/2018	16193	4 x service kit to suit T400 spray gun	96.40
3655.7237-(Dee Roche Leadership Development	23,100.00	INV	27/03/2018	00001284	Customer Service Charter 14 Half Day Sessions	23,100.00
3655.7315-(Foxtel Cable Television Pty Ltd	264.00	INV	21/03/2018	283161042	Foxtel for period 15 Feb-14 Mar 18	264.00
3655.7384-(S J Rural Supplies	379.00	INV	22/03/2018	55587	2x 5L 'Rocky' grass control	379.00
3655.7388-(Morris Jacobs	155.00	INV	27/03/2018	270318	Art Group Facilitation 27/03/18	155.00
3655.7436-(Action Glass Pty Ltd	335.50	INV	27/03/2018	B14219	The Zone After hours call out	335.50
3655.7445-(Mustang Welding & Fabrication	1,323.30	INV	27/03/2018	153	3 monthly service	536.25
				INV	27/03/2018	152	3 monthly service	787.05
3655.7507-(WCP Civil Pty Ltd	29,567.45	INV	26/03/2018	18652	Drainage works Medina Netball Crts Claim 1	24,198.26
				INV	23/03/2018	18654	Excavate swale drain	5,369.19
3655.7557-(Sheila Mills	2,905.33	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.67
				INV	24/03/2018	MEETINGFEE17/18	Meeting Fees	2,613.66
3655.7601-(Focus Networks	792.00	INV	22/03/2018	00007499	Wireless Access Point Management	792.00
3655.7605-(Flying Canape	5,726.00	INV	23/03/2018	11457	Catering 22032018	1,805.00
				INV	27/03/2018	11458	Catering 270318 Citizenship Ceremony	2,564.00
				INV	27/03/2018	11459	Mayor's Easter Morning Tea	1,357.00



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3655.762-0'		Blackwood & Sons Ltd	376.12	INV	26/03/2018	KW2534OS	Ironclad Ranchworx Gloves	45.95
				INV	23/03/2018	PE4819PD	Ladder 150KG FGDS2400	100.43
				INV	26/03/2018	KW5015OR	Ironclad Ranchworx Gloves	183.79
				INV	26/03/2018	KW8474OO	Ironclad Ranchworx Gloves	45.95
3655.7625-(Flex Industries Pty Ltd	3,722.46	INV	27/03/2018	58803	Excessive DPF Burning	283.25
				INV	27/03/2018	58761	Repair Clutch and Tow	3,439.21
3655.7780-(Moore Stephens (WA) Pty Ltd	4,290.00	INV	23/03/2018	GST18032018-024	GST Workshop 04/05/18	770.00
				INV	27/03/2018	304915	Audit Certification of acquittal of Banksia Park	1,210.00
				INV	23/03/2018	GST18032018-0248	GST Workshop 4/05/2018	770.00
				INV	23/03/2018	GST18032018-023	GST Workshop 4/05/2018	770.00
				INV	23/03/2018	GST18032018-023	GST Workshop 4/05/2018	770.00
3655.7809-(Frontline Fire and Rescue Equipment	3,740.00	INV	27/03/2018	60050	Solberg Firebreak Class A Foam Concentrate	3,740.00
3655.7812-(Starbucks Flooring	170.00	INV	27/03/2018	000360	APU unit 2 replace vinyl to kitchen	170.00
3655.7833-(Kwinana Veterinary Hospital Pty Ltd	1,642.10	INV	22/03/2018	11839	Consultation & medical	143.05
				INV	22/03/2018	10620	Consultation & medical	274.35
				INV	22/03/2018	10864	Consultation & medical	99.70
				INV	22/03/2018	10994	Microchip	65.00
				INV	22/03/2018	10974	Microchip	65.00
				INV	22/03/2018	10995	Microchip	130.00
				INV	22/03/2018	10015	Microchip	65.00
				INV	22/03/2018	12158	Microchip	65.00
				INV	22/03/2018	11682	Microchip	65.00
				INV	22/03/2018	17076	Microchip	65.00
				INV	22/03/2018	16443	Microchip	65.00
				INV	22/03/2018	16432	Microchip	65.00
				INV	22/03/2018	14845	Microchip	65.00
				INV	22/03/2018	14846	Microchip	65.00
				INV	22/03/2018	14896	Microchip	65.00
				INV	22/03/2018	12159	Dog euthanasia	80.00
				INV	22/03/2018	16744	Cat euthanasia	45.00
				INV	22/03/2018	15056	Cat euthanasia	45.00
				INV	22/03/2018	16143	Cat euthanasia	45.00
				INV	22/03/2018	16218	Cat euthanasia	65.00



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
3655.7847-(Strata Specialists	4,827.00	INV	27/03/2018	3421023	Quarterly Levies 010418 to 300618	2,633.00
				INV	27/03/2018	3421024	Quarterly Levies 010418 to 300618	2,194.00
3655.7854-(Shana James Visual Artist	600.00	INV	27/03/2018	220318	2018 Alcoa Children Festival Artist support	600.00
3655.805-0'		Mervyn Thomas Kearney	2,905.32	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.66
				INV	24/03/2018	MEETINGFEES17/	Meeting Fees	2,613.66
3655.8088-(GTA Consultants (WA) Pty Ltd	12,100.00	INV	23/03/2018	109425	Kwinana Cycling and Walking Network Plan	12,100.00
3655.822-0'		Kone Elevators Pty Ltd	1,482.76	INV	27/03/2018	193320904	Darius Wells Service Fee to 30/06/18	1,482.76
3655.8289-(Arty Brellas	2,200.00	INV	23/03/2018	439	Art Workshop For Children's Festival	2,200.00
3655.8425-(Webson Services	4,888.40	INV	26/03/2018	2214	John Wellard Community Centre Painting	1,424.50
				INV	26/03/2018	2196	The Zone Youth Centre Painting exterior	3,463.90
3655.8656-(Child Inclusive Learning and	250.00	INV	27/03/2018	12563	Donation for participating 2018 Alcoa Childrens Festival	250.00
3655.8808-(Alice Cordy-Hedge	350.00	INV	21/03/2018	010	Photography at Children's Festival	350.00
3655.8831-(Roy Batts Sales	2,189.00	INV	26/03/2018	RBS4247	John Wellard Community Centre Visionline	2,189.00
3655.8984-(Baldivis Transport Pty Ltd	175.00	INV	22/03/2018	00001629	Casuarina/Wellard Hall Water Delivery 12/03/2018	175.00
3655.8998-(McLeods	713.57	INV	23/03/2018	39350	Legal Fees Matter No. 39350	713.57
3655.9133-(People Solutions Australasia Pty Lt	715.00	INV	26/03/2018	00012353	Psychometric Testing	715.00
3655.926-0'		Main Roads Western Australia	5,867.86	INV	27/03/2018	8007789	Anketell Road Installation Signage/Pavement Mark	2,001.10
				INV	27/03/2018	8007788	Sulphur/Durrant Signage/Pavement Marking	3,866.76
3655.9351-(Skipper Transport Parts	422.02	INV	26/03/2018	1996881	Assorted parts	422.02
3655.94-01		Antiskid Industries Pty Ltd	23,760.00	INV	22/03/2018	00009387	Omnigrip HF	23,760.00
3655.9405-(Matthew James Rowse	2,905.32	INV	24/03/2018	ICTALLOW17/18	ICT Allowance	291.66
				INV	24/03/2018	MEETINGFEES17/	Meeting fees	2,613.66
3655.9431-(Perth Energy	5,640.19	INV	26/03/2018	110072696	35U Feilman Bulding	76.61
				INV	26/03/2018	110072891	98U Wellard Pavilion	214.52
				INV	26/03/2018	110072694	39.09U New Thomas Oval Pavilion	128.32
				INV	26/03/2018	110072695	401.77U Recquatic	4,712.25
				INV	26/03/2018	110072940	98.17U Medina Oval Clubrooms	216.74
				INV	26/03/2018	110073872	98U Medina Oval Changerooms	214.52
				INV	26/03/2018	110071759	12U Orelia Sports Pavilion	1.53



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
				INV	26/03/2018	110072697	35.73U Orelia Sports Pavilion	75.70
3655.9488-(Bright Light Signs Pty Ltd	880.00	INV	26/03/2018	00013420	Hire of 2 x VMS for Children's Festival	880.00
3655.9490-(Culture and Context Pty Ltd	3,706.84	INV	26/03/2018	KWI-004	Consultation fees	3,706.84
3655.9493-(Supersonic Science	770.00	INV	23/03/2018	SS00400-Balance	Supersonic Science Activities	770.00
3655.9494-(Reece's Event Hire	845.90	INV	27/03/2018	33736	Breakages from Aloca Children's Festival	845.90
3655.9542-(Rosie O Entertainment Pty Ltd	3,080.00	INV	23/03/2018	00007577	Entertainment for Children's Festival	2,480.00
				INV	27/03/2018	00007590	Face Painter and Fairy Floss Machine Easter Event	600.00
3655.9547-(Retech Rubber	737.00	INV	27/03/2018	260318	Kwinana Adventure Playground Repairs	412.50
				INV	27/03/2018	00002440	Thomas Oval Playground Repairs	324.50
3655.9612-(Sarah Jessica Hills	400.00	RFD	20/03/2018	1266252	Refund bond Hall hire 08/03/18	400.00
3655.9620-(Street Hassle Events	1,309.00	INV	23/03/2018	00000054	Event Staff for Children's Festival	1,309.00
3655.9731-(TJS Service (WA) Pty Ltd	25,736.73	INV	27/03/2018	22981	Feb18 Cleaning Services Darius Wells Resource Centre	851.37
				INV	27/03/2018	22973	Feb18 Cleaning Services Depot Demountables	287.88
				INV	27/03/2018	22972	Feb18 Cleaning Services Depot	685.27
				INV	27/03/2018	22978	Feb18 Cleaning Services FDC	462.59
				INV	27/03/2018	22986	Feb18 Cleaning Services The Zone	4,226.07
				INV	27/03/2018	22980	Feb18 Cleaning Services Darius Wells	1,019.36
				INV	27/03/2018	22983	Feb18 Cleaning Services Recquatic	6,457.53
				INV	27/03/2018	22975	Feb18 Cleaning Services Small Business Centre	543.71
				INV	27/03/2018	22979	Feb18 Cleaning Services Administration Building	3,034.57
				INV	27/03/2018	22984	Feb18 Cleaning Services Margaret Feilman	106.58
				INV	27/03/2018	22982	Feb18 Cleaning Services Wellard CC	3,177.32
				INV	27/03/2018	22974	Feb18 Cleaning Services Parmelia House	187.73
				INV	27/03/2018	22977	Feb18 Cleaning Services Village	99.66
				INV	27/03/2018	22985	Feb18 Cleaning Services Village Office and Clubroom	43.74
				INV	27/03/2018	22976	Feb18 Cleaning Services Adventure Park	1,032.47
				INV	27/03/2018	22987	Feb18 Cleaning Services Bertram CC	3,520.88
3655.9790-(Classic Hire	819.50	INV	23/03/2018	74890-6	Portable Toilet Hire of Childrens Festival	819.50



Cheque Listing

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01/03/2018 to 31/03/2018

<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
3655.9854-(The Perth Mermaids	350.00	INV	23/03/2018	AB1806	Mermaid for Children's Festival	350.00
3655.9855-(African Oz Drum 'N' Dance	1,000.00	INV	23/03/2018	191	Performance and Drumming Circle	1,000.00
3655.9865-(Amazing Clean Rockingham	386.00	INV	23/03/2018	C9052	Vertical Blinds Cleaning Unit 52	386.00
3655.9893-(Glen McLeod Legal	2,420.00	INV	23/03/2018	INV-1029	Legal Advice Ref: 23803	2,420.00
3655.9897-(Nicky Sandover Music	400.00	INV	26/03/2018	190318	William Bertram Finally Fridays 16th March	400.00
3655.9901-(Robyn Fitzgerald	100.00	INV	06/03/2018	060318	Return Security Deposit The Patio 161216	100.00
3655.9911-(OzKidzKartz	1,450.00	INV	27/03/2018	90	Hire of Go Karts and Track for Children's Festival	1,450.00
3655.9931-(Monsido Pty Ltd	3,520.00	INV	22/03/2018	INV-0099	Website scanning service.	3,520.00
3655.9932-(Bethany Fisher	1,650.00	INV	23/03/2018	1010	Bethany Fisher Performance at Children's Festival	1,650.00
3655.9933-(Questamon Training Services	5,578.00	INV	23/03/2018	00000969	Course fee x 2	2,590.00
				INV	23/03/2018	00000970	Course fee x 2	2,988.00
3655.9951-(Noddy The Waterman	100.00	INV	26/03/2018	INV-0053	Casuarina/Wellard Fire Station Water Delivery	100.00
3655.9952-(Wayne Brian Thomas Neve	540.00	INV	27/03/2018	A/N23085	Crossover subsidy rebate	540.00
3655.9953-(Damian Paul Millar	540.00	INV	27/03/2018	A/N23287	Crossover subsidy rebate	540.00
3655.9954-(Ankit Kochhar	540.00	INV	27/03/2018	A/N21101	Crossover subsidy rebate	540.00
3655.9955-(Irene Mae Ortaliz	360.00	INV	27/03/2018	A/N21887	Crossover subsidy rebate	360.00
3655.9956-(Edna Hilda Schoeman	720.00	INV	27/03/2018	A/N22353	Crossover subsidy rebate	720.00
3655.9957-(Bethanie Jayne Joyce Carr	420.00	INV	27/03/2018	A/N22361	Crossover subsidy rebate	420.00
3655.9958-(Rubielyn Bolo Chio	540.00	INV	27/03/2018	A/N23083	Crossover subsidy rebate	540.00
3655.9959-(Karen Jane Meek	360.00	INV	27/03/2018	A/N22838	Crossove subsidy rebate	360.00
3655.9960-(Bianca Micale	360.00	INV	27/03/2018	A/N21600	Crossover subsidy rebate	360.00
3655.9961-(Kushal Surantha Goonewardena	360.00	INV	27/03/2018	A/N22529	Crossover subsidy rebate	360.00
3655.9962-(LWP Wellard Pty Ltd	6,522.99	INV	27/03/2018	17	Rates Refund	6,522.99
3655.9963-(David Dawson Threadingham	492.95	INV	27/03/2018	17.1	Rates Refund	492.95
3655.9964-(McMahon Services Australia Pty Ltd	450.00	RFD	27/03/2018	504082	Refund security deposit	450.00
3655.9965-(Merit Consulting group	2,912.00	RFD	27/03/2018	702510	Refund security bond	1,456.00



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<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
				RFD	27/03/2018	699906	Refund security deposit	1,456.00
3655.9966-(Parsons Group	350.00	RFD	27/03/2018	145897	Refund security bond	350.00
3655.9967-(Aaron Caratti	450.00	RFD	27/03/2018	457131	Refund security bond	450.00
3655.9968-(Wetback Constructions Pty Ltd	850.00	RFD	27/03/2018	311043	Refund security deposit	400.00
				RFD	27/03/2018	623089	Refund security deposit	450.00
3655.9969-(Lana Whittleton	1,456.00	RFD	27/03/2018	787487	Refund security deposit	1,456.00
3655.9970-(Rhoderick Penas Valiente	1,000.00	RFD	27/03/2018	1245608	Refund bond Patio hire 2/2/2018	1,000.00
3655.9971-(Nutrimetics	200.00	RFD	27/03/2018	1238737	Refund bond Room hire 23/1/18	200.00
3655.9972-(Vonita Kiddie	100.00	RFD	27/03/2018	1266252	Refund bond Patio hire 8/3/2018	100.00
3655.9973-(Jessica Shaw	100.00	RFD	27/03/2018	1258497	Refund bond Patio hire 27/2/2018	100.00
3655.9974-(Amber Gross	100.00	RFD	27/03/2018	1252563	Refund bond Hall hire 14/2/2018	100.00
3655.9975-(Jesse Richards	100.00	RFD	27/03/2018	1236828	Refund patio hire 15/1/2018	100.00
3655.9976-(Lisa Rhoades	100.00	RFD	27/03/2018	1238461	Refund hall hire	100.00
3655.9977-(Christina Payne	100.00	RFD	27/03/2018	1238458	Refund hall hire 18/1/2018	100.00
3655.9979-(Alzheimer's WA	45.55	INV	28/03/2018	28thMarch18	Casual Dress donation	45.55
3656	28/03/2018	EFT TRANSFER: - 28/03/2018	20,408.64					
3656.151-0'		Australian Services Union	576.50	INV	28/03/2018	PY01-20-Aust Ser	Payroll Deduction	247.14
				INV	28/03/2018	PY01-20-Aust Ser	Payroll Deduction	33.72
				INV	14/03/2018	PY01-19-Aust Ser	Payroll Deduction	247.14
				INV	14/03/2018	PY01-19-Aust Ser	Payroll Deduction	48.50
3656.2853-(Maxxia Pty Ltd	4,655.51	INV	28/03/2018	PY01-20-Maxxia P	Payroll Deduction	2,140.35
				INV	28/03/2018	PY01-20-Maxxia P	Payroll Deduction	2,515.16
3656.3376-(Health Insurance Fund of WA (HIF)	1,132.45	INV	28/03/2018	PY01-20-Health I	Payroll Deduction	1,132.45
3656.3719-(City of Kwinana - Xmas fund	8,310.00	INV	28/03/2018	PY01-20-TOK Chri	Payroll Deduction	8,310.00
3656.487-0'		Child Support Agency	3,177.16	INV	14/03/2018	PY01-19-Child Su	Payroll Deduction	1,658.58
				INV	28/03/2018	PY01-20-Child Su	Payroll Deduction	1,518.58
3656.530-0'		Easifleet	1,757.52	INV	14/03/2018	PY01-19-Easiflee	Payroll Deduction	335.38
				INV	14/03/2018	PY01-19-Easiflee	Payroll Deduction	543.38
				INV	28/03/2018	PY01-20-Easiflee	Payroll Deduction	335.38
				INV	28/03/2018	PY01-20-Easiflee	Payroll Deduction	543.38



Cheque Listing

Payments made between
01/03/2018 to 31/03/2018

<u>Chq/Ref</u>	<u>Pmt Date</u>	<u>Payee</u>	<u>Amount</u>	<u>Tran</u>	<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Amount</u>
3656.892-0'		LGRCEU	799.50	INV	14/03/2018	PY01-19-LGREC U	Payroll Deduction	410.00
				INV	28/03/2018	PY01-20-LGREC U	Payroll Deduction	389.50
3657	28/03/2018	EFT TRANSFER: - 29/03/2018	152,114.55					
3657.565-0'		Bright Futures Family Day Care - Pa	105,761.60	INV	28/03/2018	120318-250318	FDC Payroll 12/3/18-25/3/18	105,761.60
3657.568-0'		Bright Futures In Home Care - Payro	46,352.95	INV	28/03/2018	120318-250318	IHC Payroll 12/3/18-25/3/18	46,352.95
3658	29/03/2018	EFT TRANSFER: - 03/04/2018	840.48					
3658.7367-(ClickSuper Pty Ltd	840.48	INV	28/03/2018	February2018B-01	Superannuation February2018B-01	840.48
Total EFT			3,455,998.44					
Payroll								
PY01-19	14/03/2018	Payroll	627,890.41					
PY01-20	28/03/2018	Payroll	628,576.90					
Total Payroll			1,256,467.31					
Grand Total			-4,803,901.86					

16.3 Quarterly Strategic Community Plan and Corporate Business Plan Report (Quarter 3 January to March 2017/18)

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Council has endorsed a Plan for the Future made up of a Strategic Community Plan and a Corporate Business Plan. Actions have been developed for each of these plans in order to achieve the aspirations of the community. Every quarter, Council will receive a report detailing the progress against the adopted actions within the Strategic Community Plan and Corporate Business Plan.

OFFICER RECOMMENDATION:

That Council note the Quarterly Performance Report (January to March 2017/18) detailed in Attachment A.

DISCUSSION:

The *Integrated Planning and Reporting – Framework and Guidelines 2016* (Department of Local Government and Communities) recommend implementing quarterly reporting to inform Council of the City's performance against community aspirations and enable the City to respond to changing priorities. A Quarterly Strategic Community Plan and Corporate Business Plan Report is provided to Council each quarter. There are some actions in the Quarterly Strategic Community Plan and Corporate Business Plan Report that have been completed and do not have a comment associated with them for this quarter. This is due to the action being completed and a comment being provided in a previous quarter.

A short status summary and a list of highlighted achievements towards achieving the Strategic Community Plan for this financial year has been included below:

Rich in spirit

Status: On target

Highlighted Achievements for 17/18:

- A New Residents Kit has been developed
- A Reflect Reconciliation Action Plan is now in draft form
- Completed construction of 'The Edge' Skate Park and continued activation with workshops, clinics and competitions
- Activated the Kwinana Adventure Park
- Held the Act Belong Commit Rock Symphony (with approximately 5,000 attendees)
- Held the Christmas Lolly Run (delivering 13,000 lolly bags to the community)
- Supported the Punjabi Association to host an annual cultural celebration in October

**16.3 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT
(QUARTER 3 JANUARY TO MARCH 2017/18)**

- Recruited four Community Liaison Officers to engage in the City Centre
- Delivered the first half of the Parks Play program
- Activated the Zone Youth Space with various programs
- Activated the City's Community Centres (William Bertram, John Wellard and the Darius Wells)
- Delivered a Homelessness Week event at Medina Hall
- Held the Australia Day Event (with approximately 500-600 attendees)
- Held the Children's Festival (with approximately 4,000-5,000 attendees)
- Created the Community Safety and Crime Prevention Plan

Alive with opportunities

Status: On target

Highlighted Achievements for 17/18:

- Appointed an Economic Development Specialist
- The City has been appointed to the Reference Group for the Westport Taskforce
- Improved Local Commercial and Activity Centres through the provision of a small business grant program
- Progressed the Medina Town Centre Revitalisation Project
- Continued to brief stakeholders on the Kwinana Outer Harbour Project
- Created the City of Kwinana Investment Prospectus

Surrounded by nature

Status: On target

Highlighted Achievements for 17/18:

- Initiated the review of the Local Biodiversity Strategy
- Completed weed control measures for 2017
- Inherited three new reserves for inclusion in the City's natural areas
- Undertook fuel load assessments on City reserves
- Completed controlled burns in City reserves
- Completed fire break maintenance
- Held Living Smart workshops at the Wandi Community Centre
- Held guided activities such as the Wildflower Walk and Night Stalks
- Kwinana Community Share volunteers have been inducted as volunteers for the City
- Secured the Coastcare Program until 2018
- Commenced Rural Urban Interface Plans with local City brigades
- Commenced a review of the City's Emergency Services
- Initiated the development of an Environmental Education Strategy
- Adopted the Green Building Policy
- Completed the 2017 Groundwater Monitoring Program
- Initiated the development of a Landscape Strategy

16.3 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT (QUARTER 3 JANUARY TO MARCH 2017/18)

It's all here

Status: On target

Highlighted Achievements for 17/18:

- Initiated the design stage for a local sporting ground with a community sports building in Bertram
- Upgraded the Kwinana Netball Courts with five new courts, players' shelters, retaining walls, perimeter fencing and a water fountain
- Upgraded the Tennis Club with the resurfacing of playing courts, a sun shade and internal carpets
- Initiated a condition audit of the City's Building Portfolio
- The City's Parking Strategy is now in draft form for Wellard
- The City's Bike and Walk Plan is now in draft form
- Initiated a review of the Local Housing Strategy

This summary has also been expanded upon in Attachment A.

LEGAL/POLICY IMPLICATIONS:

The *Integrated Planning and Reporting Advisory Standard* sets out the standards and regulatory requirements that a local government should work towards achieving. The *Integrated Planning and Reporting - Framework and Guidelines* have been created by the Department of Local Government to provide further information that will assist local governments to address regulatory requirements.

Integrated Planning and Reporting - Framework and Guidelines

Section 4.1 In Practice – Reporting indicates that:

The description of "Reporting" in Integrated Planning and Reporting is to "Report on the progress of delivering the Corporate Business Plan and how this relates to achieving priorities in the Strategic Community Plan". The recommendation to introduce a quarterly reporting process is then detailed under "Supporting Processes" and is shown below.

Supporting Processes

- Quarterly reporting process against the current year of the Corporate Business Plan to monitor performance and respond to changing priorities.

FINANCIAL/BUDGET IMPLICATIONS:

The actions that have been identified in this report achieve the "City Sustainability" objectives and strategies listed in the Corporate Business Plan. There are no budget implications in providing this report to Council. Actions that are stated in the report are carried out when there is a budget assigned to the action.

16.3 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT (QUARTER 3 JANUARY TO MARCH 2017/18)

ASSET MANAGEMENT IMPLICATIONS:

The actions that have been identified in this report achieve the “Asset Management” objectives and strategies listed in the Corporate Business Plan and also the “It’s All Here” aspiration, objectives and strategies in the Strategic Community Plan.

ENVIRONMENTAL IMPLICATIONS:

The actions that have been identified in this report achieve the “Surrounded by Nature” objectives and strategies listed in the Strategic Community Plan.

STRATEGIC/SOCIAL IMPLICATIONS:

This report will support the achievement of the following objective(s) detailed in the Strategic Community Plan and/or Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Civic Leadership	5.1 An active and engaged Local Government, focused on achieving the community’s vision.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report.

RISK IMPLICATIONS:

It is the City’s Policy to achieve best practice (aligned with AS/NZS ISO 31000:2009 Risk management) in the management of all risks that may affect the City. The types of risks include the City’s customers, people, assets, functions, objectives, operations or members of the public. Risk Management will form part of the strategic, operational, project and business unit management responsibilities and where possible, be incorporated within the City’s Integrated Planning Framework.

The City will monitor and review individual risks and identify issues and trends that may arise from time to time.

The risk implications specifically related to this proposal are as follows:

Risk Event	This report is not supplied on a quarterly basis.
Risk Theme	Providing inaccurate advice/ information
Risk Effect/Impact	Reputation
Risk Assessment Context	Strategic
Consequence	Minor

**16.3 QUARTERLY STRATEGIC COMMUNITY PLAN AND CORPORATE BUSINESS PLAN REPORT
(QUARTER 3 JANUARY TO MARCH 2017/18)**

Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	The information contained in the report resides within the City's Corporate Planning Software. This information is easily obtainable and a report can be generated by any City Officer.
Rating (after treatment)	Low

COUNCIL DECISION

152

MOVED CR W COOPER

SECONDED CR S LEE

That Council note the Quarterly Performance Report (January to March 2017/18) detailed in Attachment A.

