

Ordinary Council Meeting

14 February 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
 DEPUTY MAYOR P FEASEY
 CR W COOPER
 CR M KEARNEY
 CR S MILLS
 CR M ROWSE
 CR D WOOD

MS J ABBISS	-	Chief Executive Officer
MRS S WILTSHIRE	-	Acting Director City Strategy
MRS B POWELL	-	Director City Living
MS M BELL	-	Director City Legal
MR D ELKINS	-	Director City Infrastructure
MRS M COOKE	-	Director City Regulation
MS K HAYWARD	-	Manager Finance
MR P NEILSON	-	Manager Planning and Development
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 Wendy Cooper 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):

Councillor Sandra Lee from 10 February 2018 to 24 February 2018 inclusive.

4 Public Question Time:

4.1 Mr Peter Nicolson, Medina

Question 1

What are the owners rights of enforcing neighbours / landlord to maintain their trees?

Response

The Mayor referred the question to the Chief Executive Officer.

The Chief Executive Officer advised that the City may not be able to provide advice if it is actually a civil matter between two neighbours. The City can certainly find out some more details and maybe direct you to the Citizens Advice Bureau whom often give advice in relation to those matters about issues between neighbouring properties.

Question 2

Can the Council maintain the verge trees on Atkinson Road?

Response

The Mayor advised that the request will be noted by the Director City Infrastructure and dealt with. The Mayor referred the question to the Chief Executive Officer for additional comment.

The Chief Executive Officer advised that the City can certainly deal with the maintenance of the trees on your verge and a City Officer will contact you in that regard.

5 Applications for Leave of Absence:

COUNCIL DECISION

076

MOVED CR M KEARNEY

SECONDED CR P FEASEY

That Councillor Wendy Cooper be granted a leave of absence from 15 March 2018 to 22 March 2018 inclusive.

CARRIED
7/0

6 Declarations of Interest by Members and City Officers:

Councillor Matthew Rowse declared an impartiality interest in item 15.1, Consideration to Initiate Advertising for Timed Vehicle Parking Restrictions within the Wellard Village Centre due to being a member of the committee of the Village at Wellard Residents Association.

Mayor Carol Adams declared an indirect financial interest in item 16.3, Local Public Notice of Proposed Disposition by way of Lease of Suites 9, 10, 11, 16 and 17 within 'Kwinana Technology Business Centre', Lot (8) 11 Stidworthy Way, Kwinana Town Centre – Kwinana Industries Council due to her spouse being an employee of the industry body.

6 DECLARATIONS OF INTEREST BY MEMBERS AND CITY OFFICERS

Mayor Carol Adams declared an impartiality interest in item 21.1, Request for Extension of Financial Close Date for Waste Supply Agreement with Kwinana WTE Project Co Pty Ltd due to a close friend being a Director of one of the companies.

7 Community Submissions:

Nil

8 Minutes to be Confirmed:

8.1 Ordinary Meeting of Council held on 17 January 2018:

COUNCIL DECISION

077

MOVED CR S MILLS

SECONDED CR M ROWSE

That the Minutes of the Ordinary Meeting of Council held on 17 January 2018 be confirmed as a true and correct record of the meeting.

CARRIED
7/0

8.2 Special Meeting of Council held on 24 January 2018:

COUNCIL DECISION

078

MOVED CR D WOOD

SECONDED CR W COOPER

That the Minutes of the Special Meeting of Council held on 24 January 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

Nil

15 Reports – Built Infrastructure

15.1 Consideration to Initiate Advertising for Timed Vehicle Parking Restrictions within the Wellard Village Centre

DECLARATION OF INTEREST:

Councillor Matthew Rowse declared an impartiality interest due to being a member of the committee of the Village at Wellard Residents Association.

SUMMARY:

The purpose of this report is for Elected Members to consider the initiation of advertising for timed vehicle parking restrictions within the Wellard Village Centre (Village Centre). In recent times, certain streets within the Village Centre have been subject to parking congestion as a result of train commuters utilising on-street parking bays rather than the Public Transport Authority (PTA) Car Park located adjacent to the Wellard Station.

The use of the on-street parking bays by train commuters results in the parking bays not being available to customers visiting the businesses within the Village Centre. To prevent this, City Officers recommend that timed parking restrictions be implemented in the locations as detailed in Attachment A. Timed parking restrictions are proposed to be introduced within the Village Centre focussing on the business precinct on The Strand (between Runnymede Gate & Chiswick Parade), Runnymede Gate (bounded by Lambeth Circle), Chiswick Parade (bounded by Lambeth Circle) and Charing Cross (bounded by Lambeth Circle). Once introduced, City Officers will monitor the outcomes of the timed parking restrictions, and make any further changes as necessary including implementing additional parking restrictions. The timed parking restrictions will apply Monday to Friday, 7am – 6pm and will have a maximum 1 hour parking limit.

Timed vehicle parking restrictions within the Village Centre were the subject of discussions at an Elected Member Forum held in July 2016. The outcome of the Forum was for further consultation with the business owners and that a report be put to Council on potential parking restrictions. The City's Manager City Enterprises subsequently undertook discussions with the business owners in the Village Centre. From this consultation, it appears that the majority of the business owners supported the concept of timed parking in the locality as there was a view that at times, parking bays are occupied by commuters and not available for customers.

OFFICER RECOMMENDATION:

That Council:

1. Adopts the proposed Timed Parking Restrictions Map for the Wellard Village Centre, as detailed in Attachment A, for the purpose of public advertising.
2. Advertise the City's intent to introduce timed parking restrictions within the Wellard Village Centre in accordance with the locations depicted in Attachment A for a period of 21 days.
3. Instruct City Officer's to prepare a report back to Council that details the submissions received during the advertising period and make a recommendation that Timed Vehicle Parking Restrictions in the Wellard Village Centre (as shown in Attachment A) be either adopted with or without modification, or not to proceed.