**CARRIED
7/0**

Quarterly Performance Report

Quarter 3 (January - March) 2017/18

Summary

1. Rich in spirit

Status: On target

Highlighted Achievements for 2017/18:

- A New Residents Kit has been developed
- A Reflect Reconciliation Action Plan is now in draft form
- Completed construction of 'The Edge' Skate Park and continued activation with workshops, clinics and competitions
- Activated the Kwinana Adventure Park
- Held the Act Belong Commit Rock Symphony (with approximately 5,000 attendees)
- Held the Christmas Lolly Run (delivering 13,000 lolly bags to the community)
- Supported the Punjabi Association to host an annual cultural celebration in October
- Recruited four Community Liaison Officers to engage in the City Centre
- Delivered the first half of the Parks Play program
- Activated the Zone Youth Space with various programs
- Activated the City's Community Centres (William Bertram, John Wellard and the Darius Wells)
- Delivered a Homelessness Week event at Medina Hall
- Held the Australia Day Event (with approximately 500-600 attendees)
- Held the Children's Festival (with approximately 4,000-5,000 attendees)
- Created the Community Safety and Crime Prevention Plan

2. Alive with opportunities

Status: On target

Highlighted Achievements for 2017/18:

- Appointed an Economic Development Specialist
- The City has been appointed to the Reference Group for the Westport Taskforce
- Improved Local Commercial and Activity Centres through the provision of a small business grant program
- Progressed the Medina Town Centre Revitalisation Project
- Continued to brief stakeholders on the Kwinana Outer Harbour Project
- Created the City of Kwinana Investment Prospectus

3. Surrounded by nature

Status: On target

Highlighted Achievements 2017/18:

- Initiated the review of the Local Biodiversity Strategy
- Completed weed control measures for 2017
- Inherited 3 new reserves for inclusion in the City's natural areas
- Undertook fuel load assessments on City reserves
- Completed controlled burns in City reserves
- Completed fire break maintenance
- Held Living Smart workshops at the Wandi Community Centre
- Held Guided Activities such as the Wildflower Walk and Night Stalks
- Kwinana Community Share volunteers have been inducted as volunteers for the City
- Secured the Coastcare Program until 2018
- Commenced Rural Urban Interface Plans with local City brigades
- Commenced a review of the City's Emergency Services
- Initiated the development of an Environmental Education Strategy
- Adopted the Green Building Policy
- Completed the 2017 Groundwater Monitoring Program
- Initiated the development of a Landscape Strategy

4. It's all here

Status: On target

Highlighted Achievements for 2017/18:

- Initiated the design stage for a Local Sporting Ground with a Community Sports Building in Bertram
- Upgraded the Kwinana Netball Courts with 5 new courts, player's shelters, retaining walls, perimeter fencing and a water fountain)
- Upgraded the Tennis Club with the resurfacing of playing courts, a sun shade and internal carpets
- Initiated a condition audit of the City's Building Portfolio
- The City's Parking Strategy is now in draft form
- The City's Bike and Walk Plan is now in draft form
- Initiated a review of the Local Housing Strategy

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1 Develop and strengthen community identity to create a sense of belonging					
1.1.01 Create a Wellard/Bullrush District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan will be created after the Kwinana Central Plan is approved. The Kwinana Central Plan will be used as a template for the other plans.
1.1.02 Create a Mortimer District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan will be created after the Kwinana Central Plan is approved. The Kwinana Central Plan will be used as a template for the other plans.
1.1.03 Create an Anketell District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan will be created after the Kwinana Central Plan is approved. The Kwinana Central Plan will be used as a template for the other plans.
1.1.05 Create a Kwinana Central Place Plan	4.3 Community Development	01/07/2017	30/06/2018	80	10/04/2018 - The current draft of this plan is being reviewed.
1.1.07 Facilitate culture sharing by organising get-togethers and classes for cooking, dance and other hobbies	4.3 Community Development	01/07/2017	30/06/2018	75	<p>03/04/2018 - This action is ongoing. Cultural sharing opportunities are explored when developing term programmes for the community centres, in engaging with community groups and in discussions with other service providers within the City. Harmony Week recently saw a number of activities occur in various locations.</p> <p>The contract with the Befriend Network to recruit and train Volunteer Hosts is seeing a number of informal groups form around a range of interest areas, many meeting in the community centres.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.08 Develop and disseminate a "New Residents' Kit / Welcome Pack" including information about local resources and services	4.3 Community Development	01/07/2017	30/06/2018	100	03/04/2018 - This action is complete. The New Resident's Kit has been developed and is being distributed to the community through the Community Centres, the Library and Administration Centre.
1.1.09 Work with culturally and linguistically diverse groups and relevant service providers to ensure newcomers are welcomed and integrated into the community	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - This action is ongoing. The partnership with Fremantle Multicultural Centre enables weekly conversational English classes and an Inspire Me training programme to be held at the Darius Wells Library and Resource Centre, during term times.</p> <p>The contract with the Befriend Network to recruit and train Volunteer Hosts is seeing informal groups establish around a range of interests, many meeting in the community centres.</p>
1.1.10 Develop and implement youth programs that increase engagement between CaLD young people, Aboriginal young people and non-CaLD young people	4.3 Community Development	01/07/2017	30/06/2018	25	04/04/2018 - Delivered a multi-cultural Youth Panel during Harmony Week at the Zone Youth Space. Young people from different cultural backgrounds were invited to take part in a panel to answer questions about living in Australia.
1.1.11 Advocate for and with CaLD communities in all appropriate forums and networks to share information about CaLD-related issues and opportunities	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Multicultural Advisory Group Meetings continue on a bi-monthly basis where issues of relevance to Culturally and Linguistically Diverse (CaLD) communities are discussed. Officers regularly attend the South West Metro CaLD Network where CaLD related issues, services and opportunities are discussed. Also regular liaison occurs with the Fremantle Multicultural Centre.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.12 Organise small community gatherings to build relationships	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - Neighbour Day (25 March 2018) grants, to support community groups and individual residents to hold local gatherings to build neighbourhood connections, have been advertised and distributed. Five Neighbour Day events were held by groups, and a number of individual gatherings were held.</p> <p>Small groups of residents continue to use the community centres to meet informally to create local interest groups, with community centres staff working with the Befriend Network to develop new social meet-up groups.</p>
1.1.13 Work with the City's residents and community groups to increase CaLD residents' participation in community life	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - A skills boosting and networking workshop was held with community groups and sporting clubs on how to make the groups and clubs more welcoming and to encourage increased diversity in membership.</p> <p>Funding opportunities to expand the program are being prepared.</p> <p>A joint action group has been established with Connecting Communities for Kids to develop strategies to celebrate cultural diversity in the community. The action group participated in the recently staged Children's Festival.</p> <p>A partnership exists with Fremantle Multicultural Centre for weekly conversational English classes and Inspire Me training programme for women from a CaLD background.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.14 Ensure multilingual support (partial or complete) on City websites	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - This action is now complete. The City's website now has the Google Translate feature added, and links to it are noted at the bottom of each web page. There is space for 4 community languages other than English - Tagalog, Punjabi, Mandarin and Hindi are the top languages spoken at home other than English, according to the 2016 ABS Census.
1.1.16 Increase CaLD content in City marketing and promotional materials	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Work on this is ongoing. Content is dependent on target audience.
1.1.17 Work with other organisations to ensure essential community information available in priority community languages	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Support for other organisations is provided as appropriate.
1.1.19 Introduce a standardised multilingual message, including a contact number for an interpreting service, on all City letterhead and communications	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Information on the Telephone Interpreter Service is being disseminated throughout the organisation. Associated marketing material is being developed.
1.1.20 Leverage all available opportunities to promote the benefits of cultural diversity and the success of Kwinana as a harmonious multicultural community	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - This action is ongoing. Harmony Week recently occurred in March and a number of Harmony Week events were hosted throughout the City, including the City's Children's Festival, which showcased dance and music from a variety of cultures.</p> <p>A recent community arts project undertaken with the schools - Me and My Lunchbox - promoted and showcased the richness of the cultural diversity in our community through different food.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.21 Undertake and support anti-racism initiatives	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - The City has resolved to develop a Reconciliation Action Plan and form a Kwinana Reconciliation Advisory Group to progress the work. A community barbeque was held on 10 March to launch the initiative.
1.1.22 Advocate to the State and Commonwealth governments for the promotion of Kwinana's growth potential through its CaLD-related strengths	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Ongoing promotion activities occur when the opportunity presents.

Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.23 Partner with community organisations to respond to racism and safety concerns	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - City Officers regularly attend Kwinana/Rockingham Domestic Violence Network meetings and partner in joint awareness raising campaigns.</p> <p>Community Liaison Officers have been employed and the City Centre Welcoming Diversity Strategy has been implemented, including commencement of City Centre patrols. Discussions are continuing with the Aboriginal community on how best to support the Welcoming Diversity strategy initiatives and the patrols.</p> <p>The Kwinana Library has registered to become an eSmart Library, partnering with The Alannah & Madeline Foundation and the Telstra Foundation by utilising their eSmart Libraries Framework, to take a multifaceted approach to improving online safety within the community.</p> <p>A Community Safety Plan has been developed for the City and adopted by Council - the Plan includes strategies in 4 main areas:</p> <ul style="list-style-type: none"> - Development of Partnerships; - Safe Physical Environments; - Community Education and Awareness; and - Community Engagement and Connection.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.24 Develop a Reconciliation Action Plan	4.3 Community Development	01/07/2017	30/06/2019	75	<p>10/04/2018 - Work on the first maturity level of the Reflect Reconciliation Action Plan is progressing. Feedback on the draft plan has been received from Reconciliation Australia and workshops are planned with elected members and community members to progress through to adoption by 30 June, 2018.</p> <p>A community barbecue was held to launch the Reconciliation Action Plan initiative and to call for nominations from the community to form a Kwinana Reconciliation Advisory Group.</p> <p>Reconciliation Week activities are being planned for May 2018, and a draft Cultural Protocols Policy has been developed.</p>
1.1.25 Review the operation of the Zone Drop in facility	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - The review of the Zone Youth Space is planned to be completed prior to the end of the 2017/18 financial year.
1.1.26 Ensure young people have access to good quality local education and employment opportunities and are 'ready' to enter employment and/or pursue economic success	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The City is working in collaboration with local Department of Education participation coordinators, Aboriginal community representatives, Nyoongar Wellbeing and Sports, Red Cross and Centacare, to design an alternative education program targeting Aboriginal youth disengaged from education. The program is being designed around the needs of the young person in consultation with family members.
1.1.27 Adopt the ten key principles of the Youth Friendly Communities Framework to guide City service provision in meeting the needs of young people	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - Implementation is programmed through to the end of June 2018.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.1.28 Run life skills workshops (financial counselling, health, etc.) at various community centres targeting young people, young parents, homeless people, etc.	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - Workshop opportunities are being investigated. In the interim, drumming skills workshops are being delivered through the Bertram Community Centre.
1.1.29 Deliver youth and community outreach programs throughout the community to support vulnerable people at risk.	4.6 Youth Services	01/07/2017	30/06/2018	25	<p>04/04/2018 - The City delivered youth outreach sessions twice weekly at the Edge Skate Park during School Holidays and beginning of Term 1 2018.</p> <p>Delivered monthly late night youth outreach on Thursday evenings targeting known youth hot spots.</p> <p>Delivered once weekly outreach targeting hot spots in the Central Business District (CBD) where people experiencing homelessness are present.</p> <p>Delivered Youth Outreach Live Outdoors (YOLO) sessions fortnightly at key youth hot spots directly after school during Term 1 2018.</p> <p>The Community Liaison Service conducts daily patrols across key City owned and managed facilities including the Edge Skate Park, Adventure Park, Retirement Villages, Darius Wells Library and Resource Centre and Recquatic.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.2 Inspire and strengthen community spirit through community activities and events					
1.2.01 Host an Australia Day Celebration event	4.3 Community Development	01/07/2017	30/06/2018	100	03/04/2018 - The Australia Day Event occurred on 26 January 2018 at Calista Oval. Approximately 500 - 600 people attended the event and enjoyed a cooked breakfast, entertainment and activities. The Australia Day Citizenship Ceremony and City Awards presentation also occurred. Feedback from the event was extremely positive.
1.2.02 Host a Youth Festival	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - The Youth Festival was held as part of the opening of The Edge Skate Park in November 2017. The event was very well received by families with children of all ages, and older young people. Consultation with youth is now planned to determine the type of event young people would like to participate in, going forward.
1.2.03 Host a Children's Festival event	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - The Children's Festival occurred on 17 March, 2018 targeting families with children aged 0 - 12 years. The event was held on Calista Oval and was arranged around 5 Zones: - 0-5 year olds; - Arts and Culture; - Science; - Environment; and - Pamper Zone. Approximately 4,000 - 5,000 people attended the event over the course of the 4 hours, and feedback from attendees was extremely positive.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.2.04 Host a Big Concert event	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - The Act Belong Commit Rock Symphony was held on 2 December, 2017. Approximately 5,000 residents and visitors rocked to the sound of the Perth Symphony Orchestra's Rock Symphony. Feedback from attendees was extremely positive.
1.2.05 Host the Christmas Lolly Run	4.3 Community Development	01/07/2017	30/06/2018	100	03/04/2018 - The Christmas Lolly Run occurred on 25 December 2017. 20 vehicles participated and delivered 13,000 lolly bags to the community.
1.2.06 Provide a Community Event Funding Program for local community groups to host local events in their communities	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - The Local Events Fund was advertised in August 2017, with 13 groups funded to host a variety of local events. A further 2 groups have since been funded for additional activities.
1.2.07 Facilitate multicultural festivals with food, a market, music, fashion, and crafts	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Ongoing as groups emerge, for example, Punjabi Association was supported to host annual cultural celebration on Calista Oval in October 2017. Harmony Week events have since been held throughout the City in March.
1.2.08 Provide culturally-appropriate food options at City events and functions	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing and is included in programming considerations for each event.
1.2.09 Assist CaLD community groups to present cultural celebrations, including Chinese New Year and Diwali	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing, for example, Punjabi Festival held October 2017.
1.2.10 Ensure local multicultural groups are involved in all local events	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Multicultural content is automatically included in the programming for all events and relevant activities e.g. The Children's Festival, March 2018.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.2.11 Support Harmony Week events	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - Community groups have been encouraged to stage Harmony Week events through the provision of small grants. A number of activities took place throughout the City during the week. Additionally, the Children's Festival was planned for March 2018 during Harmony Week. Programming included a number of different cultural activities from diverse cultural communities.
1.2.12 Facilitate Aboriginal cultural celebrations that people of other cultures can be involved in	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Low key activities are planned for Reconciliation Week May 2018.
1.2.13 Present cultural programs and workshops that invite residents of all cultural backgrounds to come together	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing - cultural content and participation by cultural groups is considered when planning all events, programmes and activities.
1.2.14 Present more art exhibitions by local CaLD artists	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - The exhibition program for 2017 involved 3 artists from CaLD backgrounds showcasing their artistic practice. The "Me and My Lunchbox" portrait project, with a local artist from Iran, highlighted the cultural richness of the community through food.
1.2.15 Promote multiculturalism through multimedia displays at City facilities such as the Administration Building's and Darius Wells' reception areas	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Days of cultural significance are posted on the City's facebook site and on the screens at the Administration building and the Community Centres.
1.2.16 Incorporate CaLD themes into all City events	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - CaLD themes are considered as part of the programming for each of the City's events e.g. The Children's Festival, March 2018.

Action	Business Unit	Start Date	Finish Date	Status	Comments
1.2.17 Deliver an annual program of civic events including Citizenship Ceremonies, community stakeholder functions, official openings and business events	2.8 City Strategy	01/07/2017	30/06/2018	100	<p>10/04/2018 - A joint event took place with City Strategy and City Engagement on Australia Day incorporating a citizenship and the City of Kwinana Awards. The event took place on the Calista Oval with the ceremony and awards presentation taking place in The Adventure Park. The event commenced with a welcome to country and had a free Sausage Sizzle served by the Rotary Club. There were various free activities for children to enjoy including an Animal Farm and water slides. The Citizenship Ceremony welcomed 47 new citizens to Kwinana and was followed by a buffet for all new citizens, awards winners and their guests which took place in a marquee on the lawns. The event was attended by the Mayor and Councillors. Reece Whitby MLA was also in attendance to welcome the new citizens and congratulate the award winners.</p> <p>A new teachers morning took place on Tuesday 27 February. This was attended by 10 teachers from 6 local schools. A welcome speech was given by the Mayor, followed by a presentation on the City by the Director of City Engagement. Staff members from The Zone, the Recquatic and the Library gave out literature on the venues. The teachers enjoyed an afternoon tea before being taken on a bus tour of the amenities that the City has to offer. The Mayor, Councillors and Director of City Strategy were in attendance at the event.</p> <p>Citizenship ceremonies took place on the 20 February and 27 March, where a total of 76 people took the pledge to become new</p>

Action	Business Unit	Start Date	Finish Date	Status	Comments
					<p>citizens. The events took place at the Ken Jackman, Darius Wells and the new citizens had guests with them to help to celebrate this special event. The official ceremonies were followed by the serving of a finger buffet and soft drinks where the guests could mingle and meet the Mayor and Councillors. An official photographer took formal shots of the attendees with the Mayor and the Councillors, a copy of these were then sent to each new citizen, bound in a folder and accompanied by a letter from the Mayor welcoming them to the City of Kwinana.</p> <p>In March a stakeholder event took place. This was an evening event for people involved in volunteering in the emergency services in the community. This event took place in the Council lounge and was attended by 70 local volunteers. They were welcomed with a speech by the Mayor which included an information section on what's happening in the City. A guest speaker then did a speech and presentation about the Waroona bushfire and the volunteer services roles in this emergency situation, this was followed by a question and answer session. The room was set with cocktail tables and drinks were served with food stall style food being served in recyclable containers.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.3 Facilitate improved community safety and reduced crime levels					
1.3.01 Develop a Community Safety and Crime Prevention Plan	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - A Community Safety Plan has been developed for the City and adopted by Council, the Plan includes strategies in 4 main areas: - Development of Partnerships; - Safe Physical Environments; - Community Education and Awareness; and - Community Engagement and Connection.
1.3.02 Recruit Community Liaison Officers and commence community engagement patrols in the City Centre public places.	4.3 Community Development	01/07/2017	30/06/2018	100	03/04/2018 - Four Community Liaison Officers were recruited in October 2017 including 2 dedicated positions for people of Aboriginal descent. The team patrol the City Centre daily, seven days per week, connecting with and assisting residents. They are augmented by security guards at the Darius Wells Library and Resource Centre in the evenings.

Action	Business Unit	Start Date	Finish Date	Status	Comments
1.3.03 Develop a partnership with local Aboriginal Elders to encourage cultural sharing and engagement.	4.3 Community Development	01/07/2017	30/06/2018	75	<p>10/04/2018 - Positive partnerships have developed through the creation of various artworks, for example, artworks at the Adventure Park and the Edge Skate Park. Local Elders have been engaged as part of these projects to mentor young people.</p> <p>An engagement program is in place with respect to the development of the Reconciliation Action Plan and nominations have been called for from the community for participation in the Kwinana Reconciliation Advisory Group.</p> <p>The Community Engagement and Community Liaison teams regularly liaise with the Medina Aboriginal Cultural Centre, including with Elders to share information in support of Aboriginal community members in need.</p> <p>The City has partnered with Relationships Australia and the MACC to deliver the National Empowerment Program - a social and emotional wellbeing program targeting young Aboriginal Women.</p> <p>Local Elders have been consistently engaged and supported to undertake Welcome to Country ceremonies.</p>
1.3.04 Implement a range of youth diversion activities in various locations in the City Centre and surrounding areas.	4.6 Youth Services	01/07/2017	30/06/2018	25	<p>10/04/2018 - Delivered weekly youth diversion programs on Friday nights 5:30 - 9:00pm. Examples include Beatball and Nightfields which are sports programs targeting young people 10 - 18 years.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.3.05 Create a policy which influences environments supportive of non-risky alcohol consumption and free of tobacco and other drugs	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This Policy is currently under development.
1.3.06 Providing educational opportunities to enhance community resilience	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing and is delivered in the following ways: - Skills boosting and networking workshop series - Healthy lifestyles community lifestyle program - Various programs through community facilities
1.3.07 In partnership with WA Police and key stakeholders develop an antibullying and anti-violence social media campaign	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This project is programmed for roll out over the 2018/19 financial year.
1.3.08 In liaison with local schools ensure the provision of workshops targeting parents of teenagers	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - The City is currently planning a series of cyber safety workshops targeting parents, which will commence in May 2018.
1.3.09 Continue to provide the Zone Youth Space 'Drop In Service'	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The Zone Youth Space Drop In Service was provided 6 days a week during the period. The Drop In service provides a safe, inclusive and welcoming space for young people aged 12 - 18. Average daily attendance was 22 young people.
1.3.10 Investigate opportunities for grant funding for an Aboriginal youth mentoring program based at the Zone	4.6 Youth Services	01/07/2017	30/06/2018	10	10/04/2018 - Commenced discussions with funding bodies in relation to the development of an Aboriginal youth mentor and leadership program. At this stage key partnerships have been confirmed with Nyoongar Wellbeing and Sports, and Red Cross.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.3.11 Develop and implement an activation plan for the new Kwinana Outdoor Youth Space	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The City delivered BMX, Skating, and Scooter workshops and clinics along with weekly youth outreach sessions, Street Ball competitions using the Basketball court, and security service patrols. One Scooter Clinic attracted 76 participants. During the period, girls only skate boarding clinics have been introduced which have been well attended.
1.3.12 Develop youth activation plans for key community facilities and spaces	4.6 Youth Services	01/07/2017	30/06/2018	10	04/04/2018 - New activation strategies targeting youth in Kwinana Central, Bertram and Wandi suburbs are currently being developed for 2018. The new Community Liaison Service will commence weekly patrols of Wellard and Medina in April 2018.

Action	Business Unit	Start Date	Finish Date	Status	Comments
1.4 A healthy and active community with services for everyone's needs					
1.4.01 Activating parks, ovals, walking trails through place making	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	<p>10/04/2018 - This action has progressed in the following ways:</p> <ul style="list-style-type: none"> - Parks Play continues with events in Calista (Jan) and Honeywood (Feb) - Receive new virtual reality games to Magical Parks including a recycling game - Continue to progress works at Kwinana Netball Courts - Continue planning for Kwinana Loop Trail - Continue planning for Tramway Trail
1.4.02 Supporting Community Events that promote community inclusion and involvement	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The City ran community events including Marketplace health promotion events, Wellard Cycling Criterium, Tour de Wellard cycling event, Childrens Festival.
1.4.03 Support community involvement in activities that encourage a connected and mentally healthy community, such as community gardens and volunteering	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	05/04/2018 - Support is provided to each of the City's residents groups who provide events and programs for their local communities.
1.4.04 Providing or supporting healthy lifestyle opportunities that build understanding of the importance of good physical and mental wellbeing	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing. The City delivered a number of community education programs.
1.4.05 Using the Kwinana Recquatic Centre and Community Centres to deliver activities and programs that support healthy lifestyle behaviour change	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - There is an ongoing program of community education utilising community centres as appropriate.
1.4.06 Review the Children and Families Policy	4.3 Community Development	01/07/2017	30/06/2018	25	03/04/2018 - Work is currently being planned to commence this project in conjunction with service providers in the City.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.4.08 Activate the Zone Youth Space through the provision of appropriate activities, programs and services to meet the needs of young people, parents, agencies and the community	4.2 Community Centres	01/07/2017	30/06/2018	25	04/04/2018 - The Zone Youth Space is fully activated with all available upstairs offices tenanted and community hirers operating 6 days a week. The Zone offers term and school holiday programs through out the year.
1.4.09 Activate the Darius Wells Library and Resource Centre through the provision of appropriate activities, programs and services to meet the needs of tenants, agencies, hirers and the community	4.2 Community Centres	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing, with a range of programs and services available to the community.
1.4.10 Activate the John Wellard Community Centre including provision of appropriate activities, programs and services to meet the needs of agencies, hirers and the community	4.2 Community Centres	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing, with a range of programs and services available to the community.
1.4.11 Activate the William Bertram Community Centre including provision of appropriate activities, programs and services to meet the needs of tenants, agencies, hirers and the community	4.2 Community Centres	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing, with a range of programs and services available to the community.
1.4.12 Activate the City Centre through the provision of inclusive activities and events in Chisham Square	4.2 Community Centres	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing, with a range of programs and services available to the community.
1.4.13 Continue to facilitate multi-sector youth diversional programming and support service network group	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The Youth Engagement team is comprised of two full time Youth Workers who provide support, advocacy and referral to young people at risk aged 12 - 18 years. The service was delivered consistently throughout the period. The service leads a Youth At Risk sub-committee of the Community Safety and Crime Prevention network which brings together WA Police and Child Protection and other services to develop strategies to support young people at risk and their families.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
1.4.14 Continue to work in partnership with stakeholders to deliver youth diversional programs i.e. Zone School Holiday Program, Beatball and Night Fields on Friday nights	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - Youth diversion programs and activities delivered during the period include Nightfields (fortnightly based at Orelia Oval), Beatball (fortnightly based at Kwinana Recquatic) and youth outreach sessions delivered weekly at the Edge Skate Park. Youth Outreach Live Outdoors (YOLO) sessions delivered monthly at the Kwinana Market Place. The Zone Youth Space delivered daily after school drop in with activities including Rock and Water, LAN Gaming, Cooking programs and multi sports.
1.4.15 Continue to deliver a range of low-cost, inclusive programs, which build confidence, self-esteem and general wellbeing	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - New youth programs delivered during the period include the Young Boxing Women program aimed at building self confidence and resilience of girls aged 12 - 18, delivered from the Recquatic, and Strong Empowered Girls program, delivered during the period targeting girls 12 - 18, and building skills and abilities in goal setting, team work and leadership.
1.4.16 Continue to work in partnership with service providers, organisations and agencies to submit joint funding initiatives to address gaps in service provision	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is ongoing. The City continues to work with partners to identify funding opportunities.
1.4.17 Continue to maintain and promote the City of Kwinana Youth Services Directory	4.6 Youth Services	01/07/2017	30/06/2018	25	04/04/2018 - The Youth Services directory is available to the community.
1.4.18 In partnership with services deliver community events, which increase awareness of key social issues such as homelessness, domestic violence and drug and alcohol abuse	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The City partnered with Hope Community Services and Mission Australia to deliver a youth Street Ball competition series at the Edge Skate Park during January school holidays 2018. The program attracted just over 40 participants to each session. Other initiatives are currently being planned.

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1.4.19 Ensure parents in the City of Kwinana have access to appropriate parenting skills workshops	4.6 Youth Services	01/07/2017	30/06/2018	25	04/04/2018 - Parenting skills workshops were delivered by locally based community service organisations and include 123 Magic, Protective Behaviours, Sleep Solutions, Circle of Security and Managing Teenage Behaviours.
1.4.20 Continue to provide detached youth and community outreach sessions targeting homeless people and other marginalised and disadvantaged people	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - Detached youth service outreach delivered on a monthly basis targeting known youth hangout spots during the period. The Community Engagement team provided outreach at the Children's Festival in March 2018. The Community Engagement team engaged with four homeless people during the period.
1.4.21 Continue to support the Kwinana Rockingham Homelessness Interagency Group	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - The Homelessness Interagency group is comprised of a range of Kwinana and Rockingham based community support service organisations who work with people at risk of homelessness or who are already homeless. The City's Community Engagement team members attend the quarterly meetings to share information and learn about new programs and initiatives in this space.
1.4.22 Continue to support the South Metropolitan Mental Health Sub-committee	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - The City continues to work with other organisations to deliver community events.
1.4.23 In partnership with nongovernment organisations ensure provision of community events	4.6 Youth Services	01/07/2017	30/06/2018	0	04/04/2018 - No significant campaigns were targeted during the period for community events.
1.4.24 Increase CaLD content in all community, cultural, health and recreational facilities and services	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing, CaLD content is considered as part of all programming decisions.

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1.4.25 Increase CaLD content at the Kwinana Public Library and Youth Zone Space (e.g. multilingual Storytime sessions and CaLD-related youth activities)	4.3 Community Development	01/07/2017	30/06/2018	75	<p>03/04/2018 - A multicultural project conducted through the Library, the "My Home, My Place" book, was launched and distributed.</p> <p>The library purchased a range of both adult and junior multi-language resources from The Language Centre, with a focus on Punjabi and Chinese language resources.</p> <p>The possibility of implementing a Learning English through Storytime (LETS) program is currently being investigated for implementation in the near future.</p>

Action	Business Unit	Start Date	Finish Date	Status	Comments
1.5 Actively work with the community to build local capacity					
1.5.01 Complete actions to improve local sporting club organisational development	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	<p>10/04/2018 - Progress towards this action occurred in the following ways:</p> <ul style="list-style-type: none"> - Club Development Officer supported Clubs to host their AGMs - Club Development Officer assisted Clubs to comply with requirements under the WA Associations Act - Club Development Officer assisted Clubs with improvements to their Constitutions as a result of updating WA Incorporation Act
1.5.02 Complete actions to improve local sporting club participation	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	<p>10/04/2018 - Progress towards this action occurred in the following ways:</p> <ul style="list-style-type: none"> - Club Development Officer established Expo Day at the Marketplace to assist Clubs in promotion and provide opportunity to gain members - Assisted in bookings for sign on days for Clubs leading in to the winter season - Assisted Football Club with additional bookings to cater for growing women's football demand - Continue to assist Clubs with KidSport program administration
1.5.03 Complete actions to improve local sporting club membership	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	<p>10/04/2018 - The Club Development Officer hosted a Clubs Expo in conjunction with the Marketplace where all Clubs were invited to participate.</p>
1.5.04 Complete actions to improve local sporting club people development	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	<p>10/04/2018 - The City provides opportunities for Clubs to attend City Skills Boosting seminars as well as invitations to the Sport and Recreation WA Peel Sports Forum.</p>

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1.5.05 Complete actions to improve local sporting club infrastructure	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The City continues planning and delivery of improvements to: - Kwinana Netball Courts - lighting, courts, goals, seating, water, court cleaning apparatus - Kwinana Model Railway Club - fencing, security - Bertram Oval Pavilion
1.5.06 Complete actions to improve local sporting club talent development	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The City continues to administer the KidSport program and provide financial assistance to elite athletes through the Travel Donation program.
1.5.07 Deliver the Community Development Fund in two funding rounds per annum	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - The first allocation of the Kwinana Community Funding program was made in December 2017. 13 organisations received funding totaling \$30k. The second funding round is currently open for applications. The program is a collaboration between the City, Bendigo Bank and the Kwinana Community Chest.
1.5.08 Deliver the Place Based Events Fund	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - The Local Events Fund was distributed in October 2017. 9 local groups were funded to deliver local events. 2 other groups have since been funded.

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1.5.09 Form partnerships with local community groups to promote healthy environments i.e.. healthy canteens, safe alcohol provision, no smoking venues	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Progress towards this action has occurred in the following ways: - All venues continue to be no smoking - Clubs are monitored for the alcohol licensing. Junior Clubs are not permitted to have alcohol licences - Community Development Officer (Recreation) and Club Development Officer have been working together to encourage Healthy Eating Canteens at Kwinana Clubs
1.5.10 Support and encourage food businesses to provide healthy options	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Work with the City events planners to include healthy food van options when planning and delivering events.
1.5.11 Continue to provide and facilitate the Kwinana Youth Advisory Council (YAC), Junior Council and Youth Reference Groups	4.6 Youth Services	01/07/2017	30/06/2018	25	04/04/2018 - The Youth Advisory Council had a break over the school holiday period and recommenced meeting fortnightly in Term 1 2018. The Youth Advisory Council are hosting the annual YACtivate youth conference at the Zone Youth Space in August 2018 and have formed a planning committee with various other YACs across Perth Metro to plan this event.
1.5.12 Provide a 'Youth Project Grants' program with the view to increase the number of youth led community-based projects.	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - The program has been developed.

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1.5.13 Review and enhance the structure of existing youth and community support service committees and networks	4.6 Youth Services	01/07/2017	30/06/2018	25	10/04/2018 - In conjunction with the Kwinana Early Years Network and the Children Community for Kids, the City has formed the Kwinana Action Group which aims to progress with priority community issues based on needs identified through extensive consultation with key stakeholder groups. Key agenda items include school attendance, domestic violence and the Paint Kwinana ReAd initiative.
1.5.14 Host a series of professional development workshops in Kwinana targeting youth workers	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is currently being planned.
1.5.15 Market and promote the Zone Youth Space to the local secondary schools as both a hub of youth services and hireable space for school events and functions	4.6 Youth Services	01/07/2017	30/06/2018	10	04/04/2018 - A new Zone Youth Space brochure highlighting the services, special features and benefits was produced and distributed to local schools in Kwinana.
1.5.16 Administer a Youth Wellbeing Scorecard with industry benchmarking biannually (modelled after the City's existing Community Wellbeing Scorecard	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is currently being planned.
1.5.17 Hold capacity-building sessions for the sector	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is currently being planned.
1.5.18 Promote youth data available via the web, and ensure all stakeholders are aware of it	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - The City's Youth Strategy 2017-2020 is available online and provides relevant statistics on youth demographics and needs.
1.5.20 Review all operations to remove barriers to accessibility for CaLD communities	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing. Feedback being actively sought through the Multicultural Advisory Group.
1.5.21 Assist unincorporated CaLD groups to access funding	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.

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1.5.22 Develop a Multicultural Officer position at the City to be the support person for referrals, information and possible advocacy	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Consideration will be given to such a position as part of the Review of the City Engagement Directorate.
1.5.23 Ensure information about grant and tender opportunities is communicated to CaLD communities in an accessible manner	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing. The City's website includes a translate function.
1.5.24 Provide CaLD communities with training and support in grant and tender writing	4.3 Community Development	01/07/2017	30/06/2018	100	10/04/2018 - A How to Write Successful Grants Workshop was held in February 2018. The Workshop was open to and included CaLD groups.
1.5.25 Collate and monitor data on the proportion of grants and tenders that support CaLD communities	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing. Of the 9 local events grants distributed, 1 supported a CaLD group. None of the grants supported local CaLD groups from the recent distribution of the Kwinana Community Funding program (13 grants distributed).
1.5.26 Ensure job advertisements encourage applicants from CaLD backgrounds	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
1.6 Increase the prevalence of volunteering in Kwinana					
1.6.02 Develop a campaign in partnership with the Kwinana Volunteer Service targeting local high schools promoting the benefits and opportunities for volunteering	4.6 Youth Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is currently being investigated.
1.6.03 Provide a range of dedicated youth volunteer positions within the City of Kwinana	4.6 Youth Services	01/07/2017	30/06/2018	0	04/04/2018 - A total of four new Youth Advisory Council members were recruited during the period.

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1.7 Develop and celebrate arts in Kwinana					
1.7.01 Develop a Local Planning Policy for public art contributions to be mandatory	3.1 Planning and Development	01/07/2017	30/06/2018	90	10/04/2018 - The Policy has been advertised and adopted by Council.
1.7.02 Review Public Art Masterplan	4.3 Community Development	01/07/2017	30/06/2018	25	10/04/2018 - Further review will occur after an update of relevant art policies.
1.7.03 Review the City's Percent for Art Policy	4.3 Community Development	01/07/2017	30/06/2018	50	03/04/2018 - Work is progressing on reviewing all policies in relation to public art. Policy on Developer Contributions toward Public Art was adopted by Council.
1.7.04 Present and support arts initiatives relating to Kwinana's diversity	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - In the 2017 art program 10 exhibitions were showcased with artworks by local artists and with themes associated with Kwinana, the people and the landscape. Over the last quarter 2 projects were undertaken - "Me and My Lunchbox" which showcased Kwinana's rich cultural diversity through food, and the STEAM project with 4 local schools in the lead up to the Children's Festival - where the childrens' work was displayed.
1.8 Respect and promote Kwinana's unique heritage					
1.8.02 Develop a vision for the City's Heritage Assets	4.3 Community Development	01/07/2017	30/06/2019	75	03/04/2018 - Visioning workshops have been held to develop the vision and management plans for Sloan's and Smirk's Cottages. The plans were received by the City at the end of March 2018 and are being reviewed. Conservation plans for the 2 facilities were also received at the end of March 2018.

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1.9 Improve levels of disability access and inclusion throughout the community					
1.9.01 Develop links between the DAIP and other Council plans and strategies	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Disability Access and Inclusion Plan (DAIP) has been included in procurement processes and infrastructure design processes. An information briefing on the DAIP was held with City Staff.
1.9.02 Continue to provide a priority bin service for eligible people with a disability	3.3 Environmental Health	01/07/2017	30/06/2018	100	27/03/2018 - The City is currently providing this service to 9 residents.
1.9.03 Design City of Kwinana events using the Disability Services Commission 'Creating Accessible Events checklist', and provide a link to the checklist on the City's webpage and Live webpage	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - The checklist is incorporated into the City's events planning tool kits and processes.
1.9.04 Ensure all relevant City of Kwinana events, programs and services are accessible and inclusive of people with disability	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The City of Kwinana has a disability access checklist available for all event organisers to follow.

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1.9.05 Continue to ensure the City's library provides products, resources and services for people with disability	4.4 Library	01/07/2017	30/06/2018	75	<p>30/03/2018 - A member of the public with vision impairments commented on how they appreciated that the library provides an electronic magnifier, but that they would prefer more privacy when accessing it. Library staff were able to move furniture around to accommodate this.</p> <p>Another member of the public provided feedback that attendees with hearing impairments were having difficulties hearing presenters at events, and recommended a hands-free microphone. The library purchased a hands-free microphone last quarter and will encourage all future presenters hired by the library to use it. Library staff will continue to investigate optimal ways to use the sound system in the Darius Wells Library and Resource Centre to minimise difficulties experienced by hearing-impaired attendees.</p>
1.9.06 Ensure that tender and contracts documentation includes the City's Disability Access and Inclusion Plan	5.3 Contracts	01/07/2017	30/06/2018	10	<p>03/04/2018 - The City's 2012 to 2017 Disability Access plan has expired. The Contracts Team is currently assisting the City's Healthy Lifestyles Team with the creation of the 2018 to 2023 Access Plan. Once the 2018 to 2023 Access Plan is completed, the plan itself and any relevant processes required to implement the plan will be incorporated into the city's procurement and contract documentation.</p> <p>In the meantime, the City is still keeping the 2012 - 2017 Plan in all relevant procurement documentation.</p>

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1.9.07 Ensure that contractor requirements are met as per the legislation and that contractors report on their delivery of DAIP objectives and strategies during the course of the contract	5.3 Contracts	01/07/2017	30/06/2018	10	03/04/2018 - The Contracts Team are ensuring that Contractors are aware of their obligations in regards to 2012 - 2017 DAIP. Once the requirements of the 2018 - 2023 Access Plan are finalised the Contracts Team will be in a better placed to outline how it will ensure compliance with the Access Plan.
1.9.08 Ensure that City of Kwinana staff are aware of the requirements of relevant legislation	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - City staff have been provided a brief and an education program is being planned.
1.9.10 Ensure all programs run are accessible and inclusive	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - All events have an accessible checklist to comply with. Event organisers are encouraged to consider access and inclusion principles when planning events and programs.
1.9.11 Implement a program of upgrading and rebuilding to ensure all public toilets have a universally accessible toilet	3.2 Building Services	01/07/2017	30/06/2018	0	07/02/2018 - This action is ongoing.
1.9.12 Ensure that all City owned buildings meet Access Standards	3.2 Building Services	01/07/2017	30/06/2018	0	07/02/2018 - This action is ongoing.
1.9.13 Ensure that ACROD parking meets both the required standards and the needs of people with disability	1.1 Engineering	01/07/2017	30/06/2018	100	10/04/2018 - ACROD parking requirements have been taken into account in all capital project design and construction.

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1.9.14 Ensure all parks and recreational areas are inclusive and accessible	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Progress towards this action has occurred in the following ways: - All parks receive regular maintenance checks by Depot staff that includes access issues - Landscape Architects design and install accessible items to all new parks and playgrounds - When upgrades are made, new playground items include accessible equipment
1.9.15 Ensure bushland walks and trails are inclusive and accessible	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Bushland Walks and Trails are inspected and maintained on a regular basis.
1.9.16 Ensure developments create accessible public spaces and install accessible equipment including playgrounds in new developments	3.1 Planning and Development	01/07/2017	30/06/2018	100	29/03/2018 - Inclusive public access to all new developments including Public Open Space and playgrounds is provided as part of the design and construction of the developments.
1.9.17 Ensure that footpaths are accessible, maintained, and kept free of debris and sand	1.3 Works Depot	01/07/2017	30/06/2018	100	10/04/2018 - The City's footpath network is maintained through planned and reactive maintenance to ensure accessibility for the general public.
1.9.18 Ensure buildings, car parks and public spaces are clearly signed	3.2 Building Services	01/07/2017	30/06/2018	100	07/02/2018 - This action is ongoing.
1.9.19 Ensure all Building and Planning applications meet Disability Standards and legislative requirements	3.2 Building Services	01/07/2017	30/06/2018	100	07/02/2018 - This action is ongoing.
1.9.20 Continue to update You're Welcome information and provide this information via the City's website	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - You're Welcome information is updated as new items are included.
1.9.21 Provide a beach wheel chair and matting for use by the community at Kwinana Beach	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Beach wheelchair continues to be made available at Wells Park.

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1.9.22 Promote the achievement of DAIP outcomes to the community	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Disability Access and Inclusion Plan (DAIP) outcomes are regularly reported to the community via the bimonthly Access and Inclusion Working Group. DAIP outcomes are also reported to Disability Services through a regular state wide reporting mechanism.
1.9.23 Ensure all of the City of Kwinana information is available on request in alternative formats and promote this to the community	2.6 Customer Services	01/07/2017	30/06/2018	0	10/04/2018 - A translating function has been included on the City's website. Other initiatives are also being planned.
1.9.24 Ensure the City of Kwinana website and associated websites and social media pages meet the access and universal design principles listed on the Disability Services Commission website	2.2 Marketing and Communications	01/07/2017	30/06/2018	10	10/04/2018 - A business case has been written for the development of a new website with functionality and considerations for improved accessibility that would comply with the WACG 2.0 AA minimum standard for website accessibility.
1.9.25 Ensure the City's grievance and complaints policies are clear, equitable and available in accessible and alternative formats	2.6 Customer Services	01/07/2017	30/06/2018	0	10/04/2018 - This will follow the roll out of the City's updated Customer Service Charter.
1.9.26 Ensure customer service staff are adequately trained so they can facilitate complaints from people with a disability	2.6 Customer Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is programmed to commence over the coming months.
1.9.27 Continue to facilitate the Disability Access and Inclusion Working Group ensuring representation from the community and agencies	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Meetings continue to be hosted by the City through the Access and Inclusion Working Group that includes involvement of City Councillors, City of Kwinana relevant staff, community members and disability service organisation providers
1.9.28 Ensure all community consultations is accessible and inclusive for everyone	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - This action is ongoing.

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1.9.29 Consult with disability organisations and networks as required	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Progress towards this action has occurred in the following ways: - Consultation is regularly within and outside of the Access and Inclusion Working Group - Regular contact is maintained with the Department of Communities Kwinana - Contact is maintained with the Department of Communities head office
1.9.30 Ensure meetings and forums held as part of community consultations comply with Accessible Events guidelines	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The City has a disability events checklist for compliance of all officers hosting meetings and events.
1.9.31 Ensure consultation documents are available in accessible formats	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - The requirement for information in alternate formats is considered as part of the development of the communication plan for engagement processes.
1.9.32 Ensure all aspects of Council Meetings are accessible and inclusive	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - Council Meetings were advertised and open to the public.
1.9.32 Ensure all aspects of Council Meetings are accessible and inclusive	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - The City aims to have all aspects of Council Meetings accessible and inclusive. Recent discussions have been held regarding the updating of the visual aspects in the Council Chambers.
1.9.33 Refer any access issues identified through consultations, which are not the responsibility of the City, to relevant parties	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Issues not of relevance or authority of the Kwinana Access and Inclusion Working Group are referred to relevant authorities.

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2.1 Residents have access to ample job opportunities locally					
2.1.01 Implement the Local Employment Solutions Council Policy	2.4 Economic Development	01/07/2017	30/06/2018	50	10/04/2018 - OSH documentation is being compiled with a view to assisting local businesses with applying for work with the City.
2.1.02 Work with the State and Commonwealth governments, and non-government agencies, in progressing the Kwinana Outer Harbour Project to improve job prospects to the community	6.1 Executive	01/07/2017	30/06/2018	50	10/04/2018 - The City of Kwinana has been appointed to the Stakeholder Reference Group for the Westport Taskforce and has nominated to be part of all work streams.
2.1.03 Work with the State and Commonwealth governments, and non-government agencies, in job creation initiatives targeting culturally and linguistically diverse residents	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.1.04 Consider the community's diversity when reviewing vacancies; and where appropriate, include CaLD-related competencies in selection criteria (including relevant language skills)	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Recruitment processes are programmed for review to ensure they support culturally diverse applicants.
2.1.05 Engage CaLD people with English language proficiency to assist those who don't with employment and housing, etc.	4.3 Community Development	01/07/2017	30/06/2018	0	03/04/2018 - This action will be considered as part of the service review process of the City Engagement Directorate.
2.1.06 Investigate the possibility of developing a work placement program for CaLD residents	4.3 Community Development	01/07/2017	30/06/2018	25	03/04/2018 - No specific action taken on this initiative for this quarter.
2.1.07 Encourage service providers to take part in the healthier workplaces program	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.1.08 Support a local network of service providers to encourage collaboration and partnerships and sharing of information regarding opportunities	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.1.09 Supporting a coordinated effort by Volunteering Coordinator and Club Development Officer to promote local opportunities	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Club Development Officer works in collaboration with the Volunteer Resource Centre to support recruitment and training of sporting club volunteers.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
2.1.10 Continue to offer staff a variety of health and wellbeing opportunities	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - A program of health and wellbeing opportunities has been scheduled for 2017/18. In addition, the City is exploring other new options for the first half of 2018.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
2.2 The community has a choice of quality public and private facilities to meet their education and training needs throughout their life time					
2.2.01 Create a Lifelong Learning Strategy	4.3 Community Development	01/07/2017	30/06/2018	25	10/04/2018 - Programs offered through the library and community centres program form the basis of the City's life long learning strategy. A formal documented strategy may be created in the future.
2.2.02 Facilitate the holding of workshops on skills for success in the Australian job market	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Ongoing liaison occurs with agencies whose role it is to support labour market programs, for example, Bridging the Gap, Challenger TAFE and South Metro Youth Link.
2.2.03 Advocate for expansion of affordable English classes for newcomers and those previously without access	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - A partnership exists, and ongoing liaison occurs, with the Fremantle Multicultural Centre in relation to english classes for newly arrived migrants.
2.2.04 Facilitate foreign language classes	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Ongoing liaison occurs with the Fremantle Multicultural Centre.
2.2.05 Participate in networks that facilitate coordinated approaches to education, employment and training for culturally and linguistically diverse residents	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Officers regularly attend the South West CaLD Network.
2.2.06 Advocate and work with all levels of government and the business community to strengthen Kwinana's position as a diverse and inclusive community	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Various initiatives and community events support the City's diverse population.
2.2.07 Promote the importance of cross-cultural awareness training in the community	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.2.08 Advocate for a more diverse range of languages to be offered in school as a second language	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
2.2.09 Advocate for cultural workshops in schools	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.2.10 Support the development of student exchange opportunities through schools and community organisations (e.g. Rotary)	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - Opportunities are supported, as and when they present.
2.2.11 Ensure Private Sector Education providers are aware of opportunities that population growth in the region bring by creating a prospectus annually	2.4 Economic Development	01/07/2017	30/06/2018	25	10/04/2018 - The City of Kwinana Investment Prospectus has been completed.

Action	Business Unit	Start Date	Finish Date	Status	Comments
2.3 The City Centre is home to a thriving range of specialty shops, restaurant and family entertainment venues and an active night-life while neighbourhood centres are revitalised					
2.3.01 Implement design guidance actions to ensure that the City Centre exhibits an Urban Structure that will create a context for people to engage with place	3.1 Planning and Development	01/07/2017	30/06/2018	100	10/04/2018 - Undertaken and implemented as part of subdivision and development assessment processes.
2.3.02 Implement design guidance actions to ensure that the City Centre exhibits a Built Form that will create a context for people to engage with place	3.1 Planning and Development	01/07/2017	30/06/2018	100	10/04/2018 - Undertaken and implemented as part of subdivision and development assessment processes.
2.3.03 Implement design guidance actions to ensure that the City Centre exhibits an Interface with the Public Realm that will create a context for people to engage with each other	3.1 Planning and Development	01/07/2017	30/06/2018	75	10/04/2018 - There are a number of policies and strategies associated with the Kwinana Town Centre. The Review of the Master Plan for the Kwinana Town Centre is an important work to be recommenced after a period of delay. The City's draft Signage policy is addressing signage requirements in the City Centre. Structure planning for the Cassia Glades area will address interface issues to the south. This is all ongoing work.
2.3.04 Improve Local Commercial and Activity Centres by providing a small business grant program annually	2.4 Economic Development	01/07/2017	30/06/2018	70	10/04/2018 - Grants for this year's round almost completed. A review of the policy is being presented to Council in April 2018.
2.3.05 Complete the Medina Town Centre Revitalisation Project	2.4 Economic Development	01/07/2017	30/06/2018	20	10/04/2018 - Letters have been sent to owners of the Sheds to establish interest in redevelopment. Meeting with the Revitalisation Group is to be held in early April to establish a path forward.

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2.3.06 Complete a report to revitalise the Orelia Local Commercial Centre	2.4 Economic Development	01/07/2017	30/06/2018	0	10/04/2018 - The City's Place Plan (the Plan which includes Orelia) will incorporate an economic development improvement action plan for the Orelia Local Commercial Activity Centre. Other assistance available to the businesses operating in the Orelia Local Commercial Activity Centre includes Council's Local Commercial Activity Centre Improvement Grant Funding Program.
2.3.07 Complete a report to revitalise the Calista Local Commercial Centre	2.4 Economic Development	01/07/2017	30/06/2018	0	10/04/2018 - The City's Place Plan (the Plan which includes Calista) will incorporate an economic development improvement action plan for the Calista Local Commercial Activity Centre. Other assistance available to the businesses operating in the Calista Local Commercial Activity Centre includes Council's Local Commercial Activity Centre Improvement Grant Funding Program.
2.4 The Western Trade Coast Precinct is developed with maximum leverage being gained from investments in new infrastructure					
2.4.01 Complete the Postans Precinct Study	3.1 Planning and Development	01/07/2017	30/06/2018	0	07/02/2018 - This action will commence in the 2018/19 financial year.
2.4.02 Create an Industrial Development Policy	3.1 Planning and Development	01/07/2017	30/06/2018	30	07/02/2018 - The draft Planning Policy is underway for internal review.
2.4.03 Create an Integrated Transport Strategy	3.1 Planning and Development	01/07/2017	30/06/2018	0	07/02/2018 - This action is on hold awaiting confirmation of the Westport Terms of Reference.
2.4.04 Continue to lobby for the Kwinana Outer Harbour Project	6.1 Executive	01/07/2017	30/06/2018	50	10/04/2018 - The Mayor and CEO continue to brief stakeholders on the Kwinana Outer Harbour and present at forums and conferences as requested. The City held the first Westport Forum in November 2017 bringing together all affected local governments.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
2.5 Stimulate economic development and encourage diversification					
2.5.01 Create an Economic Development Action Plan	2.4 Economic Development	01/07/2017	30/06/2018	15	10/04/2018 - This action plan will include all the improvements and actions identified in the Place Plans as well as other aspirations that Council request the City to deliver. Quotations for Economic Modeling software have been received with the project to be awarded in April.
2.5.02 Create a Land Optimisation Strategy	2.4 Economic Development	01/07/2017	30/06/2018	5	10/04/2018 - A review of State Government land holdings is to commence in April. A review of the City's holdings will follow thereafter.
2.5.03 Advocate for the development of a policy that supports and addresses barriers for local and new businesses offering health promoting services, such as personal trainers in public open spaces	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
2.6 Provide a best practice development approval system that attracts and retains business investment in the area					
2.6.01 Review the City's approval system annually to ensure that the City is utilising the integration features available with relevant State Government Planning Platforms	3.1 Planning and Development	01/07/2017	30/06/2018	75	10/04/2018 - Ongoing continuous improvement work is being implemented by the City's Planning Department in response to new planning, environmental, bush fire regulations and legislation primarily at the State Government level.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.1 Improve conservation of biodiversity and protection of native vegetation whilst achieving high levels of environmental protection in new developments					
3.1.01 Integrate the Local Biodiversity Strategy into the Local Planning Strategy, Town Planning Scheme and Local Planning Policies	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - The development of the Local Planning Strategy is underway, and will include the integration of the Local Biodiversity Strategy. Following the Local Planning Strategy completion, it is expected that the process to replace the scheme will commence.
3.1.02 Tender for grass weed control	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Contractors will commence 2018 Winter Grass Spraying once rains have arrived and weeds have germinated in the coming months.
3.1.03 Complete bushland weed and condition mapping	3.4 Environment	01/07/2017	30/06/2018	20	10/04/2018 - Weed Condition Mapping is being finalised.
3.1.04 Tender for Environmental Weed Control	3.4 Environment	01/07/2017	30/06/2018	100	10/04/2018 - The tender has been completed.
3.1.05 Prepare and implement a works program to control significant Environmental weeds in Kwinana Reserves	3.4 Environment	01/07/2017	30/06/2018	50	10/04/2018 - The weed calendar is complete and revision has now commenced.
3.1.06 Investigate and apply for grants for environmental weed control	3.4 Environment	01/07/2017	30/06/2018	50	10/04/2018 - These grants are applied for if/when suitable grants are identified.
3.1.07 Budget for new reserves	3.4 Environment	01/07/2017	30/06/2018	80	10/04/2018 - New reserves Handed to the City in 2018: - Sunrise Estate Wetland and POS - Latitude 32, Armstrong Road Wetland - Wandi, Darling Chase Wetland Total additional Area = 45 Hectares
3.1.08 Post Controlled Burn/Arson Weed Control	3.4 Environment	01/07/2017	30/06/2018	100	04/04/2018 - Weed management is undertaken on a scheduled basis and is updated at fortnightly meetings.

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3.1.09 Routinely inspect fences, gates and pedestrian access points for damage and arrange repairs	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Asset management is included within the Natural Areas Management Plan. A weekly inspection and repair schedule is included in Field Teams work packages. Covert surveillance and cooperation with the WA Police to apprehend and prosecute repeat offenders is underway.
3.1.10 Removal of illegal dumping/litter from reserves	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Illegal dumping from City of Kwinana conservation reserves have been removed as per requests in addition to regular clean ups and litter removals.
3.1.11 Site preparation, weed removal, installation planting, maintenance, weed control	3.4 Environment	01/07/2017	30/06/2018	75	26/03/2018 - Site preparation of 2018 plantings commenced.
3.1.12 Budget for consumables	3.4 Environment	01/07/2017	30/06/2018	80	10/04/2018 - Consumables have been included in the 2018/19 budget.
3.1.13 Post-arson weed management	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - No major arson events in summer 2017/2018 requiring follow up weed management.
3.1.14 Improve bushland in Clementi Reserve	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Improvement in bushland can be observed through bushland condition mapping, once contracted mapping has been completed.
3.1.16 Revegetation of degraded bushland surrounding Wellard Park – Homestead Ridge	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Seedlings ordered for revegetation program. Date confirmed for Community Planting.
3.1.17 Complete fuel load assessments	3.4 Environment	01/07/2017	30/06/2018	0	10/04/2018 - This action has been programmed to occur over the next few months.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.1.18 Complete controlled burns	3.4 Environment	01/07/2017	30/06/2018	100	04/04/2018 - Millar Road Reserve; Henley Reserve; and, Crofter Court Reserve complete.
3.1.19 Complete Fire Mapping	3.4 Environment	01/07/2017	30/06/2018	50	10/04/2018 - New GIS resources will be used to complement previous mapping techniques. In-house GIS training has been organised for Environmental Officers.
3.1.20 Complete firebreak maintenance	3.4 Environment	01/07/2017	30/06/2018	100	10/04/2018 - This action is complete.
3.1.21 Complete controlled patch burns	3.4 Environment	01/07/2017	30/06/2018	100	10/04/2018 - This action is complete.
3.1.22 Complete survey reserves	3.4 Environment	01/07/2017	30/06/2018	80	10/04/2018 - This action is in progress.
3.1.23 Undertake rabbit control measures	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Follow up warren fumigation is occurring in April.
3.1.24 Undertake fox control measures	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - A total of 13 foxes have been removed from City of Kwinana managed Conservation Reserves over the course of the trapping program for 2017/2018.
3.1.25 Undertake phytophthora control measures	3.4 Environment	01/07/2017	30/06/2018	50	04/04/2018 - Retreatment due. This will be scheduled at fortnightly field crew meetings.
3.1.26 Undertake cat control measures	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - The cat control program is in place.
3.1.27 Undertake bee control measures	3.4 Environment	01/07/2017	30/06/2018	75	26/03/2018 - Ongoing monitoring of existing nest boxes conducted to assess if any control required.
3.1.28 Provide information brochures/posters and promotion for natural areas	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Flyers with old logos removed from stock. Digital flyers and new brochures being developed.
3.1.29 Conduct Water Wise Garden & Community Energy Efficiency Workshops	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.1.30 Conduct schools planting events	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Letters have been sent out to school for Winter Schools Planting Program, two schools have been booked in to date.
3.1.31 Conduct community planting events	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Preparation for Community Plantings has commenced, stock secured, site preparation started, and advertising plan has been prepared.
3.1.32 Conduct Guided Activities (e.g.. Bushwalks, Nightstalks, Bird Walks and Wildflower Tours)	3.4 Environment	01/07/2017	30/06/2018	75	26/03/2018 - Cocky Count Workshop conducted in March. Native Arc and Environment Team attended Kwinana Childrens Festival.
3.1.33 Conduct a Clean Up Australia Day event	3.4 Environment	01/07/2017	30/06/2018	100	10/04/2018 - Clean Up Australia Event was held at the Wildflower Reserve on the 5th March 2018, with 20-30 volunteers in attendance and 30 bags of rubbish collected. Pick ups were co-ordinated for other areas including Wellard Park and Medina.
3.1.34 Conduct volunteer training	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - Volunteer training to friends groups is available through South West Group - Safety.
3.1.35 Collect provenance seed	3.4 Environment	01/07/2017	30/06/2018	100	26/03/2018 - Provenance seed was collected over summer by the crew and stored at a community seed bank for future provenance seed orders at Apace in North Fremantle.
3.1.36 Continue to implement the Coastcare Program	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - The Coastcare program in its current form will continue until December 2018.
3.1.37 Develop a Bushfire Risk Management Plan as per WESTPLAN Fire	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	10/04/2018 - WESPLAN FIRE is under review pending state Machinery of Government to do with rural fire service and DFES structure.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.1.38 Develop and implement bushfire management and mitigation programs for Unallocated Crown Land and Unmanaged Reserves	5.2.2 Emergency Services	01/07/2017	30/06/2018	0	10/04/2018 - The City has limited input to State controlled land. Department of Fire and Emergency Services is responsible for the bushfire management on these lands. The City continues to liaise with DFES.
3.1.39 Develop practices for bushfire management on local government lands	5.2.2 Emergency Services	01/07/2017	30/06/2018	50	03/04/2018 - The City has commenced Rural Urban Interface Plans with local City brigades.
3.1.40 Administer the provisions of relevant Statutes, Regulations, Policies and Local Laws	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - This is a business as usual statutory and compliance action that the City completes each quarter.
3.1.41 Support community engagement and awareness programs as identified in the Bushfire Risk Management Plans	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - This is a business as usual activity that the City and volunteer bush fire brigades work to achieve whilst liaising with Department of Fire and Emergency Services in implementing community safety and bushfire preparedness programs.
3.1.42 Provide advice on Bushfire Management Plans in regards to land use planning	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - The City's Emergency Services team regularly provides advice and works with the Planning and Building departments to achieve this action.
3.1.43 Develop and review relevant Emergency Services management documents	5.2.2 Emergency Services	01/07/2017	30/06/2018	50	10/04/2018 - Commenced the review process that provides guidance for the City's Emergency Services. Held two meetings to discuss guidelines and work processes to support volunteer operations.
3.1.44 Develop Emergency Services policies and procedures	5.2.2 Emergency Services	01/07/2017	30/06/2018	50	10/04/2018 - Commenced the review process that provides guidance for the City's Emergency Services. Held two meetings to discuss guidelines and work processes to support volunteer operations.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.1.45 Develop and maintain the City Bushfire Response Plan	5.2.2 Emergency Services	01/07/2017	30/06/2018	50	10/04/2018 - Commenced the review process that provides guidance for the City's Emergency Services. Held two meetings to discuss guidelines and work processes to support volunteer operations.
3.1.46 Develop Brigade Response Plans	5.2.2 Emergency Services	01/07/2017	30/06/2018	50	10/04/2018 - Commenced the review process that provides guidance for the City's Emergency Services. Held two meetings to discuss guidelines and work processes to support volunteer operations.
3.1.47 Provide input to the annual review of Gazetted Fire Districts within the City	5.2.2 Emergency Services	01/07/2017	30/06/2018	0	10/04/2018 - This action is pending the commencement of the review process.
3.1.48 Facilitate Volunteer Bush Fire Brigade training	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.49 Liaise with and support the State Emergency Service	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	10/04/2018 - The City liaised with the Local Emergency Management Committee and State Emergency Services over the last quarter. The City of Rockingham directly manages the SES unit with DFES.
3.1.50 Develop and submit annual Local Government Grants Scheme operations and capital grants	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	10/04/2018 - Liaison with brigades completed, and ESL capital and operational grants completed and submitted on the 29/3/18.
3.1.51 Complete an annual audit of current relocation/welfare centres to ensure readiness for activation	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - This is a part of the Local Emergency Management Committee process and the new Local Emergency Management Committee Plan and has now been accepted by City of Kwinana Council.
3.1.52 Audit Emergency Coordination Centres to ensure readiness for activation	5.2.2 Emergency Services	01/07/2017	30/06/2018	0	10/04/2018 - This action will commence later in the financial year after the current fire season.
3.1.53 Support key Bushfire meetings and Committees	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - The Emergency Services team attends the meeting as required.

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3.1.54 Maintain emergency water supplies owned by the City	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - Emergency water supplies are checked each quarter.
3.1.55 Inspect hydrants outside Gazetted Fire Districts	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - The local volunteer brigades undertake these checks as normal course of business.
3.1.56 Exercise Emergency Services as per Local Emergency Management Arrangements	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	10/04/2018 - Multi agency exercise planned for May 2018.
3.1.57 Attend Local Emergency Management Committee meetings	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - The City's Emergency Services team attends these meeting quarterly.
3.1.58 Coordinate Local Government Incident Management capacity and capability	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.59 Participate in Emergency Services Forums	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - The City's Emergency Services team attends these meetings as required.
3.1.60 Respond to emergency incidents that impact on communities, infrastructure and assets in the City	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.61 Respond to incidents in neighbouring Cities when requested by the Regional Duty Coordinator	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - The City responded to an incident in a neighbouring local government over the last quarter.
3.1.62 Encourage brigades to report suspicious and deliberately lit fires	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.63 Provide appropriate support and counselling to City volunteers and staff following incidents	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.64 Provide support to the City Recovery coordinator or recovery team when established	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.
3.1.65 Coordinate special projects as required by the Department of Fire and Emergency Services or the City	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.

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3.2 Educate and promote improved environmental land management					
3.2.01 Create an Environmental Education Strategy	3.4 Environment	01/07/2017	30/06/2018	50	03/04/2018 - Focus groups to be formed and called to a meeting to discuss a corporate and community strategy.
3.3 Promote the use of renewable energy within the City of Kwinana and reduce energy use where possible					
3.3.01 Retrofit City buildings with updated codes and actively engage in the design process of new Council buildings to ensure energy efficiency is maximised	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing.
3.3.02 Progressively install solar panels on Council buildings	3.4 Environment	01/07/2017	30/06/2018	75	03/04/2018 - 25KW of solar panels were installed at the Business Incubator and Bertram Community Centre on the 27th of February 2018.
3.3.03 Investigate green building options when planning new Council buildings	1.2 Asset Management Services	01/07/2017	30/06/2018	100	21/03/2018 - Council's Green Building Policy requirements are incorporated into the design of all new building infrastructure where practical. The Sustainability Officer is consulted as part of the design process.

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3.4 Encourage and exercise best practice water management					
3.3.04 Investigate working with sporting clubs to reduce their electricity use in the City's sporting facilities	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Clubs are reminded at Club Development meeting opportunities to address Club Management issues. Some clubs benefit from facilities that have automated systems to turn off lights etc. The City is installing systems at the Tennis Club and Netball Club to have computerised and automatic systems for turning lights on and off.
3.4.01 Review the City's Verge Policy to align with the Water Corporation's Water wise Verge Best Practice Guidelines	3.4 Environment	01/07/2017	30/06/2018	75	03/04/2018 - The Street Trees and Verge Treatments Policy has been reviewed but is awaiting review of the relevant local law before it is adopted.
3.4.02 Write and Adopt a Green Building Policy for new and renovated Council Buildings	3.4 Environment	01/07/2017	30/06/2018	100	03/04/2018 - The Green Building Policy was adopted by Council on the 17th of January 2018.
3.4.03 Monitor existing data loggers and real time monitoring systems weekly (at minimum) to quickly identify and address leaks	3.4 Environment	01/07/2017	30/06/2018	75	10/04/2018 - The existing data loggers were monitored weekly throughout the period. Two leaks were identified and fixed, saving approximately 270,000 litres of water.
3.4.04 Continue to redevelop bores and attach to centralised irrigation control	1.3 Works Depot	01/07/2017	30/06/2018	25	10/04/2018 - 3 bores redeveloped and 2 new remote controllers installed.
3.4.05 Carry out mapping of irrigated areas to allow quick station identification	1.3 Works Depot	01/07/2017	30/06/2018	25	10/04/2018 - Wellard Village pumps 1 & 2 mapping has been completed.
3.4.06 Maintain the registry of City of Kwinana bores	1.3 Works Depot	01/07/2017	30/06/2018	100	08/02/2018 - The register is up to date.
3.4.07 Continue to monitor water use and irrigation application rates and improve water use efficiency	1.3 Works Depot	01/07/2017	30/06/2018	25	10/04/2018 - The January/February hydrometer usage has been recorded.

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3.4.08 Maintain monitoring of the groundwater resource to identify any potential adverse impacts of abstraction and respond pro-actively to mitigate impacts	1.3 Works Depot	01/07/2017	30/06/2018	100	08/02/2018 - The 2017 groundwater monitoring program has been completed and a summary report has been submitted to Department of Water and Environmental Regulation.
3.4.09 Monitor nutrient concentrations in groundwater and review nutrient management practices if needed	1.3 Works Depot	01/07/2017	30/06/2018	100	08/02/2018 - The 2017 groundwater monitoring program has been completed and a summary report has been submitted to Department of Water and Environmental Regulation.
3.4.12 Develop an educting program for the cleaning of side entry pits, GPTs and bubble up pits	1.2 Asset Management Services	01/07/2017	30/06/2018	5	08/02/2018 - Initial discussions have been held with the Works Depot to understand existing practices. A program based on associated risk and industry best practice will be developed in liaison with the Works Depot.
3.4.13 Develop the schedule/program for the inspection and maintenance of sumps and compensating basins	1.2 Asset Management Services	01/07/2017	30/06/2018	10	10/04/2018 - An interim program is being drafted to ensure the asset is still managed efficiently.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
3.5 Understand the impacts of climate change and take a risk management approach to addressing these effects in future planning					
3.5.01 Review the Kwinana Local Emergency Management Plan annually	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - This action is complete.
3.5.02 Review with Department of Fire and Emergency Services the Community Emergency Services Coordinator Business Plan	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - This action is complete.
3.5.03 Develop and adopt a Landscape Strategy which addresses the development and maintenance of an "urban forest"	1.1 Engineering	01/07/2017	30/06/2018	80	29/03/2018 - Development of the Landscape Strategy is in progress, due to be completed in September 2018.
3.5.04 Develop a triple bottom line planning policy which includes measures to reduce the carbon emissions of new developments	3.1 Planning and Development	01/07/2017	30/06/2018	80	10/04/2018 - Local Biodiversity Strategy, Housing Strategy and preparation of a new Town Planning Strategy will address this action.
3.5.05 Investigate the use of recycled materials in road base	1.1 Engineering	01/07/2017	30/06/2018	100	08/02/2018 - The use of recycled road base has previously been investigated. Proposed project did not qualify for State Government subsidy. The City will keep this in mind for future projects.
3.5.06 Create a Local Planning Policy to address Sea Level Rise	3.1 Planning and Development	01/07/2017	30/06/2018	25	10/04/2018 - The City's Planning Department, in conjunction with the City's Environmental Department is progressing and considering an early draft of this policy.
3.5.07 Develop a Management Plan to address Sea Level Rise	3.4 Environment	01/07/2017	30/06/2018	80	10/04/2018 - The Cockburn Sound Coastal Alliance study reports will provide much of the detail needed to develop a management plan.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
4.1 Residents are provided with a range of multifunctional community places and accessible recreation facilities					
4.1.01 Conduct a feasibility study for the upgrade of Wells Beach Foreshore	1.2 Asset Management Services	01/07/2017	30/06/2018	30	10/04/2018 - This action is in progress.
4.1.07 Design and construct a Local Sporting Ground with a Community Sports Building in Bertram	1.2 Asset Management Services	01/07/2017	30/06/2018	50	10/04/2018 - The building is currently being manufactured off site and is scheduled for installation commencing from the 4th of May 2018.
4.1.08 Design and construct a Pavillion Extension for Wellard	1.2 Asset Management Services	01/07/2017	30/06/2018	50	21/03/2018 - Tender submissions are currently being evaluated.
4.1.11 Subject to Long Term Financial Plan deliberations of Council, design and construct Stage 1 of the Civic Administration Building Upgrade	1.2 Asset Management Services	01/07/2017	30/06/2019	0	22/03/2018 - No works will commence until the Long Term Financial Plan has been adopted by Council.
4.1.12 Upgrade the Thomas Oval Netball Courts	4.3 Community Development	01/07/2017	30/06/2018	75	<p>03/04/2018 - Stage 1 of this upgrade has been completed. Courts have been resurfaced, 2 new shelters and a water fountain have been installed. New posts, fencing and a disability access gate have been installed.</p> <p>Stage 2 works of sports lighting, additional seating, power board upgrade and final painting to be completed end June 2018.</p>
4.1.13 Complete condition auditing of the City's building portfolio	1.2 Asset Management Services	01/07/2017	30/06/2018	70	10/04/2018 - The condition based required data (including criticality ranking inspection results, maintenance schedules and budgetary considerations) for the 2018/19 Building Assets portfolio has been collected and contributed to the City of Kwinana Building Assets portfolio.
4.1.14 Continually engage community through the Parks for People Strategy	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Consultation is undertaken with nearby residents when planning commences to upgrade any City playgrounds.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
4.1.15 Motivate creative design of open space in newly developed areas	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Creative design has been undertaken in the designs for Sloans, Gawler Park as well as Kwinana Netball Courts through inclusion of new technologies (lighting control panels), new equipment (specific playground pieces) and inclusion equipment (disability exercise stations).

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Action	Business Unit	Start Date	Finish Date	Status	Comments
4.2 The community has easy access to well-equipped, quality parks and public open spaces					
4.2.01 Construct the Kwinana Outdoor Youth Space which includes a skate park	1.1 Engineering	01/07/2017	30/06/2018	100	29/03/2018 - Construction of the Kwinana Outdoor Youth Space and the car park is completed.
4.2.02 Activate the Kwinana Adventure Playground	4.3 Community Development	01/07/2017	30/06/2018	75	03/04/2018 - In addition to City events, community groups are encouraged to hold events in the park. The Patio booking option has been extended to include an afternoon time slot to increase access to the facility. The Park was recently included in the layout for the Children's Festival, with activities scheduled in the Park itself as well as on Calista Oval surface.
4.2.03 Activate the Kwinana Outdoor Youth Space which includes a skate park	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - Activation of the Edge Skate Park includes youth outreach sessions twice a week, clinics twice a month and competitions twice a month targeting all ages and abilities across skating, BMX and scooter riding. The 2017/18 school holiday program delivered Street Ball basketball competitions fortnightly. Security patrols were put into place during this period.
4.2.04 Upgrade the Rogan Park playground in Leda	1.2 Asset Management Services	01/07/2017	30/06/2018	90	09/04/2018 - The upgrade to Rogan Park is 90% complete, with all furniture, playground and major landscape upgrades installed. Planting will be installed in May when the weather is favourable.
4.2.05 Design and upgrade the Ascot Parkway Small Skate Park in Bertram	1.2 Asset Management Services	01/07/2017	30/06/2019	0	10/04/2018 - This action is programmed for the 18/19 financial year.
4.2.06 Upgrade Gawler Park in Calista	1.2 Asset Management Services	01/07/2017	30/06/2018	0	10/04/2018 - The planning and design is in progress.

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4.2.07 Upgrade Hewison Park in Medina	1.2 Asset Management Services	01/07/2017	30/06/2018	0	10/04/2018 - The planning and design is in progress.
4.2.11 Undertake a condition survey of Parks and Reserves	1.2 Asset Management Services	01/07/2017	30/06/2018	75	22/03/2018 - Condition assessment of parks and reserves assets is in progress.
4.2.12 Undertake a condition survey of the City's Public Open Space	1.2 Asset Management Services	01/07/2017	30/06/2018	75	22/03/2018 - Condition assessment of public open space assets are in progress.
4.2.13 Develop a Master Schedule of annual work for Depot services	1.3 Works Depot	01/07/2017	30/06/2018	50	05/04/2018 - Development of the Works Master Schedule is ongoing and is due to be finalised by the commencement of the 2017/18 financial year
4.2.14 Develop Activity Standards for work tasks and develop appropriate unit rates	1.3 Works Depot	01/07/2017	30/06/2018	30	10/04/2018 - The Parks Activity Standards are in place as well as the Parks and Reserves Asset Management Plan 2016. Revised standards will be developed as part of the Asset Management Plan update.
4.2.15 Investigate a Maintenance Management/Work Order System for generating and managing maintenance work	1.3 Works Depot	01/07/2017	30/06/2018	25	10/04/2018 - This action is being investigated as part of the corporate software project.
4.2.16 Investigate the implementation of a Tree Management System	1.3 Works Depot	01/07/2017	30/06/2018	50	10/04/2018 - This action is ongoing and is likely to be based on aerial surveys.
4.2.17 Review current in house mowing schedules and advise on capacity to take on new mowing areas currently performed by contractors	1.3 Works Depot	01/07/2017	30/06/2018	50	10/04/2018 - Mowing schedules have been updated for the quarter. A review of in house mowing has commenced.
4.2.18 Implement the Parks Inspection and Continuous Improvement System	1.3 Works Depot	01/07/2017	30/06/2018	50	06/04/2018 - The Parks Inspection and Continuous Improvement System is ongoing
4.2.19 Coordinate the transfer of landscape and irrigation developer gifted assets to the City's maintenance operations and asset management systems	1.3 Works Depot	01/07/2017	30/06/2018	100	08/02/2018 - All 2017 landscape and irrigation hand overs are complete and have been transferred into applicable datasets, works and contract schedules.

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4.2.20 Consult access and inclusion working group regarding development of all public buildings, parks, beaches and spaces	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	05/04/2018 - Consultation is made on a bi-monthly basis at the Access and Inclusion Working group meetings.
4.2.21 Support community groups to establish places that encourage community participation/involvement, i.e. community gardens	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - Efforts continue in working with community groups to develop spaces such as the Honeywood Resident group in relation to an exercise station experience, Homestead Ridge Resident's Association in relation to the Wellard Park playground area.
4.3 Ensure the Kwinana community is well serviced by government and non-government services.					
4.3.01 Conduct a full review of waste management contracts	3.3 Environmental Health	01/07/2017	30/06/2018	75	10/04/2018 - The waste collection contract has been reviewed and is out for tender.
4.3.02 Review the Local Housing Strategy	3.1 Planning and Development	01/07/2017	30/06/2018	50	<p>10/04/2018 - The progression of the Local Housing Strategy is linked closely with the progression of the Local Planning Strategy. The later is the higher order plan and City Officers area seeking to consult further with Councillors about the best path forward to prepare the Planning Strategy.</p> <p>The Housing Strategy has been paused as a result temporarily albeit that significant work has taken place towards a working draft.</p>
4.3.03 Manage and maintain the City of Kwinana Aged Persons Accommodation	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing.
4.3.04 Create a Lobbying Strategy	2.8 City Strategy	01/07/2017	30/06/2018	0	22/03/2018 - City Officers will liaise and workshop with Elected Members to create a lobbying strategy once the Long Term Financial Plan has been adopted by Council.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity					
4.4.01 Continue to evolve the Policy Framework to reflect quality residential design and development including the accuracy and strategic management of Council's developer contributions policy	3.1 Planning and Development	01/07/2017	30/06/2018	100	21/03/2018 - Undertaken as part of planning policy review process.
4.4.02 Create a Public Open Space Standards Policy	3.1 Planning and Development	01/07/2017	30/06/2019	0	10/04/2018 - To be commenced in 2018/19, following the update of the Asset Management Plan.
4.4.03 Create a Parking Strategy	3.1 Planning and Development	01/07/2017	30/06/2018	40	08/02/2018 - A working draft has been completed for consideration by Council in 2018.
4.4.04 Review the Local Housing Strategy	3.1 Planning and Development	01/07/2017	30/06/2018	50	10/04/2018 - This action is ongoing.
4.4.05 Adopt a new Town Planning Scheme	3.1 Planning and Development	01/07/2017	30/06/2018	10	16/01/2018 - Scheme Review Reports are being drafted with the draft Scheme to be commenced in 2018/19.
4.4.06 Work with the Waste Authority to implement the West Australian Waste Strategy	3.3 Environmental Health	01/07/2017	30/06/2018	100	28/03/2018 - Prepared and delivered a submission on the proposed new Waste Strategy.
4.4.07 Activate the actions from the Wellard/Bullrush District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan is in the process of being developed.
4.4.08 Activate the actions from the Mortimer District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan is in the process of being developed.
4.4.09 Activate the actions from the Anketell District Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan is in the process of being developed.
4.4.11 Activate the actions from the Kwinana Central Place Plan	4.3 Community Development	01/07/2017	30/06/2018	0	10/04/2018 - This plan is in the process of being developed.

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4.5 Actively improve the appearance of public areas and streetscapes throughout the City					
4.5.01 Implement the Depot Annual Maintenance Works Program	1.3 Works Depot	01/07/2017	30/06/2018	75	05/04/2018 - The Depot Annual Maintenance Plan is being implemented in accordance with the adopted budget and improvements made through a recent minor staff restructure
4.5.02 Implement the recommendations from the Works Depot Service Review	1.3 Works Depot	01/07/2017	30/06/2018	70	10/04/2018 - Service Review recommendations are progressing as per the detailed implementation plan.
4.5.04 Investigate a "value for money" methodology for condition assessment of drainage assets	1.1 Engineering	01/07/2017	30/06/2018	20	08/02/2018 - The City is currently investigating by reviewing guidelines for stormwater drainage asset inspections. Also obtaining indicative rates for different types of inspections from contractors.
4.5.07 Develop a sump inspection and maintenance program, issue to Depot for implementation	1.1 Engineering	01/07/2017	30/06/2018	0	08/02/2018 - Initial discussions have been held with the Works Depot to understand existing practices. A program based on associated risk and industry best practice will be developed in liaison with the Works Depot.
4.5.08 Undertake a pilot pipe/pit survey for condition rating of select sites in urbanised residential and industrial areas	1.1 Engineering	01/07/2017	30/06/2018	0	08/02/2018 - This may be included in the 2018/19 budget.
4.5.09 Create a Landscape Strategy	1.1 Engineering	01/07/2017	30/06/2018	80	29/03/2018 - Development of the Landscape Strategy is in progress, due to be completed in September 2018.
4.5.11 Undertake a comprehensive audit of lighting assets for asset condition rating subject to funding being available	1.1 Engineering	01/07/2017	30/06/2018	0	08/02/2018 - This may be included in the 2018/19 budget.
4.5.16 Identify opportunities and undertake upgrade of lamps to energy efficient type lamps where possible and continue with Western Power bulk globe replacement program	1.1 Engineering	01/07/2017	30/06/2018	10	29/03/2018 - Awaiting Western Power to provide information on the LED lighting range and tariffs.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
4.6 To provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system					
4.6.01 Create an Integrated Transport Strategy	3.1 Planning and Development	01/07/2017	30/06/2019	0	11/01/2018 - On hold awaiting confirmation of the Westport Terms of Reference.
4.6.05 Implement the 10 year Road Resurfacing and Road Rehabilitation Programs	1.1 Engineering	01/07/2017	30/06/2018	100	29/03/2018 - Road condition survey to be completed prior to a major review of the road resurfacing program. Survey is anticipated to be completed by August 2018.
4.6.06 Implement the Road Shouldering Program	1.3 Works Depot	01/07/2017	30/06/2018	75	10/04/2018 - The road shouldering program for 2017/18 has been developed and is currently being implemented.
4.6.07 Implement the Footpath, Trails and Cycle ways Forward Works Program	1.1 Engineering	01/07/2017	30/06/2018	100	10/04/2018 - The concept plans, costs and scope for 2018/19 capital projects have been completed and submitted for budget considerations.
4.6.08 Implement the Traffic Survey Program	1.1 Engineering	01/07/2017	30/06/2018	100	10/04/2018 - The Traffic Survey Schedule for 2017 is complete.
4.6.09 Coordinate installation of Bus shelters/Facilities in conjunction with Public Transport Authority	1.1 Engineering	01/07/2017	30/06/2018	100	10/04/2018 - A total of four bus shelters are to be installed in conjunction with Public Transport Authority.
4.6.10 Advocate to the Department of Transport to develop more bus routes/more frequent buses in Kwinana	6.2 Elected Members	01/07/2017	30/06/2018	25	30/01/2018 - Elected Members ensure local structure plans can accommodate future public transport routes.
4.6.11 Investigate the opportunity to develop a local shuttle bus	4.3 Community Development	01/07/2017	30/06/2018	25	03/04/2018 - Current transport routes/ patterns have been reviewed and the need for such a service is currently being investigated. Department of Transport advise that they will not be extending public transport routes until the population increases.
4.6.12 Create the City's Bike and Walk Plan	3.1 Planning and Development	01/07/2017	30/06/2018	70	10/04/2018 - A draft plan has been completed.

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4.6.13 Creating a policy that specifies best practice requirements for encouraging active transport	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Cycling and Walking Network plan has been finalised by consultants and presented to the City. Strategic Planning are now to present to Council for endorsement and then to identify projects to undertake under the plan.
4.6.14 Reviewing the current Bike Plan	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Cycling and Walking Network plan has been finalised by consultants and presented to the City. Strategic Planning are now to present to Council for endorsement and then to identify projects to undertake under the plan.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.01 An active and engaged Local Government, focused on achieving the community's vision					
5.1.02 Review the Corporate Business Plan annually	2.8 City Strategy	01/07/2017	30/06/2018	50	10/04/2018 - The Corporate Business Plan was reviewed and adopted by Council on 12 December 2017. The next review period will commence in April 2018.
5.1.03 Review the Workforce Plan annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - A draft of the City's Workforce Plan (WFP) was prepared in June 2017. New data reflecting the updated organisational structure has been collated to include end of January data - this data will be updated in the draft document.
5.1.04 Review the Long Term Financial Plan	2.7 Finance	01/07/2017	30/06/2018	25	05/04/2018 - The Long Term Financial Plan review is underway. Workshop with Elected Members is planned for 4 April 2018, 16 April 2018 and 7 May 2018.
5.1.06 Review the Buildings Asset Management Plan	1.2 Asset Management Services	01/07/2017	30/06/2018	35	11/04/2018 - A review is currently underway.
5.1.07 Review the Parks and Reserves Asset Management Plan	1.2 Asset Management Services	01/07/2017	30/06/2018	35	10/04/2018 - A review is currently underway.
5.1.08 Review the Roads and Transport Asset Management Plan	1.2 Asset Management Services	01/07/2017	30/06/2018	35	10/04/2018 - A review is currently underway.
5.1.09 Review the Storm Water Drainage Asset Management Plan	1.2 Asset Management Services	01/07/2017	30/06/2018	35	10/04/2018 - A review is currently underway.
5.1.10 Review the Public Lighting Asset Management Plan	1.2 Asset Management Services	01/07/2017	30/06/2018	35	10/04/2018 - A review is currently underway.
5.1.15 Review the Parks for People Strategy	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - The strategy has been updated for the current status of parks and infrastructure contained in the parks. The scope of the strategy is being extended to include active open space requirements. This work will be completed by June 2018.

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5.1.16 Review the Children and Families Strategy	4.3 Community Development	01/07/2017	30/06/2018	25	03/04/2018 - Planning for this work is being undertaken in conjunction with other relevant service providers in the City.
5.1.17 Review the Club Development Plan	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Club Development Plan is to be reviewed.
5.1.19 Review the Disability Access and Inclusion Plan	4.1 Healthy Lifestyles	01/07/2017	30/06/2018	75	10/04/2018 - The Disability Access and Inclusion Plan is currently under review.
5.1.28 Review the Community Infrastructure Plan	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - The review is currently in progress. A consultant has been engaged to assist with reviewing infrastructure provision standards and population projections. The review is to be completed by June 2018.
5.1.30 Review the Business Continuity Plan	5.1 City Legal Team	01/07/2017	30/06/2018	75	10/04/2018 - This action is complete.
5.1.31 Review the Disaster Recovery Plan	5.1 City Legal Team	01/07/2017	30/06/2018	75	10/04/2018 - This action is complete.
5.1.32 Provide a report to Council detailing achievements made against the Strategic Community Plan and Corporate Business Plan each quarter	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - This report is provided to Council every quarter, detailing the many actions that the City is in the process of completing to achieve the community's vision.
5.1.33 Advocate for projects and services that will achieve the community's vision	6.2 Elected Members	01/07/2017	30/06/2018	25	30/01/2018 - Elected Members have continued to advocate for the Outer Harbour, the standard of development expected within the City and the sustainability of local service providers.
5.1.34 Regularly attend and participate in community events	6.2 Elected Members	01/07/2017	30/06/2018	25	30/01/2018 - Community events are regularly attended by Councillors who participate in proceedings and assist with the successful conduct of events to ensure community groups are supported.

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5.1.35 Promote the opportunities and attributes that Kwinana offers	6.2 Elected Members	01/07/2017	30/06/2018	25	08/02/2018 - Council supports, through budget allocations, the development of marketing and promotional activities and materials and the provision of human resources such as the Economic Development Specialist, to promote the opportunities and attributes the City officers.
5.1.36 Develop relationships and work with both sides of Government, minority parties and relevant government agencies	6.2 Elected Members	01/07/2017	30/06/2018	25	30/01/2018 - The Mayor and Councillors continue to meet with Federal and State Members of Parliament to brief them on issues affecting the City. Presentations have been made to the State Cabinet as part of the South West Group also.
5.1.38 Implement the findings of the Depot Service Delivery Review	1.3 Works Depot	01/07/2017	30/06/2018	40	10/04/2018 - Approximately 50% of the recommendations from the Depot Service Review have been completed.
5.1.39 Recoup funds from the City Centre Revitalisation Project	2.8 City Strategy	01/07/2017	30/06/2018	60	10/04/2018 - Meetings with key stakeholders has occurred in an effort to gain support from State Government to progress this project.
5.1.40 Maintain the ISO 9001: 2015 Quality Management Systems accreditation through an annual audit	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - The City is currently ISO 9001:2015 accredited.
5.02 Engage in meaningful consultation to understand and prioritise community needs					
5.2.01 Ensure all projects requiring community engagement adhere to the Community Engagement Strategy	4.3 Community Development	01/07/2017	30/06/2018	75	10/04/2018 - This action is ongoing, all teams have responsibility for community engagement in their respective areas.
5.03 Maintain and improve risk management					
5.3.01 Manage and monitor the City's Risk Register	5.1 City Legal Team	01/07/2017	30/06/2018	75	10/04/2018 - The City's Risk Register is monitored and reported on quarterly.

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5.04 Ensure the financial sustainability of the City of Kwinana into the future					
5.4.01 Incorporate strategies into the Long Term Financial Plan to improve the City's financial sustainability	2.7 Finance	01/07/2017	30/06/2018	25	05/04/2018 - The Long Term Financial Plan review is underway. Workshops with Elected Members are planned for 4 April 2018, 16 April 2018 and 7 May 2018. The Workshops will involve setting guiding principles and key targets to assist in improving the financial sustainability of the City through the Long Term Financial Plan.
5.4.02 Create a Rating Strategy	2.7 Finance	01/07/2017	30/06/2018	75	05/04/2018 - This strategy is being incorporated into the Long Term Financial Plan and its Guiding Principles.
5.4.03 Create a Debt Strategy	2.7 Finance	01/07/2017	30/06/2018	75	05/04/2018 - This strategy is being incorporated into the Long Term Financial Plan and its Guiding Principles.
5.4.04 Prepare the Annual Budget for adoption	2.7 Finance	01/07/2017	30/06/2018	25	05/04/2018 - The Long Term Financial Plan review is underway. Workshops with Elected Members are planned for 4 April 2018, 16 April 2018 and 7 May 2018. The Annual Budget will be informed through the Long Term Financial Plan process
5.4.05 Complete the Land Data Project	2.7 Finance	01/07/2017	30/06/2018	0	05/04/2018 - Information on this project has not yet been received, The project will start after rates billing for 2018/19.
5.4.06 Continue to ensure Fair Value Accounting in liaison with the Department of Local Government and in AASB13	2.7 Finance	01/07/2017	30/06/2018	20	05/04/2018 - This action will progress later in the financial year.
5.4.08 Distribute debtor invoices electronically to improve processing and customer service	2.7 Finance	01/07/2017	30/06/2018	50	10/04/2018 - This action is currently being investigated.

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5.4.09 Review the process to change the method of rating for residential land use properties within current rating of UV to GRV	2.7 Finance	01/07/2017	30/06/2018	10	10/04/2018 - A report is currently being prepared to inform Council of the process and requirements regarding the review of UV rated properties.
5.4.10 Review land uses and their rating categories to ensure fair and equitable rating within the City	2.7 Finance	01/07/2017	30/06/2018	20	05/04/2018 - Currently reviewing zonings with rating categories of all assessments.
5.4.11 Conduct a review of the City's Software System	2.7 Finance	01/07/2017	30/06/2018	15	05/04/2018 - A Council Report is being prepared to approach the market for quotes on a new Corporate Business System.
5.4.12 Conduct EOI and tender process for a new software system for the City of Kwinana	2.7 Finance	01/07/2017	30/06/2018	15	05/04/2018 - A Council Report is being prepared to approach the market for quotes on a new Corporate Business System.
5.4.13 Create a Procurement Strategy	2.7 Finance	01/07/2017	30/06/2018	0	10/04/2018 - A plan for this will be developed later in 2018.
5.05 Increase the level of Federal, State and Corporate funding					
5.5.01 Continue to develop State and Federal Governments partnerships to facilitate local services and projects	6.1 Executive	01/07/2017	30/06/2018	25	10/04/2018 - State Government partnerships were secured for the provision of community facilities such as the Youth Outdoor Space. Joint use agreements for new primary schools in Wellard and Honeywood are being negotiated.
5.06 Maximise the value of the City's property assets					
5.6.01 Implement the action plan from the Land Optimisation Strategy	2.4 Economic Development	01/07/2017	30/06/2018	0	10/04/2018 - To commence following the completion of the Strategy
5.6.02 Annually review the lease management policy and procedures	5.1 City Legal Team	01/07/2017	30/06/2018	50	10/04/2018 - This action will progress later in the financial year

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5.07 Build productive relationships					
5.7.01 Continue to pursue mutually beneficial corporate sponsorship opportunities and grant funding opportunities	6.1 Executive	01/07/2017	30/06/2018	25	30/01/2018 - Corporate sponsorship opportunities were secured for events such as the Kwinana Rock Symphony.
5.7.02 Continue to engage with stakeholders to encourage economic development in Kwinana	2.4 Economic Development	01/07/2017	30/06/2018	50	10/04/2018 - In addition to City Officers visiting local businesses, the City is delivering workshops in concert with external organisations focussed on local business education.
5.7.03 Continue to actively seek resource sharing opportunities with other organisations	2.8 City Strategy	01/07/2017	30/06/2018	100	22/03/2018 - The City of Kwinana are members of the South West Group of Councils where resource and knowledge sharing occurs.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.08 Apply best practice principles and processes to maximise efficiencies and quality					
5.8.01 Ensure that reports to Council require consideration of the implications for the Strategic Community Plan and Corporate Plan	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - Reports to Council currently include implications for the Strategic Community Plan and Corporate Business Plan.
5.8.02 Ensure all actions of the Plan for the Future are included in the Long Term Financial Plan and annual budgets	2.7 Finance	01/07/2017	30/06/2018	25	05/04/2018 - The Long Term Financial Plan review is underway. Workshops with Elected Members are planned for 4 April 2018, 16 April 2018 and 7 May 2018.
5.8.03 Conduct a financial systems review to improve efficiencies and ensure the automation of financial reporting	2.7 Finance	01/07/2017	30/06/2018	75	05/04/2018 - Continuous improvement is occurring in regards to financial reporting. The monthly Council report is being streamlined to provide efficiencies, to the extent that the system allows. Management Reporting is planned to be improved once the financial reporting reaches its next stage of improvement.
5.8.04 Implement the internal audit function and carry out audits as per the Internal Audit Plan	5.1 City Legal Team	01/07/2017	30/06/2018	25	10/04/2018 - Internal Audit Plan report was provided to the Audit Committee in March 2018.
5.09 Champion a positive work culture that leads, values and supports its people and to develop a strong team culture within the organisation to provide dynamic, effective, customer-focussed services					
5.9.01 Develop a Customer Service Strategy	2.6 Customer Services	01/07/2017	30/06/2018	20	10/04/2018 - The Customer Service Experience Project is about to commence.
5.9.02 Review the CRM system to ensure improved reporting	2.6 Customer Services	01/07/2017	30/06/2018	0	10/04/2018 - Improvements and enhancements are identified and implemented on an ongoing basis.

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5.9.03 Continually improve new technology such as the online lodgement of planning and building applications (eServices)	2.6 Customer Services	01/07/2017	30/06/2018	100	10/04/2018 - Online building and planning applications were completed in 2017. Further enhancements are being implemented on an ongoing basis.
5.9.04 Create a Knowledge Base to enable City Officers to provide a higher level of customer service to the community	2.6 Customer Services	01/07/2017	30/06/2018	20	10/04/2018 - Knowledge base information is continually being collated by the team, a Knowledge base system is to be considered as part of the System Software project.
5.9.05 Update call centre technology	2.6 Customer Services	01/07/2017	30/06/2018	20	10/04/2018 - A premium call centre package is available, configuration is awaiting outcomes of the Customer Experience Project.
5.10 Lead the management of the City's contractual arrangements and embed a compliant approach to procurement					
5.10.01 Implement a software system for the engagement of pre-qualified suppliers.	5.3 Contracts	01/07/2017	30/06/2018	45	03/04/2018 - The Contracts Team are in the late phases of the procurement for a procurement/pre-award IT System and has shortlisted two systems that will meet the City's Pre-award and Pre-qualified supplier management needs. However, as WALGA are currently in the stages of reviewing the pre-award IT System they use, the Contracts Team are waiting to see which supplier they choose in order to ensure a marriage between the WALGA E-Panels and the City's systems.
5.10.12 Implement a software system for contracts and tenders management	5.3 Contracts	01/07/2017	30/06/2018	10	03/04/2018 - Scoping completed in regards to determining the City's requirements when it comes to a Contracts Management System.
5.10.13 Provide training and continuously develop the Online Requisition enhancement throughout the whole organisation	2.7 Finance	01/07/2017	30/06/2018	50	10/04/2018 - Training is ongoing. A new program of training is to be implemented following the organisational restructure.

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5.11 Working in close partnership with suppliers, enable better utilisation of computer technology and systems to optimise operational efficiency and business value					
5.11.01 Implement the Backup and Disaster Recovery Plan	2.1 IT	01/07/2017	30/06/2018	80	10/04/2018 - Most items in the Disaster Recovery Plan have been completed. The outstanding task is the offsite replication component.
5.11.02 Complete the Kwinana Domain Improvements	2.1 IT	01/07/2017	30/06/2018	90	10/04/2018 - All actions have been completed, except the migration of a new internal domain, which is on hold.
5.11.03 Complete the ICT Security Projects	2.1 IT	01/07/2017	30/06/2018	90	10/04/2018 - All ICT Security measures are in place. The remaining action is to hire an ethical hacker to perform penetration testing.
5.11.04 Complete the Corporate Application Review	2.1 IT	01/07/2017	30/06/2018	60	10/04/2018 - The City has conducted investigation into Core Business Applications and is currently in the process of going to market for the best option.
5.11.05 Complete the IT Infrastructure Upgrade	2.1 IT	01/07/2017	30/06/2018	100	10/04/2018 - This project has now been completed.
5.11.06 Complete the City's On-Premise Migration	2.1 IT	01/07/2017	30/06/2018	100	10/04/2018 - This project has now been completed.
5.11.07 Complete the Internet Upgrade Project	2.1 IT	01/07/2017	30/06/2018	70	10/04/2018 - The City's primary internet connection has been upgraded.
5.11.08 Complete the Computer Fleet Review	2.1 IT	01/07/2017	30/06/2018	80	10/04/2018 - The Computer Fleet review has been completed. A project plan was drafted. Replacement stock ordered and has arrived. Computers are being built and deployed currently.
5.11.09 Facilitate Printing Upgrades	2.1 IT	01/07/2017	30/06/2018	80	10/04/2018 - Procurement process for new photocopiers has been completed. Stock was ordered and has arrived. Currently being installed in the various locations.

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5.11.10 Facilitate AV Upgrades	2.1 IT	01/07/2017	30/06/2018	80	10/04/2018 - Some minor AV improvements have been made to the Council Chambers, with further to come in the next month. A video conferencing solution was deployed to various rooms and further rooms will be enabled in the near future.
5.12 To provide a modern, compliant, secure and accessible records management service and facilitate staff training in records systems, processes and responsibilities					
5.12.01 Continually develop the City's Electronic Document Management System	2.5 Records	01/07/2017	30/06/2018	100	10/04/2018 - Training and follow up for CM9 inductions has been reviewed and upgraded to ensure a comprehensive knowledge of both electronic and legislative officer responsibilities is provided to all staff.
5.12.03 Upgrade scanning hardware and software to increase record processing speed	2.5 Records	01/07/2017	30/06/2018	100	10/04/2018 - This hardware and software upgrade is complete.
5.12.04 Implement the actions from the Records service review	2.8 City Strategy	01/07/2017	30/06/2018	0	22/03/2018 - No work has commenced to progress the findings of the records service review.

Action	Business Unit	Start Date	Finish Date	Status	Comments
5.13 Attract and retain a high quality, motivated and empowered workforce so as to position the organisation as an "Employer of Choice"					
5.13.01 Ensure policies, positions descriptions and roles are clear to assist in job satisfaction	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - A schedule of review of policies has been prepared and is in the process of being implemented. A review of the classification systems (which will include position descriptions) has been tasked to an external provider. This project commenced in January and is tracking to schedule - due to be completed in June 2018.
5.13.02 Measure employee satisfaction through regular Staff Values Surveys	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - The City completed the Staff Values Survey for this financial year in October 2017.
5.13.03 Review and improve exit processes to ensure major issues are identified and used to facilitate improvements within the organisation. Trend data and report to CEO on a monthly basis	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Permanent employees (with rare exceptions) undergo a formal exit interview. Data from these interviews are collated and also recorded in the City's Workforce plan. Analysis of the data is undertaken and where-ever possible strategies developed and implemented to address any issues.
5.13.04 Continue to monitor market trends in remuneration and conditions and offer packages that are competitive for negotiated salary positions	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This process is ongoing and is undertaken annually.
5.13.06 Research, implement and promote employee benefits	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Human Resources team are constantly reviewing and assessing programs/benefits that can be offered to staff. If a program is adopted/implemented, then this is communicated to staff with the assistance of the Marketing team.
5.13.07 Identify core components of succession planning, including specific tools and models	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - As part of the Staff Development Review (SDR) process, staff identify possible career progression and what the City can do to assist to achieve these goals.

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5.13.08 Prepare individual training plans for key staff with consideration be given to business continuity and excellence in service delivery	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Where possible, individual training plans have been developed, based on the information gained from Staff Development Reviews (SDRs).
5.13.09 Explore development opportunities, such as mentoring, interim placement, job swaps and secondments	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing.
5.13.10 Conduct a Training Needs Analysis (TNA) for senior level employees	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Training Needs Analysis is prepared from information listed in the Staff Development Reviews (SDRs).
5.13.11 Build supervisory and management capability through formal training	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Based on the Training Needs Analysis prepared from the Staff Development Reviews (SDRs), a decision regarding highest priority supervisory and management training has been determined. This will be factored in the 2018/19 budget.
5.13.12 Ensure systems are in place to notify of any legislative amendments in order to remain compliant	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Quality Management System Cross Functional Team members receive weekly emails with updates to legislation. Subscriptions to Industrial Relations/Employee Relations organisations provide regular updates/notifications/newsletters. Regular attendance at HR forums also provide applicable updates.
5.13.13 Continue to develop and proactively manage effective performance management	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Managers undertook Performance Management training in late 2017. The training was aligned to the City's Performance Management policy and procedures.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.13.14 Ensure that an effective grievance resolution procedure is maintained and staff are trained in this area	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Human Resources Grievance Management policy and procedures have recently been amended/updated. The review included feedback from two external consultants. Staff will be undertaking Equal Employment Opportunity training throughout 2018 (commencing April 2018) and part of the training will include Grievance Management/Resolution.
5.13.15 Maintain a relevant and achievable EEO management plan through communication, review and evaluation	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - An Equal Employment Opportunity (EEO) Management Plan is prepared on an annual basis. This plan is submitted to the EEO Commission for their information and approval.
5.13.16 Ensure that the Performance Manager system is being effectively utilised by staff	2.8 City Strategy	01/07/2017	30/06/2018	80	10/04/2018 - The Performance Manager system is continually updated and staff are trained to use the system as required.
5.13.17 Empowering staff through inclusion /input in decision making activities by harnessing their current skills and knowledge level	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Through the Staff Development Review (SDR) process, the skill and knowledge level of the employee is identified. The information obtained through this process will assist managers/supervisors/coordinators to involve their staff in decision making activities.
5.13.18 Promote the City's wellbeing programs	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - All City wellbeing programs are communicated to staff via several methods - including, emails to All Users, staff newsletters, through the Intranet, OSH Committee meetings and the team agenda template.

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5.13.19 Increase the diversity of the workforce through the incorporation of EEO and diversity values in programs/activities across the organisation	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This is included and maintained in the Equal Employment Opportunity (EEO) Management Plan. Also, raising the profile of a diverse workforce will be included in the 2018 EEO training. The City is also looking at cultural awareness training commencing in the 2018/19 financial year. This training will be for all staff.
5.13.20 Recognise and manage the aspirations of the different generations across the employee demographic	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Through the Staff Development Review (SDR) process, there is an opportunity for staff aspirations to be identified and recorded. From this information, specific strategies can be developed and implemented.
5.13.21 Conduct a review of the City's exit processes	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Human Resources team continually reviews its processes - including the exit process. Human Resources conduct exit interviews with staff who are leaving the organisation. This information is collated and included in the City's Workforce Plan.
5.13.21 Conduct a review of the City's exit processes	2.3 Human Resources	01/07/2017	30/06/2018	85	10/04/2018 - The Human Resources team continually reviews its processes - including the exit process. Human Resources conduct exit interviews with staff who are leaving the organisation. This information is collated and included in the City's Workforce Plan.
5.13.22 Review Occupational Safety and Health Policy annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The annual review was completed in late 2017.
5.13.22 Review Occupational Safety and Health Policy annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The annual review was completed in late 2017.

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5.13.23 Ensure all employees receive a safety and health induction on commencement of employment	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This occurs on the first day of work at the City with a "general" induction and a "site-specific" induction. Review completed end of January 2018 and amendments/updates included/implemented.
5.13.23 Ensure all employees receive a safety and health induction on commencement of employment	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This occurs on the first day of work at the City with a "general" induction and a "site-specific" induction. Review completed end of January 2018 and amendments/updates included/implemented.
5.13.24 Review positions descriptions annually to ensure safety responsibilities are clear	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - All position descriptions (PDs) have a section relating to OSH responsibilities.
5.13.24 Review positions descriptions annually to ensure safety responsibilities are clear	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - All position descriptions (PDs) have a section relating to OSH responsibilities.
5.13.25 Ensure Staff Development Reviews include safety performance objectives (where applicable)	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Staff Development Review (SDR) form includes a rating/assessment of the employee's safety performance.
5.13.25 Ensure Staff Development Reviews include safety performance objectives (where applicable)	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Staff Development Review (SDR) form includes a rating/assessment of the employee's safety performance.
5.13.26 Ensure Team Agenda items clearly articulate safety issues and current safety performance	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The team agenda template has a dedicated section for safety. Appropriate information is provided and included on a monthly basis. In addition, the OSH Committee determine a monthly safety topic which is included on the template for discussion at team meetings. Enhancements to this process are ongoing.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.13.26 Ensure Team Agenda items clearly articulate safety issues and current safety performance	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The team agenda template has a dedicated section for safety. Appropriate information is provided and included on a monthly basis. In addition, the OSH Committee determine a monthly safety topic which is included on the template for discussion at team meetings.
5.13.27 Develop an OSH calendar to coordinate OSH activities	2.3 Human Resources	01/07/2017	30/06/2018	70	10/04/2018 - The OSH Calendar has been set up in Outlook.
5.13.27 Develop an OSH calendar to coordinate OSH activities	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The OSH Calendar has been set up in Outlook. This topic is also discussed at monthly OSH committee meetings.
5.13.28 Continuously develop and implement a cultural change program that promotes and rewards safe and healthy behaviour	2.3 Human Resources	01/07/2017	30/06/2018	50	10/04/2018 - An organisational cultural change program has been developed and implemented over the past two years. Many aspects of the change program have and can be applied to OSH.
5.13.28 Continuously develop and implement a cultural change program that promotes and rewards safe and healthy behaviour	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - An organisational cultural change program has been developed and implemented over the past two years. Many aspects of the change program have and can be applied to OSH.
5.13.29 Review the Safety Plan annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Safety Action Plan continues to be reviewed annually. Actions from the plan have been developed to ensure the City will be compliant in all elements of the WorkSafe audit program. WorkSafe audit scheduled for end of April 2018.
5.13.29 Review the Safety Plan annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Safety Action Plan continues to be reviewed annually. Actions from the plan have been developed to ensure the City will be compliant in all elements of the WorkSafe audit program.

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5.13.30 Review OSH information in the City's record management system to ensure employees have the most current information	2.3 Human Resources	01/07/2017	30/06/2018	80	10/04/2018 - This is part of the City's document management control process. The review is ongoing.
5.13.30 Review OSH information in the City's record management system to ensure employees have the most current information	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This is part of the City's document management control process. The review is ongoing.
5.13.31 Review policies relating to OSH annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The OSH Policy has recently been reviewed and approved by the Executive. This is part of the annual document review process.
5.13.31 Review policies relating to OSH annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The OSH Policy has recently been reviewed and approved by the Executive. This is part of the annual document review process.
5.13.32 Review OSH Committee Terms of reference and compliance of the OSH Committee against the OSH Act 1984	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This has been recently reviewed as part of the OSH Action Plan. This action will be undertaken annually.
5.13.32 Review OSH Committee Terms of reference and compliance of the OSH Committee against the OSH Act 1984	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This has been recently reviewed as part of the OSH Action Plan. This action will be undertaken annually.
5.13.33 Revitalise the OSH Perception survey	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Investigated the option of implementing an OSH perception survey and this was presented to the OSH Committee for a decision. It was decided to undertake the survey in the first half of the 2018/19 financial year.
5.13.33 Revitalise the OSH Perception survey	2.3 Human Resources	01/07/2017	30/06/2018	20	10/04/2018 - Investigated the option of implementing an OSH perception survey and this was presented to the OSH Committee for a decision. It was decided to undertake the survey in the first half of the 2018/19 financial year.

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5.13.34 Review the hazard and risk management process annually	2.3 Human Resources	01/07/2017	30/06/2018	50	10/04/2018 - This task is currently being undertaken.
5.13.34 Review the hazard and risk management process annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This task is currently being undertaken.
5.13.35 Conduct workplace inspections as directed by the OSH Committee	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - A workplace inspection program has been developed and scheduled. The various areas/departments are required to submit the results of the workplace inspection for review and discussion at the OSH Committee. Any issues/suggestions/improvements are discussed at the OSH Committee.
5.13.35 Conduct workplace inspections as directed by the OSH Committee	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - A workplace inspection program has been developed and scheduled. The various areas/departments are required to submit the results of the workplace inspection for review and discussion at the OSH Committee. Any issues/suggestions/improvements are discussed at the OSH Committee.
5.13.36 Conduct investigations for all accidents/incidents	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Information from the investigations are documented in the monthly OSH statistics.
5.13.36 Conduct investigations for all accidents/incidents	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Information from the investigations are documented in the monthly OSH statistics.
5.13.37 Ensure employees are consulted and trained when purchasing new equipment or chemicals	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The City engaged an external consultant to undertake a review of the City's hazardous substances and to assist with the correct set-up of the ChemAlert system. Training in the new system is being organised for April 2018.

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5.13.37 Ensure employees are consulted and trained when purchasing new equipment or chemicals	2.3 Human Resources	01/07/2017	30/06/2018	50	10/04/2018 - The City engaged an external consultant to undertake a review of the City's hazardous substances and to assist with the correct set-up of the ChemAlert system.
5.13.38 Place information about incidents and health programmes on Team Meeting Agendas	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This information is provided on a monthly basis.
5.13.38 Place information about incidents and health programmes on Team Meeting Agendas	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This information is provided on a monthly basis.
5.13.39 Review the Hazard/Near Miss/Injury Report form annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This action forms part of the document review process. All OSH induction information is currently being reviewed as part of this process. Once completed, the forms will be approved by the OSH Committee and then communicated to all staff.
5.13.39 Review the Hazard/Near Miss/Injury Report form annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This action forms part of the document review process. All OSH induction information is currently being reviewed as part of this process. Once completed, the forms will be approved by the OSH Committee and then communicated to all staff.
5.13.40 Implement a proactive health program	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The City achieved Bronze status in the "Recognised Healthy Workplace" program and is aiming to achieve Gold status at the next review.
5.13.40 Implement a proactive health program	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The City achieved Bronze status in the "Recognised Healthy Workplace" program and is aiming to achieve Gold status at the next review.
5.13.41 Establish an annual training plan and budget	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This process occurs annually using information in the Staff Development Review (SDR) form.

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5.13.41 Establish an annual training plan and budget	2.3 Human Resources	01/07/2017	30/06/2018	80	10/04/2018 - The training plans and budget are also part of the Staff Development Review (SDR) process.
5.13.42 Establish individual training plans during Staff Development Reviews	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This process occurs annually using information in the Staff Development Review (SDR) form.
5.13.42 Establish individual training plans during Staff Development Reviews	2.3 Human Resources	01/07/2017	30/06/2018	80	10/04/2018 - This process occurs annually using information in the Staff Development Review (SDR) form.
5.13.43 Develop an annual evaluation of training	2.3 Human Resources	01/07/2017	30/06/2018	50	10/04/2018 - Staff are requested to evaluate training after attendance. The purpose of the evaluation is to assess suitability, effectiveness and relevance of training. This information is used for future training applications.
5.13.43 Develop an annual evaluation of training	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Staff are requested to evaluate training after attendance. The purpose of the evaluation is to assess suitability, effectiveness and relevance of training. This information is used for future training applications.
5.13.44 Review training requirements of all OSH Representatives	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This is an ongoing process. Current training requirements for 2018 have been identified and action has been taken to ensure appropriate training is being undertaken. This has been scheduled throughout 2018.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.13.44 Review training requirements of all OSH Representatives	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This is an ongoing process. Current training requirements for 2018 have been identified and action has been taken to ensure appropriate training is being undertaken. This has been scheduled throughout 2018.
5.13.45 Ensure all relevant staff are trained as Fire Wardens	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The majority of this training has occurred for this financial period. Two courses have been scheduled for late January 2018, which will ensure all appropriate staff have received training.
5.13.45 Ensure all relevant staff are trained as Fire Wardens	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The majority of this training has occurred for this financial period. Two courses have been scheduled for late January 2018, which will ensure all appropriate staff have received training.
5.13.46 Develop procedure for in-house drills and review annually	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The schedule has been developed and is reviewed on an annual basis.
5.13.47 Develop a Business Recovery and Continuity Plan and review	2.3 Human Resources	01/07/2017	30/06/2018	25	10/04/2018 - LGIS have been engaged to assist with the information for the review. 10/04/2018 - This action is ongoing.
5.14 Develop and implement training and development programs/activities that meet current and future skills and competency needs					
5.14.01 Conduct a Training Needs Analysis annually	2.3 Human Resources	01/07/2017	30/06/2018	80	10/04/2018 - This forms part of the Staff Development Review (SDR) process.

Action	Business Unit	Start Date	Finish Date	Status	Comments
5.15 Promote and continually reinforce a culture where all employees understand and support the vision and purpose of the organisation					
5.15.01 Engage an independent consultant to facilitate Staff Values training sessions on a regular basis	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - The latest Staff Values training sessions were held throughout March. The sessions focussed on linking the City's recently revised Customer Service Charter to the Staff Values.
5.15.03 Development of a training program and/or if appropriate a mentoring/coaching program to address identified gaps in the results of the review	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This is an ongoing process that is monitored.
5.15.04 Review and implement the Buddy System policy	2.3 Human Resources	01/07/2017	30/06/2018	90	10/04/2018 - The Buddy System Policy and procedures are currently under review.
5.15.05 Develop a Change Ambassador mandate	2.8 City Strategy	01/07/2017	30/06/2018	0	10/04/2018 - This action will progress later in the financial year.
5.15.06 Create a diverse mix of communications which includes EAP, EEO and Mental Health initiatives	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Human Resources team work closely with the Marketing team to ensure initiatives are communicated to staff using a variety of communication medias.
5.15.07 Boost Social XFT participation by putting out a call for new members	3.1.1 Statutory Planning	01/07/2017	30/06/2018	100	21/03/2018 - Call for new members sent out in February Team Meeting Agenda. Two new members have subsequently joined the Social XFT as a result. Another call for members will be followed up in the March Team Meeting Agenda.
5.15.08 Create an annual calendar of social events	3.1.1 Statutory Planning	01/07/2017	30/06/2018	75	21/03/2018 - The calendar of social events is almost finalised and should be completed by April 2018.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.15.09 Identify skills experts and rollout through the intranet	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - The intranet roll out was complete in 2016 and we are currently in the process of identifying a number of intranet "champions" within the organisation (including admin officers) who will be trained and responsible for editing and updating their sections of the site.
5.15.10 Provide presentation to new staff at induction about Staff Values	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - The Staff values are included in the induction presentation as well as a number of the handouts received by new staff on the commencement of their employment with the City. This will continue into the future.
5.15.11 Undertake, if necessary, a performance improvement plan	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Managers/Supervisors attended performance management training to ensure that any employees whose performance is not meeting the expected outcomes of their role can be placed on a Performance Improvement Plan (PIP) and managed appropriately.
5.15.12 Translate actions into the Performance Manager software that demonstrate alignment to staff values	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - Performance Manager now includes actions from the Staff Values Action Plan.
5.15.13 Undertake an audit and assessment of current state of the City and implement recommendations.	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - This action is ongoing.
5.15.14 Implement the Organisational Values Benchmarking Framework	2.8 City Strategy	01/07/2017	30/06/2018	100	10/04/2018 - The Organisational Values Benchmarking Framework has been initiated with the Staff Values Survey 2017.
5.15.15 Compare HR metrics with like Local Governments	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The City participates in the annual WALGA salary review and the MacArthur review.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.15.16 Continually assess and review the City's Celebration and Recognition policy to determine currency and validity.	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Assessment and review of the Celebration and Recognition Policy was completed in December 2017 and presented to the Executive for approval.
5.15.17 Promote and improve awareness of the staff awards	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - This is done in an ongoing manner through a number of the City's internal communications channels including the Quarterly Celebrations, Intranet and the staff newsletter.
5.15.18 Conduct employee satisfaction surveys at pre-determined intervals to establish "How the City is progressing"	2.3 Human Resources	01/07/2017	30/06/2018	50	10/04/2018 - The City has recently conducted a survey designed to measure "How the City is progressing with the cultural change program?". The results of the survey were communicated to staff at the end of December 2017. Further surveys will be conducted in the future.
5.15.19 Communicate staff achievements via different media	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	10/04/2018 - This is done in an ongoing manner through a number of the City's internal communications channels including the Quarterly Celebrations, Intranet and the staff newsletter.
5.15.20 Actively pursue ways and opportunities to "thank/recognise a colleague/team"	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - This is done in an ongoing manner through a number of the City's internal communications channels. This is facilitated through a nomination that Staff can make through team meetings and the intranet and are promoted through the staff newsletter.
5.15.21 Participate in the 'Great Place to Work' study in order to gain certification	2.8 City Strategy	01/07/2017	30/06/2018	50	10/04/2018 - This action will progress later in the financial year.
5.15.22 Conduct quarterly celebrations	2.2 Marketing and Communications	01/07/2017	30/06/2018	25	29/03/2018 - Occurring on an ongoing basis. The first session for 2018 has been conducted and the remaining sessions have been booked in for the remainder of the year.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.15.23 Encourage team building exercises to build trust in the organisation	3.1.1 Statutory Planning	01/07/2017	30/06/2018	100	21/03/2018 - A number of social events (multicultural lunch and family fun afternoon) have been undertaken and planned for the coming months by the Social XFT to encourage team building.
5.15.24 Promote the submission of innovations and implement into intranet (phase 2)	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - The innovations application is available on the intranet and the award recipients are promoted through internal communications channels including quarterly celebration, staff newsletter and intranet.
5.15.25 Create an office of multicultural interest by implementing the Multicultural Action Plan	2.3 Human Resources	01/07/2017	30/06/2018	0	10/04/2018 - The Human Resources team will liaise with the City Engagement Directorate to determine the aspects/information presented in the Multicultural Action Plan with the view to develop an action plan that relates to staff.
5.15.26 Rollout EEO training every 2 years	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - Equal Opportunity Training for all staff has been scheduled for 2018.
5.15.27 Develop a Staff Values Communication Plan	2.2 Marketing and Communications	01/07/2017	30/06/2018	100	29/03/2018 - The staff values communication is included in the internal communications plan, and is communicated out regularly through all of the City's internal communications channels.
5.15.28 Report on and share progress towards the Staff Values (Team meeting agendas, Quarterly performance reports, Values moment)	2.8 City Strategy	01/07/2017	30/06/2018	75	10/04/2018 - An update on progress of the Staff Values has been provided through the actions in this report.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.16 Establish a performance appraisal system that links individual and team behaviour with strategic direction					
5.16.01 Review the Staff Development Review process to include performance against strategic actions	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The review of the Staff Development (SDR) process is on-going. It was identified prior to the 2017 SDR process that amendments to the form will be included in the next (2018 SDR process) to more closely align and recognise performance outcomes against strategic actions.
5.17 Develop programs and processes to encourage and formally recognise good performance					
5.17.01 Implement the Staff Recognition and Reward Policy	2.3 Human Resources	01/07/2017	30/06/2018	100	10/04/2018 - The Celebration and Recognition Policy has undertaken its annual review. This policy is well known to staff and is communicated to staff via several different medias.
5.18 Ensure well developed systems are in place to manage the capacity of the HR team to service employees					
5.18.01 Investigate e-learning options for the City	2.3 Human Resources	01/07/2017	30/06/2018	0	10/04/2018 - This has been placed on hold until the City has determined which IT system will be used. Once this has occurred, then assessment of e-Learning systems can commence.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
5.19 Minimise the life cycle cost of assets					
5.19.01 Continue the City's Asset Management Cross Functional Team	1.2 Asset Management Services	01/07/2017	30/06/2018	100	21/03/2018 - With the conception of a dedicated Asset Management Team ongoing liaison across the organisation will continue both ad hoc and within a formal on going cross functional format.
5.19.03 Update the Long Term Financial Plan to reflect the financial projections outlined in all of the Asset Management Plans	2.7 Finance	01/07/2017	30/06/2018	25	05/04/2018 - The Long Term Financial Plan review is underway. Workshops with Elected Members are planned for 4 April 2018, 16 April 2018 and 7 May 2018.
5.19.04 Update fair value/financial asset register to reflect current asset dimension, age and value	2.7 Finance	01/07/2017	30/06/2018	20	10/04/2018 - This action will progress later in the financial year, in accordance with accounting standards.
5.19.05 Investigate data pick-up resource requirements for all of the City's asset classes	1.2 Asset Management Services	01/07/2017	30/06/2018	75	21/03/2018 - Data collection needs are currently being assessed by the Asset Management Team, budget proposals have been submitted for consideration.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.1 Encourage waste minimisation, recovery and recycling as well as ensure appropriate disposal and reuse					
6.1.01 Conduct a full review of waste management contracts	3.3 Environmental Health	01/07/2017	30/06/2018	75	28/03/2018 - As per 4.3.01
6.1.02 Seek short term contracts for processing of waste and recyclables to remain flexible in view of the uncertainty regarding effect of the CDL, Phoenix EfW facility and possible changes to SMRC	3.3 Environmental Health	01/07/2017	30/06/2018	75	11/04/2018 - The request for tender is being prepared as per this requirement.
6.1.03 Use the Strategy to guide the tender specifications for renewal, particularly surrounding recycling contamination and compaction density	3.3 Environmental Health	01/07/2017	30/06/2018	100	10/04/2018 - This action is in progress.
6.1.04 Maintain current scope for compliant recyclables (e.g. allow soft plastics)	3.3 Environmental Health	01/07/2017	30/06/2018	100	11/04/2018 - This action is ongoing. There is a current push from the industry to exclude soft plastics.
6.1.05 Tender for kerbside and hard waste collection	3.3 Environmental Health	01/07/2017	30/06/2018	100	11/04/2018 - The tender for Waste and Recycling Services is expected to be advertised by April 2018.
6.1.06 Engage a new contractor/s to deliver waste services for Kwinana	3.3 Environmental Health	01/07/2017	30/06/2018	75	11/04/2018 - The new Contractor will be engaged for July 2018.
6.1.07 Consider using NSW model contracts to reduce cost and risk after implementation of CDL	3.3 Environmental Health	01/07/2017	30/06/2018	75	11/04/2018 - This has been added to the request for tender documentation.
6.1.08 Seek update from Phoenix regarding facility opening	3.3 Environmental Health	01/07/2017	30/06/2018	100	11/04/2018 - The City is regularly in contact with Phoenix about the status.
6.1.11 Assist the South Metropolitan Regional Council with the 3 bin trial	3.3 Environmental Health	01/07/2017	30/06/2018	60	28/03/2018 - 60% of the trial has been completed. The City of Kwinana is a participant.
6.1.12 Continue assisting with the Recycle Right or similar model campaign	3.3 Environmental Health	01/07/2017	30/06/2018	100	09/04/2018 - The Recycle Right program is in place and is promoted through the City's various media channels.

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Action	Business Unit	Start Date	Finish Date	Status	Comments
6.1.13 Develop a comprehensive resident behaviour change program aiming to improve recycling and waste management, through development of Recycle Right or similar model	3.3 Environmental Health	01/07/2017	30/06/2018	100	11/04/2018 - A number of initiatives in place - home worm farming, recycle tours, shopping centre displays.
6.1.14 Increase recycling by issuing free 360L bins	3.3 Environmental Health	01/07/2017	30/06/2018	100	27/03/2018 - As at the 28 February 2018 the number of 360 litre recycle bins within the City has increased to 2866.
6.1.15 Promote the use of home composting bins/worm farms by organising community workshops twice a year	3.3 Environmental Health	01/07/2017	30/06/2018	100	09/04/2018 - 2 workshops were held in March with a third to be completed in April 2018.
6.1.16 Investigate options to participate in the Emissions Reduction Fund	3.3 Environmental Health	01/07/2017	30/06/2018	10	11/04/2018 - This action is ongoing.
6.2 Provide City Assist services in line with stakeholder expectations to ensure a safer community					
6.2.01 Ensure City Assist implement the requirements of the Off Road Vehicle Act in partnership with the police and neighbouring local governments	5.2.1 City Assist	01/07/2017	30/06/2018	100	11/04/2018 - This action is ongoing, no infringements have been issued over the last quarter.
6.2.02 Review City Assist Standard Operating Procedures	5.2.1 City Assist	01/07/2017	30/06/2018	80	10/04/2018 - The review of the City Assist Standard Operating Procedures is currently underway.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.3 Provide Emergency Services in line with stakeholder expectations to ensure a safer community					
6.3.01 Undertake annual reviews of the City's Local Emergency Management Arrangements (LEMAs)	5.2.2 Emergency Services	01/07/2017	30/06/2018	100	03/04/2018 - The review is complete and has been accepted by Council.
6.3.02 Develop annual mitigation or treatment works based on City's Bush Fire Risk Management Plans (BRMP)	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	11/04/2018 - Based on risk, fuel loading assessments are undertaken throughout the year to determine priorities. Risk management is a collaborative approach to the organisation.
6.3.03 Monitor and Implement Vehicle Movement and Harvest Bans in accordance with Bush Fires Act 1954	5.2.2 Emergency Services	01/07/2017	30/06/2018	75	03/04/2018 - This action is business as usual.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.4 Use the latest technology and partner with other agencies to provide quality services, collections and programmes that meet the needs of the community					
6.4.01 Further develop and implement the Library Local History Plan	4.4 Library	01/07/2017	30/06/2018	75	<p>03/04/2018 - The Inaugural Local History Photography competition was launched with a series of workshops throughout February and March.</p> <p>Interaction with the City's Voices of Kwinana portal has far exceeded the expected target of 300 views with a figure of 3545 views for the quarter (care must be taken when interpreting this figure however, as some of the views were due to internal testing).</p> <p>10 Local History events took place this quarter.</p> <p>There has been less of a focus on adding Local History images to the library collection recently due the impending change to a new Library Management System. We have been advised that the costs to migrate this type of data may be high in comparison with the costs of staff time taken to catalog images after the migration.</p>

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.4.02 Further develop and implement the Library Youth Services Strategic Plan for the provision of literacy and youth programs	4.4 Library	01/07/2017	30/06/2018	75	<p>04/04/2018 - The Youth Services area has provided programming to 251 Storytime, 123 Toddlertime, 117 Rhymetime, 8 Homework Club and 70 CoderDojo participants throughout Term 1, and 98 School Holiday Program attendees during the quarter. 38 children attended Sing and Grow sessions and 7 parents attended Parenting group sessions.</p> <p>CoderDojo was launched in Term 1 2018, and has been well received to date. Teen Club did not run during this time, but this may be reconsidered in future.</p> <p>Options for achieving the implementation of a LETS (Learning English Through Storytime) program are being investigated.</p>
6.4.03 Further develop and implement the Library E-Services Strategic Plan	4.4 Library	01/07/2017	30/06/2018	75	<p>11/04/2018 - Progress has been made this quarter toward migrating to a new library management system. Work has begun on mapping the data and clearing the current system of obsolete data that does not need to be converted.</p> <p>The rolling stock take was delayed due to equipment not working, which has now been resolved and stock take of library items has begun again.</p> <p>Further work has progressed with the eSmart initiative, including revising the library's Code of Conduct, and surveying the public and library staff on their use of technology and understanding of safe technology use. These survey results will assist in implementing training and programs to fill skills gaps.</p>

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Action	Business Unit	Start Date	Finish Date	Status	Comments
6.4.04 Review the Library Collection Development Guidelines	4.4 Library	01/07/2017	30/06/2018	75	11/04/2018 - The Library Collection Development Guidelines will require further review next quarter. It is expected that the Service Review will focus priorities.
6.4.05 Further develop and implement the Library Adult Services Plan for the provision of literacy and lifelong learning programs and potential grant funding	4.4 Library	01/07/2017	30/06/2018	75	11/04/2018 - 13 deliveries were made to 155 Home Library recipients this quarter. 3 adult events were held, including 1 Seniors Morning Tea and 2 other adult events, with a total of 122 participants attending.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.5 Engage, support, resource and inspire educators to work collaboratively with families to ensure each child reaches their full potential					
6.5.01 Maintain the highest qualification in the National Quality Framework (NQF)	4.7 Family Day Care	01/07/2017	30/06/2018	100	11/04/2018 - Bright Futures continues to ensure its service is meeting the highest qualification in the National Quality Standards, we are following up on recent assessment visits to educators homes, giving advice and suggestions where needed, whilst also providing educators with the tools to help make these processes easier.
6.5.02 Provide services to support access to FDC for Aboriginal parents	4.7 Family Day Care	01/07/2017	30/06/2018	100	21/03/2018 - The Mooditj Kulungar Play group is running well with a good turnout of Mums and Bubs attending. We continue to include the group in Bright Futures activities ensuring they feel a valued part of our service. This also helps in the community spreading the word about our service should any families wish to use childcare.
6.5.03 Monitor the new funding model for the FDC Service and examine the most cost effective provision of corporate services	4.7 Family Day Care	01/07/2017	30/06/2018	100	11/04/2018 - The service continues to support itself without funding, and budgets have been completed for the next financial year. Fees to educators will rise by 10c per hour of care sold next financial year, which is the first rise in costs for 3 years. This is showing that Bright Futures is maintaining financial sustainability with the current model being used.
6.5.04 Review service policies with input from educators, staff and families	4.7 Family Day Care	01/07/2017	30/06/2018	95	21/03/2018 - Our policies are nearing completion and are going through their final review by staff and will be formatted and sent out to educators within the next 2 months.
6.5.05 Review all systems and processes used to provide in-home care	4.7 Family Day Care	01/07/2017	30/06/2018	100	11/04/2018 - This action is ongoing.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.6 To implement the long term strategic land use planning for the social, economic and environmental wellbeing of the City					
6.6.01 Undertake regular reviews of the City's Developer Contribution Schemes in accordance with State Planning Policy 3.6 and the City's Scheme	3.1 Planning and Development	01/07/2017	30/06/2019	75	11/04/2018 - Ongoing work is undertaken as required under the City's Local Planning Scheme and polices relating to developer contributions. The City is heavily focused on finalising a number of scheme amendments (LPS Amendments 132 & 145) to introduce new and reviewed development contribution plans into the Scheme.
6.6.02 Prepare a new Local Planning Scheme	3.1 Planning and Development	01/07/2017	30/06/2019	10	10/04/2018 - This work is impacted on by an internal review and consultation about how best to progress the new Local Planning Strategy. The new local planning scheme will follow on closely from the planning strategy and is critical for implementation of the strategy. Until there is clarity about the nature and recommendations of a strategy, the new scheme is pending. Likely to be progressed in the later half of 2019/2020 and into 2020/2021.
6.6.04 Create a Signage Policy	3.1 Planning and Development	01/07/2017	30/06/2018	75	10/04/2018 - A working draft Signage Policy has been prepared for consultation and is intended to be advertised in May/June for public comment. The policy would then be placed back to Council for its consideration for adoption.
6.6.05 Create a Telecommunications Policy	3.1 Planning and Development	01/07/2017	30/06/2018	25	11/04/2018 - The City's Planning Department are preparing a working draft for consultation internally and with elected members. It is anticipated that the draft policy could then be advertised for public comment.

Action	Business Unit	Start Date	Finish Date	Status	Comments
6.7 Deliver high quality services to internal and external customers in the assessment of applications and inspection of buildings					
6.7.01 Ensure Building Compliance across the City	3.2 Building Services	01/07/2017	30/06/2018	50	11/04/2018 - This action is ongoing.
6.7.02 Review and ensure efficient Building processes	3.2 Building Services	01/07/2017	30/06/2018	0	11/04/2018 - Current processes will be evaluated and amended in the near future.
6.7.03 Implement a Builder Satisfaction Survey	3.2 Building Services	01/07/2017	30/06/2018	40	11/04/2018 - Questions for the survey have been refined and are to be reviewed.
6.8 Provide services and advice to the community and all stakeholders to comply with statutory obligations to achieve a healthy community and environment					
6.8.01 Develop a Public Health Plan consistent with legislative requirements	3.3 Environmental Health	01/07/2017	30/06/2018	10	11/04/2018 - This action will progress later in the financial year.
6.8.02 Work with Community Engagement to review processes in place to guarantee health compliance at all events annually	3.3 Environmental Health	01/07/2017	30/06/2018	75	11/04/2018 - The events process was reviewed in 2016/17. More workshops are proposed in 2018 to facilitate compliance of events.
6.8.03 Implement a Mosquito and Midge Management Plan for Kwinana	3.3 Environmental Health	01/07/2017	30/06/2018	20	03/04/2018 - A literature review is in progress.
6.8.04 Review the City of Kwinana health policies and procedures as a result of the introduction of the Public Health Plan and any associated delegations or authorisations	3.3 Environmental Health	01/07/2017	30/06/2018	30	03/04/2018 - Urban Environment and Animal Local Laws are being drafted and reviewed.
6.8.06 Prepare a Risk and Hazard Management Plan that considers the City's known contaminated sites	3.3 Environmental Health	01/07/2017	30/06/2018	70	11/04/2018 - The plan was completed and is now being executed.

16.4 Statement of Objects and Reasons and Proposed 2018/2019 Differential Rates and Minimum Payments

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

For Council to consider the Statement of Objects and Reasons and proposed differential rates and minimum payments for the 2018/2019 financial year for the purpose of advertising and seeking public submissions as required by the *Local Government Act 1995*.

OFFICER RECOMMENDATION:

That Council endorse the advertising of:

1. City of Kwinana Statement of Objects and Reasons (Attachment __) and;
2. The following proposed differential rates and minimum payments for 2018/2019 (based on ____% general increase):

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential		
GRV Improved Special Residential		
GRV Vacant Residential		
GRV Vacant – Non Residential		
GRV Light Industrial and Commercial		
GRV General Industry and Service Commercial		
GRV Large Scale General Industry and Service Commercial		
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial		
UV Rural		
UV Mining and Industrial		

DISCUSSION:

In line with City of Kwinana's annual budget cycle, City Officers seek Council endorsement to adopt the Statement of Objects and Reasons and the differential rates and minimum payments for the purpose of advertising and seeking public submissions.

Before the City of Kwinana can impose differential rates, Council must advertise the proposed differential rates for a minimum of 21 days. The advertising period can occur up to two months prior to adoption of the budget. This period of advertising allows ratepayers the ability to consider the proposed Objects and Reasons and the advertised rates in the dollar and make any submissions prior to Council's adoption of the rates as part of the 2018/2019 budget. The advertising process does not prohibit Council amending the rate model at budget adoption.

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

Additionally, in accordance with the *Local Government Act 1995*, Council must seek approval from the Minister to raise a differential rate more than twice the lowest differential rate. The two rate categories that Council must seek Ministerial approval for are:

1. Vacant Residential (GRV) – This is more than twice the Improved Special Residential rate category; and
2. General Industrial (UV) – This is more than twice the Rural rate category.

Further to this, the City applies minimum payments in accordance with the *Local Government Act 1995*. The *Local Government Act 1995* states that a local government may not have more than 50% of its properties in any one class of property on minimum payments or in total over the district. However, there is a provision in the *Local Government Act 1995* that allows for a vacant land rate category to have more than 50% of properties on minimum payments if approval from the Minister is obtained. This is a common request by local governments. For 2018/2019, the City will need to apply to the Minister for Local Government as there are more than 50% of vacant properties on the minimum rate for the Vacant Residential rate category. Based on a 3% and a 3.5% increase on the minimum payment, the number of minimum rated vacant properties is forecast to be approximately 68.98% of the total Vacant Residential properties. This percentage is the same amount as the number of Vacant Residential properties on minimum rate as at 17 April 2018. The alternative to this process is to reduce minimum payments to a level which complies with the 50% requirement (which would result in a reduction in rates revenue) or increase the rate in the dollar for Vacant Residential properties.

The City continues to have the Vacant Residential rate in the dollar higher than the Improved Residential rate in the dollar as an objective to promote land development rather than land banking.

In arriving at the proposed rates in the dollar, City Officers have attempted to balance the need for revenue to fund the requirements of local government services, activities, maintenance of assets, financing costs and capital infrastructure requirements with the desire to limit any increase on the ratepayer to affordable levels.

Therefore, an increase of 3% or 3.5% in the rates in the dollar and minimum payments for a City that is still undergoing a considerable growth phase is conservative and levels of service will need to be reviewed during the 2018/2019 financial year.

Throughout the differential rating process, the City has been committed to harmonising its rating structure to achieve best practice in relation to its implementation and administration of rates. Therefore, a key focus area continues to be reviewing the rate categories ensuring that properties are rated in a fair and equitable manner, having due regard to objectivity, consistency, transparency and administrative efficiency.

To continue to achieve the rate harmonisation process, it is proposed that the UV rating categories be fully harmonised in 2018/2019, resulting in three UV categories, UV – General Industry, UV - Mining and Industrial, and UV – Rural, and for the GRV rating categories to continue to move towards harmonisation over a five-year period. This can be further explained in the following table:

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

2017/2018 – Rating Categories	2018/2019 – Proposed Rating Categories	2023/24 – Proposed Rating Categories
GRV		
Improved Residential	Improved Residential	Improved Residential
Improved Special Residential	Improved Special Residential	
Vacant Residential	Vacant Residential	Vacant (includes vacant residential, commercial and industrial properties)
	Vacant Non Residential	
Light Industrial and Commercial	Light Industrial and Commercial	Improved Commercial and Industrial
General Industry and Service Commercial	General Industry and Service Commercial	
Large Scale General Industry and Service Commercial	Large Scale General Industry and Service Commercial	
UV		
General Industry	General Industry	General Industry
Rural	Rural	Rural
Urban / Urban Deferred		
Mining	Mining and Industrial (Name change only)	Mining and Industrial (Name change only)

The strategy to harmonise the GRV rating categories will take an estimated five years to ensure that any properties impacted financially will transition over time and not receive a significant financial burden in any one year. For the 2018/2019 financial year, to commence harmonising the rates, the following additional rates increases/(decreases), in addition to the general rate increase proposed, will need to apply to reach the proposed rating categories identified in the table above by 2023/2024:

Rating Category	Gap at 30 June 2018	18/19 Additional Impact on Rates
GRV		
Improved Residential	0.00%	0.00%
Improved Special Residential	12.83%	2.57%
Vacant Residential	0.00%	0.00%
Vacant Non Residential – (from LIC)	0.00%	0.00%
Vacant Non Residential – (from GISC)	5.74%	1.15%
Vacant Non Residential – (from LGISC)	1.87%	0.37%

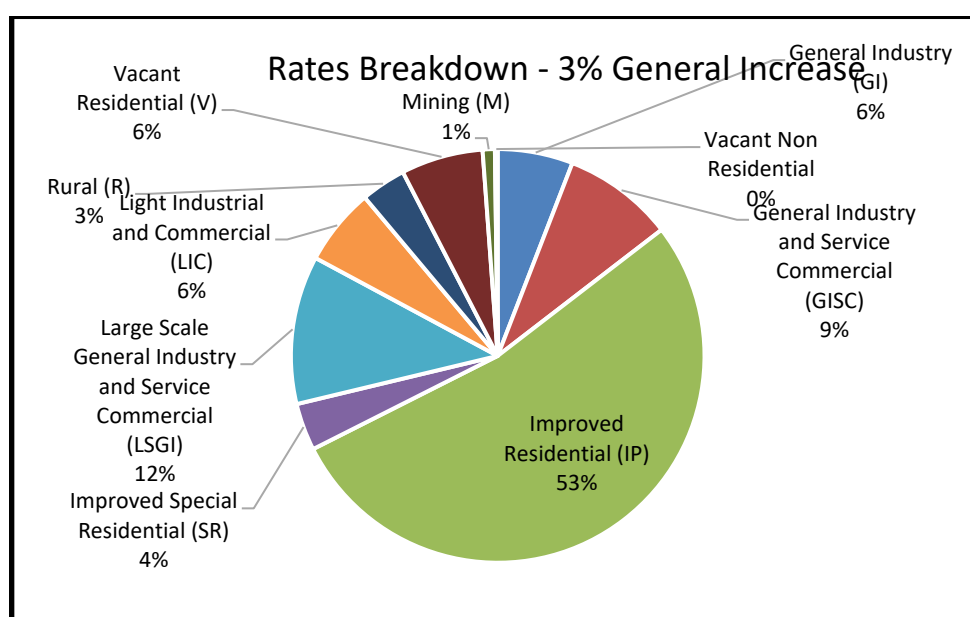
16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

Light Industrial and Commercial (LIC)	0.00%	0.00%
General Industry and Service Commercial (GISC)	5.74%	1.15%
Large Scale General Industry and Service Commercial (LGISC)	1.87%	0.37%
UV		
General Industry	0.00%	0.00%
Mining	0.00%	0.00%
Rural	0.00%	0.00%
Urban / Urban Deferred	(18.23%)	(18.23%)

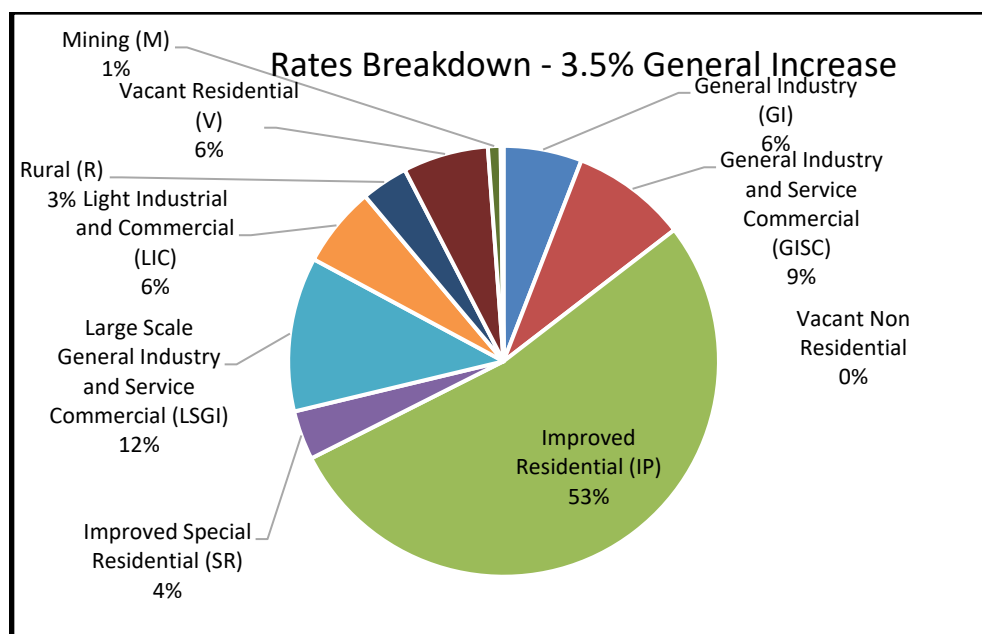
In line with harmonising the City's rating categories, a review of the currently charged Environmental Levy was conducted. In 2017/2018, each assessable property was levied a rate to fund expenditure associated with contaminated sites, verge/bush collection, litter pick up and graffiti. The rates in the dollar for the Environmental Levy in 2017/2018 were \$0.002840 and \$0.000031 for GRV and UV properties respectively. As a result of the rate in the dollar being low, all properties were paying the minimum rate of \$63.00 for 2017/2018. The type of expenditure that is being funded is generally classed as ordinary municipal expenditure and covered through the general rating process. It is proposed that the Environmental Levy be removed as part of the 2018/2019 rating process, and general rates be adjusted accordingly to factor in the same level of revenue that would have been received should the minimum levy of \$63.00 have been maintained.

The City of Kwinana continues to grow, and the costs associated in providing additional services to meet the needs of the community continue to increase.

The graphs below represent the total rates to be levied under the proposed differential rate categories and the contribution for each category based on a 3% and a 3.5% general increase, incorporating the phased harmonisation and absorption of the Environmental Levy*:



16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS



* The total rate revenue may change as interim rates for the 2017/2018 financial year will continue to be processed until 30 June 2018 and the valuations for these properties will impact the rate modelling that has been performed.

The proposed differential rates and minimum payments for the 2018/2019 financial year based on an average 3% and a 3.5% increase are detailed below:

3% General Increase	Rate in Dollar	Minimum Payment	No. of Properties	Rateable Value	Budgeted Rate Revenue
Minimum					
GRV					
General Industry and Service Commercial (GISC)	0.08853	1341	38	330,342	50,958
Improved Residential (IP)	0.07808	1031	1,709	20,542,732	1,761,979
Improved Special Residential (SR)	0.07087	1031	3	40,820	3,093
Light Industrial and Commercial (LIC)	0.09261	1341	26	267,341	34,866
Vacant Residential (V)	0.16749	1031	945	4,925,403	974,295
GRV Total			2,721	26,106,638	2,825,191
UV					
Rural (R)	0.00502	1031	64	9,608,600	65,984
Mining (M)	0.00868	1341	14	30,060	18,774
UV Total			78	9,638,660	84,758
Minimum Total			2,799	35,745,298	2,909,949
Non Minimum					
GRV					
General Industry and Service Commercial (GISC)	0.08853	1341	333	35,794,381	3,168,877
Improved Residential (IP)	0.07808	1031	13,119	229,260,336	17,900,647
Improved Special Residential (SR)	0.07087	1031	809	19,308,831	1,368,417
Large Scale General Industry and Service Commercial (LSGI)	0.09123	1341	46	47,159,680	4,302,378
Light Industrial and Commercial (LIC)	0.09261	1341	145	23,824,693	2,206,405
Vacant Residential (V)	0.16749	1031	425	8,389,560	1,405,167
Vacant Non Residential	0.10263	1031	6	776,000	79,641
GRV Total			14,883	364,513,481	30,431,531
UV					
General Industry (GI)	0.01801	1341	3	121,200,000	2,182,812
Rural (R)	0.00502	1031	144	247,341,000	1,241,652
Mining (M)	0.00868	1341	25	38,616,000	335,187
UV Total			172	407,157,000	3,759,651
Non Minimum Total			15,055	771,670,481	34,191,182
Grand Total			17,854	807,415,779	37,101,131

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

3.5% General Increase	Rate in Dollar	Minimum Payment	No. of Properti	Rateable Value	Budgeted Rate Revenue
Minimum					
GRV					
General Industry and Service Commercial (GISC)	0.08894	1348	38	330,342	51,224
Improved Residential (IP)	0.07845	1036	1,709	20,542,732	1,770,524
Improved Special Residential (SR)	0.0712	1036	3	40,820	3,108
Light Industrial and Commercial (LIC)	0.09304	1348	26	267,341	35,048
Vacant Residential (V)	0.16828	1036	945	4,925,403	979,020
GRV Total			2,721	26,106,638	2,838,924
UV					
Rural (R)	0.00505	1036	64	9,608,600	66,304
Mining (M)	0.00872	1348	14	30,060	18,872
UV Total			78	9,638,660	85,176
Minimum Total			2,799	35,745,298	2,924,100
Non Minimum					
GRV					
General Industry and Service Commercial (GISC)	0.08894	1348	333	35,794,381	3,183,552
Improved Residential (IP)	0.07845	1036	13,119	229,260,336	17,985,473
Improved Special Residential (SR)	0.0712	1036	809	19,308,831	1,374,789
Large Scale General Industry and Service Commercial (LSGI)	0.09166	1348	46	47,159,680	4,322,656
Light Industrial and Commercial (LIC)	0.09304	1348	145	23,824,693	2,216,649
Vacant Residential (V)	0.16828	1036	425	8,389,560	1,411,795
Vacant Non Residential	0.10304	1036	6	776,000	79,959
GRV Total			14,883	364,513,481	30,574,874
UV					
General Industry (GI)	0.0181	1348	3	121,200,000	2,193,720
Rural (R)	0.00505	1036	144	247,341,000	1,249,072
Mining (M)	0.00872	1348	25	38,616,000	336,732
UV Total			172	407,157,000	3,779,524
Non Minimum Total			15,055	771,670,481	34,354,398
Grand Total			17,854	807,415,779	37,278,498

The draft differential rate model (3% increase) will raise \$37,101,131 and the draft differential rate model (3.5% increase) will raise \$37,278,498. The following tables summarise the minimum payments and the rate in the dollar for the differential rating categories based on a 3% and a 3.5% general increase:

3% General Increase

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential	1,031	0.07808
GRV Improved Special Residential	1,031	0.07087
GRV Vacant Residential	1,031	0.16749
GRV Vacant – Non Residential	1,031	0.10263
GRV Light Industrial and Commercial	1,341	0.09261
GRV General Industry and Service Commercial	1,341	0.08853
GRV Large Scale General Industry and Service Commercial	1,341	0.09123
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial	1,341	0.01801
UV Rural	1,031	0.00502
UV Mining and Industrial	1,341	0.00868

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

3.5% General Increase

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential	1,036	0.07845
GRV Improved Special Residential	1,036	0.07120
GRV Vacant Residential	1,036	0.16828
GRV Vacant – Non Residential	1,036	0.10304
GRV Light Industrial and Commercial	1,348	0.09304
GRV General Industry and Service Commercial	1,348	0.08894
GRV Large Scale General Industry and Service Commercial	1,348	0.09166
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial	1,348	0.01810
UV Rural	1,036	0.00505
UV Mining and Industrial	1,348	0.00872

City Officers will continue to receive valuation updates from Landgate as a result of subdivisions and improvements to properties which may impact the total revenue to be received prior to budget adoption.

The Statement of Objects and Reasons details the proposed characteristics, objects and reasons for each rating category. A copy of the City of Kwinana Statement of Objects and Reasons is contained within Attachment A for an average rate increase of 3%. A copy of the City of Kwinana Statement of Objects and Reasons is contained within Attachment B should Council wish to pursue a rate increase of 3.5%.

LEGAL/POLICY IMPLICATIONS:

Local Government Act 1995:

s6.33. Differential general rates

- (1) *A local government may impose differential general rates according to any, or a combination, of the following characteristics —*
 - (a) *the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
 - (b) *a purpose for which the land is held or used as determined by the local government; or*
 - (c) *whether or not the land is vacant land; or*
 - (d) *any other characteristic or combination of characteristics prescribed.*
- (2) *Regulations may —*
 - (a) *specify the characteristics under subsection (1) which a local government is to use; or*
 - (b) *limit the characteristics under subsection (1) which a local government is permitted to use.*

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

- (3) *In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.*
- (4) *If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.*
- (5) *A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation¹ is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.*

s6.35. Minimum payment

- (1) *Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.*
- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of —*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —*
 - (a) *to land rated on gross rental value; and*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.*

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

s6.36. Local government to give notice of certain rates

- (1) *Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) *A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) *A notice referred to in subsection (1) —*
 - (a) *may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency; and*
 - (b) *is to contain —*
 - (i) *details of each rate or minimum payment the local government intends to impose; and*
 - (ii) *an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) *any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed; and*
 - (c) *is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) *The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) *Where a local government —*
 - (a) *in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) *proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4), it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.*

In summary, the Council must give local public notice, detail each rate in the dollar and minimum payment and make available the Objects and Reasons for its differential rating categories. A minimum period of 21 days must be provided for the community to provide feedback. Any submissions received must be considered by Council prior to the request for Minister's approval and adoption of rates.

FINANCIAL/BUDGET IMPLICATIONS:

The differential rates model as endorsed by Council will directly influence Council's ability to fund expenditure requirements proposed to be included in the 2018/2019 budget and the Long Term Financial Plan.

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

Expenses will be incurred in relation to advertising, which are accommodated within the current budget.

ASSET MANAGEMENT IMPLICATIONS:

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

The item forms part of achieving the following key actions within the City's Corporate Business Plan 2017-2022

5.4.2	Create a Rating Strategy
5.4.4	Prepare the Annual Budget for adoption
5.4.10	Review land uses and their rating categories to ensure fair and equitable rating within the City

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Failing to advertise the notice of intention to raise rates for the 2018/2019 financial year
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Strategic
Consequence	Major
Likelihood	Rare
Rating (before treatment)	Low
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Council adopt rates for advertising in accordance with the requirements of the <i>Local Government Act 1995</i> .
Rating (after treatment)	Low

16.4 STATEMENT OF OBJECTS AND REASONS AND PROPOSED 2018/2019 DIFFERENTIAL RATES AND MINIMUM PAYMENTS

COUNCIL DECISION

153

MOVED CR M KEARNEY

SECONDED CR W COOPER

That Council endorse the advertising of:

1. City of Kwinana Statement of Objects and Reasons (Attachment B) and;
2. The following proposed differential rates and minimum payments for 2018/2019 (based on 3.5% general increase):

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential	1,036	0.07845
GRV Improved Special Residential	1,036	0.07120
GRV Vacant Residential	1,036	0.16828
GRV Vacant – Non Residential	1,036	0.10304
GRV Light Industrial and Commercial	1,348	0.09304
GRV General Industry and Service Commercial	1,348	0.08894
GRV Large Scale General Industry and Service Commercial	1,348	0.09166
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial	1,348	0.01810
UV Rural	1,036	0.00505
UV Mining and Industrial	1,348	0.00872

**CARRIED
7/0**

NOTE – That the Officer Recommendation has been amended to reflect the attachment, table and percent of the general increase moved by Council.



STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATE CATEGORIES 2018/2019

In accordance with section 6.36 of the *Local Government Act 1995* and the Council's "Notice of Intention to Levy Differential Rates and Minimum Payments", the following information details the objects and reasons for each rate category.

Summary

The following are the proposed Differential General Rates and Minimum Payments for the City of Kwinana for the 2018/2019 financial year, to be effective from 1 July 2018.

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential	1,031	0.07808
GRV Improved Special Residential	1,031	0.07087
GRV Vacant Residential	1,031	0.16749
GRV Vacant – Non Residential	1,031	0.10263
GRV Light Industrial and Commercial	1,341	0.09261
GRV General Industry and Service Commercial	1,341	0.08853
GRV Large Scale General Industry and Service Commercial	1,341	0.09123
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial	1,341	0.01801
UV Rural	1,031	0.00502
UV Mining and Industrial	1,341	0.00868

The above rate model is estimated to yield \$37,101,131 in rate revenue based on information current at 17 April 2018.

What are Rates?

Rates are a tax levied on all rateable properties within the boundaries of the City of Kwinana in accordance with the *Local Government Act 1995*. The overall objective of the proposed rates in the 2018/2019 Budget is to provide for the net funding requirements of the City's services, activities, financing costs and the current and future capital requirements of the City, after taking into account all other forms of

Administration

Cnr Gilmore Ave & Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966 | **Hours** Mon-Fri 8am-5pm (Cashier hours 8am-4pm)
Telephone 08 9439 0200 | **Facsimile** 08 9439 0222 | **TTY** 08 9419 7513 | admin@kwinana.wa.gov.au | www.kwinana.wa.gov.au

revenue. The formulation of a rating system is about achieving a means by which Council can raise sufficient revenue to pay for the services it provides. Throughout Australia, the basis of using property valuations has been found to be the most appropriate means of achieving rating equity; however, the achievement of a wholly equitable rating system for all properties, in all areas, is a difficult task if it is based on the property valuations alone. For this reason, there are refinement options made available, such as differential rating, that the City of Kwinana has elected to use. In Western Australia, land is valued by Landgate Valuation Services (Valuer General's Office – a State Government agency) and those valuations are forwarded to each Local Government. Two types of values are calculated - Gross Rental Value (GRV) which generally applies to urban, non-rural areas; and Unimproved Value which generally applies to rural land.

Rating Provisions – Local Government Act 1995

The *Local Government Act 1995* sets out the basis on which differential general rates may be based as follows:

Section 6.32. Rates and service charges

(1) When adopting the annual budget, a local government –

- 1. in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either –*
 - (i) uniformly; or*
 - (ii) differentially*

Differential Rates

Section 6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics —

- (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
- (b) a purpose for which the land is held or used as determined by the local government; or*
- (c) whether or not the land is vacant land; or*

(d) any other characteristic or combination of characteristics prescribed.

(2) Regulations may —

(a) specify the characteristics under subsection (1) which a local government is to use; or

(b) limit the characteristics under subsection (1) which a local government is permitted to use.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.

(5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation 1 is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

Minimum Payments

Section 6.35. Minimum Payment

(1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.

(2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

(3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —

*(a) 50% of the total number of separately rated properties in the district;
or*

(b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.

(4) A minimum payment is not to be imposed on more than the prescribed percentage of —

(a) the number of separately rated properties in the district; or

(b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.

(5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.

(6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —

(a) to land rated on gross rental value; and

(b) to land rated on unimproved value; and

(c) to each differential rating category where a differential general rate is imposed.

Gross Rental Value (GRV)

Council has adopted differential rates in its Gross Rental Valuation area utilising the valuations supplied by the Valuer General (VG) for the following categories:

1. GRV Improved Residential
2. GRV Improved Special Residential
3. GRV Vacant Residential
4. GRV Vacant – Non Residential
5. GRV Light Industrial and Commercial
6. GRV General Industry and Service Commercial
7. GRV Large Scale General Industry and Service Commercial

It is Council's intention to continue to achieve the rate harmonisation process. Additionally it is proposed that the UV rating categories be fully harmonised in 2018/2019, resulting in three UV categories, UV – General Industry, UV - Mining and

Industrial, and UV – Rural, and for the GRV rating categories to continue to move towards harmonisation over a five year period. This can be further explained in the following table:

2017/2018 – Rating Categories	2018/2019 – Proposed Rating Categories	2023/24 – Proposed Rating Categories
GRV		
Improved Residential	Improved Residential	Improved Residential
Improved Special Residential	Improved Special Residential	
Vacant Residential	Vacant Residential	Vacant (includes vacant residential, commercial and industrial properties)
	Vacant Non Residential	
Light Industrial and Commercial	Light Industrial and Commercial	Improved Commercial and Industrial
General Industry and Service Commercial	General Industry and Service Commercial	
Large Scale General Industry and Service Commercial	Large Scale General Industry and Service Commercial	
UV		
General Industry	General Industry	General Industry
Rural	Rural	Rural
Urban / Urban Deferred		
Mining	Mining and Industrial (Name change only)	Mining and Industrial (Name change only)

The strategy to harmonise the GRV rating categories will take an estimated five years to ensure that any properties impacted financially will transition over time and not receive a significant financial burden in any one year. For the 2018/2019 financial year, to commence harmonising the rates, the following additional rates increases/ (decreases), in addition to the general rate increase proposed, will need to apply to reach the proposed rating categories identified in the table above by 2023/2024:

Administration

Rating Category	Gap at 30 June 2018	18/19 Additional Impact on Rates
GRV		
Improved Residential	0.00%	0.00%
Improved Special Residential	12.83%	2.57%
Vacant Residential	0.00%	0.00%
Vacant Non Residential – (from LIC)	80.86%	16.17%
Vacant Non Residential – (from GISC)	91.23%	18.25%
Vacant Non Residential – (from LSGISC)	84.24%	16.85%
Light Industrial and Commercial	0.00%	0.00%
General Industry and Service Commercial (GISC)	5.74%	1.15%
Large Scale General Industry and Service Commercial (LSGISC)	1.87%	0.37%
UV		
General Industry	0.00%	0.00%
Mining	0.00%	0.00%
Rural	0.00%	0.00%
Urban / Urban Deferred	(18.23%)	(18.23%)

The rates in the dollar are based on the general valuation as supplied by the Valuer General (VG) in respect of gross rental values (GRV's) effective from 1 July 2017. The Valuer General is required to maintain valuations of all rateable land in Western Australia for rating and taxing purposes. These values are assessed every three years by Landgate Valuers to complete what is known as a General Valuation. Every property is valued at a date set by the Valuer General and this is referred to as the Date of Valuation. Rating valuations are therefore assessed at a snapshot in time reflecting the property market for the local area at the same time. This ensures consistency and fairness in the allocation of rates.

The current GRV has a date of valuation of 1 August 2015. The GRV is determined by collecting rental evidence to determine the fair rental value for each property. The rental value for a house or other GRV property will be influenced by factors such as age, construction, size, car shelters, pools and locations. As the GRV is currently

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assessed every three years, despite possible changes to the rental market, the GRV remains fixed until the next general valuation.

Unimproved Valuation (UV)

Council has adopted the following differential general rating categories for UV properties:

1. UV General Industry
2. UV Mining and Industrial
3. UV Rural

This sees the consolidation of the UV Rural and UV Urban/Urban Deferred differential general rating categories.

The Valuer General determines unimproved values annually with a valuation roll provided to local governments. The City has completed rates modelling including the revaluations received in effect from 1 July 2018.

Proposed Differential General Rates and General Minimum Payments

Following are the objects and reasons for each of the differential rating categories for the 2018/2019 financial year.

GRV Improved Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is zoned for the purpose of:

- (a) Residential under Town Planning Scheme No 2 and is not vacant land, excluding land held or used for Commercial purposes; or
- (b) Special Residential under Town Planning Scheme No 2 and is not vacant land; or
- (c) Town Centre Residential under Town Planning Scheme No 3 and is not vacant land; or
- (d) Kwinana Town Centre under Town Planning Scheme No 2 and is held or used for residential purposes or is residential under an approved Local Structure Plan and is not vacant land; or

- (e) Development under Town Planning Scheme No 2 and Residential under an approved Local Structure Plan and is not vacant land; or
- (f) Development under Town Planning Scheme No 2 and Mixed Use under an approved Local Structure Plan and is held or used for residential purposes and is not vacant land.

The object of this rate is to apply a base differential general rate to land zoned and used for residential purposes and to act as the City's benchmark differential rate by which all other GRV rated properties are assessed.

The reason for this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.

The proposed rate in the dollar for this category is 7.808 cents, with a minimum payment of \$1,031. It will be applied to 14,828 of the City's rateable properties and deliver 53.00% of the proposed rate income.

GRV Improved Special Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

- (a) zoned for the purpose of:
 - (i) Special Rural under Town Planning Scheme No 2 and is not vacant land; or
 - (ii) Urban or Urban Deferred under the Metropolitan Region Scheme and is not vacant land; or
 - (iii) Rural A under Town Planning Scheme No 2 and is not vacant land; or
 - (iv) Rural Water Resource under Town Planning Scheme No 2 and is not vacant land; or
 - (v) Development under Town Planning Scheme No 2 and is not vacant land; or
 - (vi) Park, Recreation and Drainage under Town Planning Scheme No 2 and is not vacant land; or

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(b) held or used for residential purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000 and is not vacant land; and

(c) held or used for residential purposes referred to in paragraphs (a) or (b).

The object of this rate category is to provide a lower differential rate for proposed characteristics of the Improved Special Residential rate category that is consistent with access to and provision of services to residential properties in a rural setting.

The reason for this rate is to reflect the lower demand on City resources, such as, lower impacts on transport infrastructure, when compared to the other GRV differential rating categories. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.

The proposed rate in the dollar for this category is 7.087 cents, with a minimum payment of \$1,031. It will be applied to 812 of the City's rateable properties and deliver 3.70% of the proposed rate income.

GRV Vacant Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for residential uses.

The object of this rate is to promote the development of vacant land within the City's district.

The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant residential land.

The proposed rate in the dollar for this category is 16.749 cents, with a minimum payment of \$1,031. It will be applied to 1370 of the City's rateable properties and deliver 6.41% of the proposed rate income.

GRV Vacant – Non Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for any other purposes/uses other than residential.

The object of this rate is to promote the development of vacant land within the City's district.

The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant land.

The proposed rate in the dollar for this category is 10.263 cents, with a minimum payment of \$1,031. It will be applied to 6 of the City's rateable properties and deliver 0.21% of the proposed rate income.

GRV Light Industrial and Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

(a) zoned for the purpose of:

- (i) Light Industry under Town Planning Scheme No 2; or
- (ii) Commercial under Town Planning Scheme No 2; or
- (iii) Kwinana Town Centre under Town Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or
- (iv) Mixed Business under Town Planning Scheme No 2; or
- (v) Special Use under Town Planning Scheme No 2; or
- (vi) General Town Centre under Town Planning Scheme No 3; or
- (vii) Shopping/Business under Town Planning Scheme No 3; or
- (viii) Market Square under Town Planning Scheme No 3; or
- (ix) Mixed Use under Town Planning Scheme No 2; or
- (x) Residential under Town Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or
- (xi) Development under the Town Planning Scheme No 2 and Mixed Use or any other purpose referred to in paragraph (a)(i)-(ix) under an approved Local Structure Plan; or
- (xii) Parks and Recreation under the Metropolitan Regional Scheme.

and

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(b) Is not vacant land.

The object of this rate category is to apply a higher differential rate so as to raise additional revenue to offset the increased costs associated with service provision to these properties.

The reason for this rate is that a higher differential rate is required to meet the higher level of service costs associated with Light Industrial and Commercial properties and the localities within which they are situated, including costs of:

- (a) provision and maintenance of transport and streetscape infrastructure including car parking and traffic treatments; and
- (b) the management, administration and delivery of marketing activities aimed at enhancing the economic and social viability, and the general amenity of the Kwinana City Centre.

The proposed rate in the dollar for this category is 9.261 cents, with a minimum payment of \$1,341. It will be applied to 171 of the City's rateable properties and deliver 6.04% of the proposed rate income.

GRV General Industry and Service Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

- (a) zoned for the purpose of:
 - (i) General Industry or Service Commercial under Town Planning Scheme No. 2; or
 - (ii) Industrial use under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000; or
 - (iii) Rural A under Town Planning Scheme No. 2;

and

- (b) held or used for the purpose of General Industry and Service Commercial development, being an industrial or commercial use or development permissible under the zoning referred to in paragraph (a) and undertaken on land with a gross rental value of less than \$500,000;

and

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(c) is not vacant land.

The object of this differential rate category is to apply a differential rate to General Industry and Service Commercial properties (excluding properties within the Large Scale General Industry and Service Commercial differential rate category) in order to raise additional revenue to offset the costs associated with the increased maintenance of infrastructure and higher levels of service associated with properties in this category.

The reason for this rate is the need to offset the higher level of costs incurred by the City in servicing properties in this category, including but not limited to the cost of transport infrastructure maintenance and provision and costs relating to monitoring of land use/environmental impacts.

The proposed rate in the dollar for this category is 8.853 cents, with a minimum payment of \$1,341. It will be applied to 371 of the City's rateable properties and deliver 8.68% of the proposed rate income.

GRV Large Scale General Industry and Service Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

(a) zoned for the purpose of:

- (i) General Industry or Service Commercial under Town Planning Scheme No 2; or
- (ii) industrial use under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000;
- (iii) Rural A under Town Planning Scheme No. 2;

and

- (b) is held or used for the purpose of Large Scale General Industry and Service Commercial development, being an industrial or commercial use or development permissible under the zoning referred to in paragraph (a) and undertaken on land with a gross rental value of \$500,000 or greater;

and

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(c) is not vacant land.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance and renewal/refurbishment of transport infrastructure, and higher levels of service associated with properties in this category.

The reason for this rate is the need to offset the higher level of costs incurred by the City in servicing properties in this category, including the substantial cost of transport infrastructure maintenance and renewal/refurbishment due to significant heavy vehicle movements, and costs relating to monitoring of land use/environmental impacts.

The proposed rate in the dollar for this category is 9.123 cents, with a minimum payment of \$1,341. It will be applied to 46 of the City's rateable properties and deliver 11.60% of the proposed rate income.

UV General Industry

Zoned for the purpose of General Industry under Town Planning Scheme No 2.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to or associated with properties in this category.

The reason for this rate is to meet a significant proportion of the additional costs involved in servicing properties within this rate category, which include but are not limited to major outlays for transport infrastructure maintenance and renewal/refurbishment and significant costs relating to monitoring of land use and environmental impacts.

The proposed rate in the dollar for this category is 1.801 cents, with a minimum payment of \$1,341. It will be applied to 3 of the City's rateable properties and deliver 5.88% of the proposed rate income.

UV Mining and Industrial

This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis, which is:

- (a) zoned for the purpose of Rural B under Town Planning Scheme No 2; or
- (b) held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to properties in this category.

The reason for this rate is the need to offset the higher level of costs associated in servicing these properties, including the costs of transport infrastructure maintenance and renewal/refurbishment, and costs relating to monitoring of land use and environmental impacts.

The proposed rate in the dollar for this category is 0.868 cents, with a minimum payment of \$1,341. It will be applied to 39 of the City's rateable properties and deliver 0.95% of the proposed rate income.

UV Rural

This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis which is predominantly used or held for rural pursuits, rural industry or intensive agriculture, and:

- (a) is not zoned for the purpose of General Industry under Town Planning Scheme No 2; or
- (b) is not zoned for the purpose of Rural B under Town Planning Scheme No 2; or
- (c) is not held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.

The object of this rate category is to impose a differential rate commensurate with the rural use of land, which additionally is to act as the City's benchmark differential UV rate and is considered to be the base rate by which all other UV rated properties are assessed.

The reason for this rate is to ensure that all ratepayers on rural land make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.

The proposed rate in the dollar for this category is 0.502 cents, with a minimum payment of \$1,031. It will be applied to 208 of the City's rateable properties and deliver 3.52% of the proposed rate income.

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Minimum Payment

The City proposes to impose following minimum payments for each differential rating category:

GRV Rate Categories	Minimum Payment (\$)
GRV Improved Residential	1,031
GRV Improved Special Residential	1,031
GRV Vacant Residential	1,031
GRV Vacant – Non Residential	1,031
GRV Light Industrial and Commercial	1,341
GRV General Industry and Service Commercial	1,341
GRV Large Scale General Industry and Service Commercial	1,341
UV General Industrial	1,341
UV Mining and Industrial	1,341
UV Rural	1,031

The object of the minimum payment is to ensure that all ratepayers make an equitable contribution to rate revenue, to provide for the net funding requirements of the City's services, activities, financing costs, and current and future capital requirements as outlined in the Strategic Community Plan and Corporate Business Plan.

Each minimum payment has increased by the general rates increase of 3%.

Submissions

Submissions by ratepayers and electors in relation to the proposed differential rates may be made to Council within twenty one (21) days of this notice and close 5pm on Thursday 24 May 2018. Submissions are to be addressed to the: Chief Executive Officer, City of Kwinana, P.O. Box 21, Kwinana WA 6966; or by emailing admin@kwinana.wa.gov.au.



STATEMENT OF OBJECTS AND REASONS FOR DIFFERENTIAL RATE CATEGORIES 2018/2019

In accordance with section 6.36 of the *Local Government Act 1995* and the Council's "Notice of Intention to Levy Differential Rates and Minimum Payments", the following information details the objects and reasons for each rate category.

Summary

The following are the proposed Differential General Rates and Minimum Payments for the City of Kwinana for the 2018/2019 financial year, to be effective from 1 July 2018.

GRV Rate Categories	Minimum Payment (\$)	Rate in \$
GRV Improved Residential	1,036	0.07845
GRV Improved Special Residential	1,036	0.07120
GRV Vacant Residential	1,036	0.16828
GRV Vacant – Non Residential	1,036	0.10304
GRV Light Industrial and Commercial	1,348	0.09304
GRV General Industry and Service Commercial	1,348	0.08894
GRV Large Scale General Industry and Service Commercial	1,348	0.09166
UV Rate Categories	Minimum Payment (\$)	Rate in \$
UV General Industrial	1,348	0.01810
UV Rural	1,036	0.00505
UV Mining and Industrial	1,348	0.00872

The above rate model is estimated to yield \$37,278,498 in rate revenue based on information current at 17 April 2018.

What are Rates?

Rates are a tax levied on all rateable properties within the boundaries of the City of Kwinana in accordance with the *Local Government Act 1995*. The overall objective of the proposed rates in the 2018/2019 Budget is to provide for the net funding requirements of the City's services, activities, financing costs and the current and future capital requirements of the City, after taking into account all other forms of

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revenue. The formulation of a rating system is about achieving a means by which Council can raise sufficient revenue to pay for the services it provides. Throughout Australia, the basis of using property valuations has been found to be the most appropriate means of achieving rating equity; however, the achievement of a wholly equitable rating system for all properties, in all areas, is a difficult task if it is based on the property valuations alone. For this reason, there are refinement options made available, such as differential rating, that the City of Kwinana has elected to use. In Western Australia, land is valued by Landgate Valuation Services (Valuer General's Office – a State Government agency) and those valuations are forwarded to each Local Government. Two types of values are calculated - Gross Rental Value (GRV) which generally applies to urban, non-rural areas; and Unimproved Value which generally applies to rural land.

Rating Provisions – Local Government Act 1995

The *Local Government Act 1995* sets out the basis on which differential general rates may be based as follows:

Section 6.32. Rates and service charges

(1) When adopting the annual budget, a local government –

- 1. in order to make up the budget deficiency, is to impose* a general rate on rateable land within its district, which rate may be imposed either –*
 - (i) uniformly; or*
 - (ii) differentially*

Differential Rates

Section 6.33. Differential general rates

(1) A local government may impose differential general rates according to any, or a combination, of the following characteristics –

- (a) the purpose for which the land is zoned, whether or not under a local planning scheme or improvement scheme in force under the Planning and Development Act 2005; or*
- (b) a purpose for which the land is held or used as determined by the local government; or*
- (c) whether or not the land is vacant land; or*

(d) any other characteristic or combination of characteristics prescribed.

(2) Regulations may —

(a) specify the characteristics under subsection (1) which a local government is to use; or

(b) limit the characteristics under subsection (1) which a local government is permitted to use.

(3) In imposing a differential general rate a local government is not to, without the approval of the Minister, impose a differential general rate which is more than twice the lowest differential general rate imposed by it.

(4) If during a financial year, the characteristics of any land which form the basis for the imposition of a differential general rate have changed, the local government is not to, on account of that change, amend the assessment of rates payable on that land in respect of that financial year but this subsection does not apply in any case where section 6.40(1)(a) applies.

(5) A differential general rate that a local government purported to impose under this Act before the Local Government Amendment Act 2009 section 39(1)(a) came into operation 1 is to be taken to have been as valid as if the amendment made by that paragraph had been made before the purported imposition of that rate.

Minimum Payments

Section 6.35. Minimum Payment

(1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is greater than the general rate which would otherwise be payable on that land.

(2) A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.

(3) In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than —

*(a) 50% of the total number of separately rated properties in the district;
or*

(b) 50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.

(4) A minimum payment is not to be imposed on more than the prescribed percentage of —

(a) the number of separately rated properties in the district; or

(b) the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.

(5) If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.

(6) For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories —

(a) to land rated on gross rental value; and

(b) to land rated on unimproved value; and

(c) to each differential rating category where a differential general rate is imposed.

Gross Rental Value (GRV)

Council has adopted differential rates in its Gross Rental Valuation area utilising the valuations supplied by the Valuer General (VG) for the following categories:

1. GRV Improved Residential
2. GRV Improved Special Residential
3. GRV Vacant Residential
4. GRV Vacant – Non Residential
5. GRV Light Industrial and Commercial
6. GRV General Industry and Service Commercial
7. GRV Large Scale General Industry and Service Commercial

It is Council's intention to continue to achieve the rate harmonisation process. Additionally, it is proposed that the UV rating categories be fully harmonised in 2018/2019, resulting in three UV categories, UV – General Industry, UV - Mining and

Industrial, and UV – Rural, and for the GRV rating categories to continue to move towards harmonisation over a five-year period. This can be further explained in the following table:

2017/2018 – Rating Categories	2018/2019 – Proposed Rating Categories	2023/24 – Proposed Rating Categories
GRV		
Improved Residential	Improved Residential	Improved Residential
Improved Special Residential	Improved Special Residential	
Vacant Residential	Vacant Residential	Vacant (includes vacant residential, commercial and industrial properties)
	Vacant Non Residential	
Light Industrial and Commercial	Light Industrial and Commercial	Improved Commercial and Industrial
General Industry and Service Commercial	General Industry and Service Commercial	
Large Scale General Industry and Service Commercial	Large Scale General Industry and Service Commercial	
UV		
General Industry	General Industry	General Industry
Rural	Rural	Rural
Urban / Urban Deferred		
Mining	Mining and Industrial (Name change only)	Mining and Industrial (Name change only)

The strategy to harmonise the GRV rating categories will take an estimated five years to ensure that any properties impacted financially will transition over time and not receive a significant financial burden in any one year. For the 2018/2019 financial year, to commence harmonising the rates, the following additional rates increases/ (decreases), in addition to the general rate increase proposed, will need to apply to reach the proposed rating categories identified in the table above by 2023/2024:

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Rating Category	Gap at 30 June 2018	18/19 Additional Impact on Rates
GRV		
Improved Residential	0.00%	0.00%
Improved Special Residential	12.83%	2.57%
Vacant Residential	0.00%	0.00%
Vacant Non Residential – (from LIC)	80.86%	16.17%
Vacant Non Residential – (from GISC)	91.23%	18.25%
Vacant Non Residential – (from LSGISC)	84.24%	16.85%
Light Industrial and Commercial	0.00%	0.00%
General Industry and Service Commercial (GISC)	5.74%	1.15%
Large Scale General Industry and Service Commercial (LSGISC)	1.87%	0.37%
UV		
General Industry	0.00%	0.00%
Mining	0.00%	0.00%
Rural	0.00%	0.00%
Urban / Urban Deferred	(18.23%)	(18.23%)

The rates in the dollar are based on the general valuation as supplied by the Valuer General (VG) in respect of gross rental values (GRV's) effective from 1 July 2017. The Valuer General is required to maintain valuations of all rateable land in Western Australia for rating and taxing purposes. These values are assessed every three years by Landgate Valuers to complete what is known as a General Valuation. Every property is valued at a date set by the Valuer General and this is referred to as the Date of Valuation. Rating valuations are therefore assessed at a snapshot in time reflecting the property market for the local area at the same time. This ensures consistency and fairness in the allocation of rates.

The current GRV has a date of valuation of 1 August 2016. The GRV is determined by collecting rental evidence to determine the fair rental value for each property. The rental value for a house or other GRV property will be influenced by factors such as age, construction, size, car shelters, pools and locations. As the GRV is currently

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assessed every three years, despite possible changes to the rental market, the GRV remains fixed until the next general valuation.

Unimproved Valuation (UV)

Council has adopted the following differential general rating categories for UV properties:

1. UV General Industry
2. UV Mining and Industrial
3. UV Rural

This sees the consolidation of the UV Rural and UV Urban/Urban Deferred differential general rating categories.

The Valuer General determines unimproved values annually with a valuation roll provided to local governments. The City has completed rates modelling including the revaluations received in effect from 1 July 2018.

Proposed Differential General Rates and General Minimum Payments

Following are the objects and reasons for each of the differential rating categories for the 2018/2019 financial year.

GRV Improved Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is zoned for the purpose of:

- (a) Residential under Town Planning Scheme No 2 and is not vacant land, excluding land held or used for Commercial purposes; or
- (b) Special Residential under Town Planning Scheme No 2 and is not vacant land; or
- (c) Town Centre Residential under Town Planning Scheme No 3 and is not vacant land; or
- (d) Kwinana Town Centre under Town Planning Scheme No 2 and is held or used for residential purposes or is residential under an approved Local Structure Plan and is not vacant land; or

- (e) Development under Town Planning Scheme No 2 and Residential under an approved Local Structure Plan and is not vacant land; or
- (f) Development under Town Planning Scheme No 2 and Mixed Use under an approved Local Structure Plan and is held or used for residential purposes and is not vacant land.

The object of this rate is to apply a base differential general rate to land zoned and used for residential purposes and to act as the City's benchmark differential rate by which all other GRV rated properties are assessed.

The reason for this rate is to ensure that all ratepayers make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.

The proposed rate in the dollar for this category is 7.845 cents, with a minimum payment of \$1,036. It will be applied to 14,828 of the City's rateable properties and deliver 53.00% of the proposed rate income.

GRV Improved Special Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

- (a) zoned for the purpose of:
 - (i) Special Rural under Town Planning Scheme No 2 and is not vacant land; or
 - (ii) Urban or Urban Deferred under the Metropolitan Region Scheme and is not vacant land; or
 - (iii) Rural A under Town Planning Scheme No 2 and is not vacant land; or
 - (iv) Rural Water Resource under Town Planning Scheme No 2 and is not vacant land; or
 - (v) Development under Town Planning Scheme No 2 and is not vacant land; or
 - (vi) Park, Recreation and Drainage under Town Planning Scheme No 2 and is not vacant land; or

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(b) held or used for residential purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000 and is not vacant land; and

(c) held or used for residential purposes referred to in paragraphs (a) or (b).

The object of this rate category is to provide a lower differential rate for proposed characteristics of the Improved Special Residential rate category that is consistent with access to and provision of services to residential properties in a rural setting.

The reason for this rate is to reflect the lower demand on City resources, such as, lower impacts on transport infrastructure, when compared to the other GRV differential rating categories. It is also lower than vacant land as the City is endeavouring to encourage landowners to develop vacant land.

The proposed rate in the dollar for this category is 7.120 cents, with a minimum payment of \$1,036. It will be applied to 812 of the City's rateable properties and deliver 3.70% of the proposed rate income.

GRV Vacant Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for residential uses.

The object of this rate is to promote the development of vacant land within the City's district.

The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant residential land.

The proposed rate in the dollar for this category is 16.828 cents, with a minimum payment of \$1,036. It will be applied to 1,370 of the City's rateable properties and deliver 6.41% of the proposed rate income.

GRV Vacant – Non Residential

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is vacant land and is zoned for any other purposes/uses other than residential.

The object of this rate is to promote the development of vacant land within the City's district.

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The reason for this rate is to impose a higher differential general rate on vacant land that acts as a disincentive to persons who are land banking and not actively developing vacant land.

The proposed rate in the dollar for this category is 10.304 cents, with a minimum payment of \$1,036. It will be applied to 6 of the City's rateable properties and deliver 0.21% of the proposed rate income.

GRV Light Industrial and Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

(a) zoned for the purpose of:

- (i) Light Industry under Town Planning Scheme No 2; or
- (ii) Commercial under Town Planning Scheme No 2; or
- (iii) Kwinana Town Centre under Town Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or
- (iv) Mixed Business under Town Planning Scheme No 2; or
- (v) Special Use under Town Planning Scheme No 2; or
- (vi) General Town Centre under Town Planning Scheme No 3; or
- (vii) Shopping/Business under Town Planning Scheme No 3; or
- (viii) Market Square under Town Planning Scheme No 3; or
- (ix) Mixed Use under Town Planning Scheme No 2; or
- (x) Residential under Town Planning Scheme No 2 and held or used for Light Industrial or Commercial purposes; or
- (xi) Development under the Town Planning Scheme No 2 and Mixed Use or any other purpose referred to in paragraph (a)(i)-(ix) under an approved Local Structure Plan; or
- (xii) Parks and Recreation under the Metropolitan Regional Scheme.

and

Administration

Cnr Gilmore Ave & Sulphur Rd, Kwinana WA 6167 | PO Box 21, Kwinana WA 6966 | **Hours** Mon-Fri 8am-5pm (Cashier hours 8am-4pm)
Telephone 08 9439 0200 | **Facsimile** 08 9439 0222 | **TTY** 08 9419 7513 | admin@kwinana.wa.gov.au | www.kwinana.wa.gov.au

(b) Is not vacant land.

The object of this rate category is to apply a higher differential rate so as to raise additional revenue to offset the increased costs associated with service provision to these properties.

The reason for this rate is that a higher differential rate is required to meet the higher level of service costs associated with Light Industrial and Commercial properties and the localities within which they are situated, including costs of:

- (a) provision and maintenance of transport and streetscape infrastructure including car parking and traffic treatments; and
- (b) the management, administration and delivery of marketing activities aimed at enhancing the economic and social viability, and the general amenity of the Kwinana City Centre.

The proposed rate in the dollar for this category is 9.304 cents, with a minimum payment of \$1,348. It will be applied to 171 of the City's rateable properties and deliver 6.04% of the proposed rate income.

GRV General Industry and Service Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

- (a) zoned for the purpose of:
 - (i) General Industry or Service Commercial under Town Planning Scheme No. 2; or
 - (ii) Industrial use under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000; or
 - (iii) Rural A under Town Planning Scheme No. 2;

and

- (b) held or used for the purpose of General Industry and Service Commercial development, being an industrial or commercial use or development permissible under the zoning referred to in paragraph (a) and undertaken on land with a gross rental value of less than \$500,000;

and

(c) is not vacant land.

The object of this differential rate category is to apply a differential rate to General Industry and Service Commercial properties (excluding properties within the Large Scale General Industry and Service Commercial differential rate category) in order to raise additional revenue to offset the costs associated with the increased maintenance of infrastructure and higher levels of service associated with properties in this category.

The reason for this rate is the need to offset the higher level of costs incurred by the City in servicing properties in this category, including but not limited to the cost of transport infrastructure maintenance and provision and costs relating to monitoring of land use/environmental impacts.

The proposed rate in the dollar for this category is 8.894 cents, with a minimum payment of \$1,348. It will be applied to 371 of the City's rateable properties and deliver 8.68% of the proposed rate income.

GRV Large Scale General Industry and Service Commercial

This differential rate category imposes a differential general rate on land valued on a gross rental value basis, which is:

(a) zoned for the purpose of:

- (i) General Industry or Service Commercial under Town Planning Scheme No 2; or
- (ii) industrial use under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000;
- (iii) Rural A under Town Planning Scheme No. 2;

and

- (b) is held or used for the purpose of Large Scale General Industry and Service Commercial development, being an industrial or commercial use or development permissible under the zoning referred to in paragraph (a) and undertaken on land with a gross rental value of \$500,000 or greater;

and

Administration

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(c) is not vacant land.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance and renewal/refurbishment of transport infrastructure, and higher levels of service associated with properties in this category.

The reason for this rate is the need to offset the higher level of costs incurred by the City in servicing properties in this category, including the substantial cost of transport infrastructure maintenance and renewal/refurbishment due to significant heavy vehicle movements, and costs relating to monitoring of land use/environmental impacts.

The proposed rate in the dollar for this category is 9.166 cents, with a minimum payment of \$1,348. It will be applied to 46 of the City's rateable properties and deliver 11.60% of the proposed rate income.

UV General Industrial

Zoned for the purpose of General Industry under Town Planning Scheme No 2.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to or associated with properties in this category.

The reason for this rate is to meet a significant proportion of the additional costs involved in servicing properties within this rate category, which include but are not limited to major outlays for transport infrastructure maintenance and renewal/refurbishment and significant costs relating to monitoring of land use and environmental impacts.

The proposed rate in the dollar for this category is 1.810 cents, with a minimum payment of \$1,348. It will be applied to 3 of the City's rateable properties and deliver 5.88% of the proposed rate income.

UV Mining and Industrial

This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis, which is:

(a) zoned for the purpose of Rural B under Town Planning Scheme No 2; or

- (b) held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.

The object of this rate category is to raise additional revenue to offset the costs associated with increased maintenance of infrastructure and higher levels of service provided to properties in this category.

The reason for this rate is the need to offset the higher level of costs associated in servicing these properties, including the costs of transport infrastructure maintenance and renewal/refurbishment, and costs relating to monitoring of land use and environmental impacts.

The proposed rate in the dollar for this category is 0.872 cents, with a minimum payment of \$1,348. It will be applied to 39 of the City's rateable properties and deliver 0.95% of the proposed rate income.

UV Rural

This differential rate category imposes a differential general rate on land valued on an unimproved value (UV) basis which is predominantly used or held for rural pursuits, rural industry or intensive agriculture, and:

- (a) is not zoned for the purpose of General Industry under Town Planning Scheme No 2; or
- (b) is not zoned for the purpose of Rural B under Town Planning Scheme No 2; or
- (c) is not held or used for industrial, extractive industry or quarrying purposes under a Master Plan adopted pursuant to Part 3 of the Hope Valley-Wattleup Redevelopment Act 2000.

The object of this rate category is to impose a differential rate commensurate with the rural use of land, which additionally is to act as the City's benchmark differential UV rate and is considered to be the base rate by which all other UV rated properties are assessed.

The reason for this rate is to ensure that all ratepayers on rural land make a reasonable contribution towards the ongoing maintenance and provision of works, services and facilities throughout the City.

The proposed rate in the dollar for this category is 0.505 cents, with a minimum payment of \$1,036. It will be applied to 208 of the City's rateable properties and deliver 3.53% of the proposed rate income.

Administration

Minimum Payment

The City proposes to impose following minimum payments for each differential rating category:

GRV Rate Categories	Minimum Payment (\$)
GRV Improved Residential	1,036
GRV Improved Special Residential	1,036
GRV Vacant Residential	1,036
GRV Vacant – Non Residential	1,036
GRV Light Industrial and Commercial	1,348
GRV General Industry and Service Commercial	1,348
GRV Large Scale General Industry and Service Commercial	1,348
UV General Industrial	1,348
UV Mining and Industrial	1,348
UV Rural	1,036

The object of the minimum payment is to ensure that all ratepayers make an equitable contribution to rate revenue, to provide for the net funding requirements of the City's services, activities, financing costs, and current and future capital requirements as outlined in the Strategic Community Plan and Corporate Business Plan.

Each minimum payment has increased by the general rates increase of 3.5%.

Submissions

Submissions by ratepayers and electors in relation to the proposed differential rates may be made to Council within twenty-one (21) days of this notice and close 5pm on Thursday 24th May 2018. Submissions are to be addressed to the: Chief Executive Officer, City of Kwinana, P.O. Box 21, Kwinana WA 6966; or by emailing admin@kwinana.wa.gov.au.

16.5 Reschedule of Executive Appraisal Committee Meetings for 2018

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Council has approved the Executive Appraisal Committee Meeting Dates for 2018 as follows:

1. 4 April 2018 at 5:30pm
2. 14 May 2018 at 5:30pm
3. 2 July 2018 at 7pm

Due to 11 (out of 19) of the Chief Executive Officer's (CEO) Key Performance Indicators not falling due until 30 June 2018, Elected Members will not be able to assess performance until closer to the due date. It is recommended that Council approve the following proposed changes to the upcoming Executive Appraisal Committee meetings for 2018 and advertise the changes in a local public notice and City of Kwinana public notice boards:

Executive Appraisal Committee Meetings		
Meeting	Advertised	Proposed
2	14 May 2018 at 5:30pm	2 July 2018 at 7pm
3	2 July 2018 at 7pm	23 July 2018 at 5:30pm

OFFICER RECOMMENDATION:

That Council:

1. Approve the reschedule of the following Executive Appraisal Committee Meetings:
 - a) Meeting Two: From 14 May 2018 to 2 July 2018, commencing at 7:00pm.
 - b) Meeting Three: From 2 July 2018 to 23 July 2018, commencing at 5:30pm.
2. Provide local public notice and advertise the changes on the City of Kwinana public notice boards.

DISCUSSION:

The Key Performance Indicators set by Council for the Chief Executive Officer are developed by the Executive Appraisal Committee and endorsed by Council. Out of the 19 Key Performance Indicators set for the 2017/2018 financial year, 11 of them are not due until 30 June 2018. In order for Council to accurately assess the Chief Executive Officer's performance in achieving the Key Performance Indicators it is recommended that the assessment is performed near or after the due date of 30 June 2018. It is proposed that the Chief Executive Officer will complete the self-assessment report by 20 June 2018 and provide this to Council in order for each Elected Member to complete the survey that is provided by the Appraisal Agent and a report presented to the Executive Appraisal Meeting on 2 July 2018.

16.5 RESCHEDULE OF EXECUTIVE APPRAISAL COMMITTEE MEETINGS FOR 2018

LEGAL/POLICY IMPLICATIONS:

Section 5.25(1)(g) of the *Local Government Act 1995* states that regulations may make provision in relation to the giving of public notice of the date and agenda for Council or Committee meetings.

Regulation 12(1) of the *Local Government (Administration) Regulations 1996* states:

12. Meetings, public notice of (Act s. 5.25(1)(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
 - (a) *the ordinary council meetings; and*
 - (b) *the 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, are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

Section 5.19 of the *Local Government Act 1995* states:

1. 5.19. *Quorum for meetings*
2. *The quorum for a meeting of a council or committee is at least 50% of the number of offices (whether vacant or not) of member of the council or the committee.*

FINANCIAL/BUDGET IMPLICATIONS:

Cost of advertising in local papers is allocated within the Marketing Advertising budget.

ASSET MANAGEMENT IMPLICATIONS:

No asset management implications have been identified as a result of this report or recommendation.

ENVIRONMENTAL IMPLICATIONS:

No environmental implications have been identified as a result of this report or recommendation.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan 2017-2022	Civic leadership	5.1 An Active and engaged Local Government, focussed on achieving the community's vision

16.5 RESCHEDULE OF EXECUTIVE APPRAISAL COMMITTEE MEETINGS FOR 2018

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report.

RISK IMPLICATIONS:

The risk implications in relation to this proposal are as follows:

Risk Event	Public notice is not given for changes to dates for Council and Committee Meetings
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Rare
Rating (before treatment)	Low
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Prepared Council Report to receive Council approval of the proposed reschedule of meetings. Arrangements for public notice will be made immediately following, as required by the <i>Local Government (Administration) Regulations 1996</i> .
Rating (after treatment)	Low

COUNCIL DECISION

154

MOVED CR S MILLS**SECONDED CR M ROWSE**

That Council:

1. **Approve the reschedule of the following Executive Appraisal Committee Meetings:**
 - a) **Meeting Two: From 14 May 2018 to 2 July 2018, commencing at 7:00pm.**
 - b) **Meeting Three: From 2 July 2018 to 23 July 2018, commencing at 5:30pm.**
2. **Provide local public notice and advertise the changes on the City of Kwinana public notice boards.**

CARRIED
7/0

17 Urgent Business

Nil

18 Councillor Reports

18.1 Councillor Wendy Cooper

Councillor Wendy Cooper reported that she had attended the SMRC Meeting.

Councillor Cooper reported that she had attended the photoshoot for the advertising of the Kwinana Greening Fund.

18.2 Councillor Sandra Lee

Councillor Sandra Lee reported that she had attended the Bertram Primary School Australian and New Zealand Army Corps (ANZAC) Ceremony which was a very enjoyable occasion.

18.3 Councillor Matthew Rowse

Councillor Matthew Rowse reported that he had attended the Leda Primary School ANZAC Ceremony which was very moving.

18.4 Councillor Dennis Wood

Councillor Dennis Wood reported that he had attended ANZAC Ceremonies at Gilmore College, Wellard and Honeywood, which were very moving.

Councillor Wood reported that he would be attending ANZAC Ceremonies at the Kwinana Knights Football Club and the Kwinana Junior Knights Football Club over the weekend.

19 Response to Previous Questions

Question taken on notice at the Ordinary Council Meeting held on 28 March 2018.

19.1 Kathleen Verrier, Wellard

Question 8

Mrs Verrier stated that she found that interesting because she did try contact some members of that Association and they are not representatives of the people of Homestead Ridge as most of us do not know who they are, as they have not published their list of office bearers since October last year, but I did see on their Facebook page on the 10 March *'For the record; The first HRPAs committee knew about any discussion concerning the renaming of Wellard Park or Wellard Oval, was less than a week before a naming committee meeting. We gave a response which clearly stated was personal views of our committee as we had not been given any time to consult HRPAs members. At this moment we have not heard any official report as to the results of that committee. All residents of Homestead Ridge need an opportunity to contribute to this decision, not only the financial members of the Homestead Ridge Progress Association.'*

19 RESPONSE TO PREVIOUS QUESTIONS

Was that along the lines of the email the Homestead Ridge Progress Association sent to you or was it something different?

Response

The Mayor took the question on notice, as she did not have a copy of the email with her.

Further Response from the City of Kwinana

The response from the HRPAs indicated that they were expressing the view of the committee members of the HRPAs as they did not have the means or time to consult with members.

The committee members indicated that they accepted that there may be a need to change a name. If this was proposed, then they would recommend and prefer that the name Wellard Park be changed to Homestead Park or Homestead Ridge Park.

Their reasoning was that local Homestead Ridge residents are deeply committed to the area currently called Wellard Park and have invested a lot of volunteer hours planting, weeding, etc. They indicated that it would be very rewarding to see this effort being recognised by making the name of the park more personal to the area.

20 Mayoral Announcements (without discussion)

Mayor Carol Adams advised that she had attended the South West Group three day Economic Development Tour to Singapore City and that she would like to report back that she and the City of Kwinana Director of City Regulation, together with Mayor's, Chief Executive Officer's (CEO's) and several Directors from the Cities of Cockburn, Melville, East Fremantle and Fremantle, visited Singapore City (9 April 2018 – 11 April 2018) as part of South West Groups (SWG) 2018 Economic Development Tour.

The Mayor explained that the South West Group is a voluntary regional organisation of six local councils including the Cities of Kwinana, Cockburn, Fremantle, Melville, Town of East Fremantle and Rockingham and that a full report on the tour itinerary and outcomes is currently being compiled and will be considered at the next SWG Board meeting to be held in June 2018.

The Mayor mentioned that she would like to provide a brief report back to Council on the visit –

The group visited a number of different locations within the City itself and saw examples of development at pre- construction, under construction and post construction stages and met with a range of different organisations, including the Government's Urban Development Authority and its Building Construction Authorities, the Australian High Commission, Maritime and Port Authority and the Public Utilities Board (equivalent to Water Corporation).

The Mayor advised that they had held discussions in relation to:

- long term planning and investment in economic infrastructure;
- rapid processing of rezoning and development applications;
- advanced construction timeframes and the increasing use of design for manufacture and off-site assembly (DfMA);
- port expansion plans and the redevelopment of port land no longer required for port use (industrial, commercial, parks); and

20 MAYORAL ANNOUNCEMENTS (WITHOUT DISCUSSION)

- quality of public open spaces and the Government's high investment to increase tree canopy cover and establish green spaces throughout the city.

The Mayor explained that we will never be Singapore because of our isolation, political structure (no change of government since independence) and a non-tropical climate, but there is much we could learn from the way Singapore approached its planning regime. Despite its small land size and large population there was an enormous amount of pride which could be seen in the unique examples of architecture, the blending of green space initiatives, the retention of heritage and the importance of a connected community taking into account all demographics, ages and various religious groups.

The Mayor further explained that from Kwinana's perspective, Singapore is one of the world's largest trans-shipment hubs and the trip included high level discussions about its mega Tuas Port development with the CEO and Executive of the Singapore Maritime and Ports (equivalent to Fremantle Port Authority). The Tuas Port development, when completed will handle up to 65 million containers annually. These figures were quite staggering when you consider the Kwinana outer harbour is being planned to handle up to 6 million over the next 50 years and Fremantle Ports currently handles around 750,000 containers per year.

The Mayor added that some of the other highlights from the tour, included learning about how Singapore has approached its unique land use and planning strategy, focusing on land reclamation (it has actually increased its island landmass by 18% through reclamation), density development and sustainability initiatives; a visit with the Australian Trade and Investment Commissioner where discussions on trade potential for local industries were held; and a visit to Singapore's Public Utilities Board where domestic water supply is the Country's primary priority for its population of nearly 6M people on an island just under 720km in size.

The Mayor reported that other appointments of note were:

- Farewell to the WA Planning Commissioner, Mr Eric Lumsden
- Inaugural meeting of the Kwinana/Baldivis and Rockingham Bee Enthusiasts
- The Kings College Secondary School ground breaking Ceremony. The new facility is to be open by the first term 2019
- Kwinana Bahai Community, Ridvan Celebration
- Meeting with Mayor Barry Sammels and A/CEO Bob Jeans to discuss the City of Kwinana's concerns about the close proximity of the New Generation Waste to Energy (WTE) project (as part of the council resolution)
- South Metro Zone Meeting

The Mayor advised that upcoming events of note are:

- Anzac Day Dawn Service and the 11am March Past
- Westport Local Government Reference Group Meeting

21 Matters Behind Closed Doors

Nil

22 Meeting Closure

The Mayor declared the meeting closed at 8:25pm.