15.1 CONSIDERATION TO INITIATE ADVERTISING FOR TIMED VEHICLE PARKING RESTRICTIONS WITHIN THE WELLARD VILLAGE CENTRE

DISCUSSION:

Background

The Wellard Village Centre Shopping complex was granted planning approval by the South-West Metropolitan Joint Development Assessment Panel (JDAP) in December 2012. As part of its approval, the JDAP provided a recommendation to the City that it should consider the implementation of timed parking within the Village Centre in the short to medium term.

Since the opening of the shopping complex in December 2014, City Officers have been monitoring the parking outcomes in the area and considering the need for parking restrictions. More recently, City Officers have received a number of complaints and concerns from local business owners in the area regarding the use of the on-street bays by train commuters which impacts their businesses in regards to customer turnover and convenience. In this regard, City Officers have noted that certain streets within the Village Centre have been subject to parking congestion as a result of train commuters utilising on street parking bays rather than the PTA Car Park located adjacent to the Wellard Station.

To stop the bays being occupied by train commuters, City Officers recommend that timed parking restrictions be implemented in the locations as detailed in Attachment A. Timed parking restrictions are proposed to be introduced within the Wellard Village Centre focussing on the business precinct on The Strand (between Runnymede Gate & Chiswick Parade), Runnymede Gate (bounded by Lambeth Circle), Chiswick Parade (bounded by Lambeth Circle) and Charing Cross (bounded by Lambeth Circle). Once introduced, City Officers will monitor the outcomes of the timed parking restrictions, and make any further changes as necessary including implementing additional parking restrictions. The parking restrictions will apply Monday to Friday, 7am – 6pm and will have a maximum 1 hour parking limit.

Timed Vehicle Parking Locations within the Village Centre were the subject of discussions at an Elected Member Forum held in July 2016. It was suggested at the forum that further discussions be held with the business owners and a report be put to Council on the matter of possible parking restrictions. The City's Manager City Enterprises subsequently undertook discussions with the business owners in the Village Centre to determine the level of support within the area to the concept of timed parking. From this consultation it appears that the majority of the business owners supported the concept of timed parking in the area as at times, parking bays are occupied by commuters and not available for customers.

The City's *Parking and Parking Facilities Local Law 2010* sets the framework for the implementation of parking restrictions within the district. In this regard, *Clause 1.8 – Powers of the local government* states:

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region, but must do so consistently with the provisions of this local law.

15.1 CONSIDERATION TO INITIATE ADVERTISING FOR TIMED VEHICLE PARKING RESTRICTIONS WITHIN THE WELLARD VILLAGE CENTRE

Additionally, *Clause 3.1 Determination of parking stalls and parking stations* states:

- (1) *The local government may by resolution constitute, determine and vary and also indicate by signs –*
 - (a) *parking stalls;*
 - (b) *parking stations;*
 - (c) *permitted time and conditions of parking in parking stalls and parking stations which may vary with the locality;*
 - (d) *permitted classes of vehicles which may park in parking stalls and parking stations;*
 - (e) *permitted classes of persons who may park in specified parking stalls or parking stations; and*
 - (f) *the manner of parking in parking stalls and parking stations.*
- (2) *Where the local government makes a determination under subclause (1) it shall erect signs to give effect to the determination.*

Consultation

In regards to the Local Law, whilst there is no legislated requirements for advertising, City Officers recommend that a 21 day advertising period take place to allow for suitable community consultation regarding the implementation of timed parking within the Village Centre. In accordance with the City's Community Engagement Policy, the advertising of the proposed timed parking restrictions will include letters be sent to all surrounding business owners, newspaper advertisements, website and social media posts. Key stakeholders to be consulted include the Wellard Village Residents Association, Peet and Co, and Colliers International (Property Managers for the Wellard Village Shopping Centre).

Following the closure of advertising, a report will be presented back to Council for consideration taking into account any comments received on the matter.

LEGAL/POLICY IMPLICATIONS:**Acts and Regulations:**

Parking and Parking Facilities Local Law 2010;
Urban Environment and Nuisance Local Law (year);

FINANCIAL/BUDGET IMPLICATIONS:

There will be a small cost associated with the public advertising of the timed vehicle parking restrictions which will be accommodated within the existing budget allocation.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications as result of this report or resolution.

15.1 CONSIDERATION TO INITIATE ADVERTISING FOR TIMED VEHICLE PARKING RESTRICTIONS WITHIN THE WELLARD VILLAGE CENTRE

STRATEGIC/SOCIAL IMPLICATIONS:

In terms of strategic and social implications, the proposed timed parking restrictions within the Wellard Village Centre align with the Corporate Business Plan objectives of a well planned City.

Plan	Outcome	Objective
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

RISK IMPLICATIONS:

The control of parking is seen as a method of decreasing the occurrence of commuter parking utilising on-street parking provided for businesses within the Wellard Village Centre.

Risk Event	Limited control on Vehicle Parking within the Wellard Village Centre
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Major
Likelihood	Likely
Rating (before treatment)	High
Risk Treatment in place	Reduce – mitigate risk
Response to risk treatment required/in place	The report seeks to initiate advertising which will introduce timed parking controls in specific areas within the Wellard Village Centre.
Rating (after treatment)	Moderate

15.1 CONSIDERATION TO INITIATE ADVERTISING FOR TIMED VEHICLE PARKING RESTRICTIONS WITHIN THE WELLARD VILLAGE CENTRE

COUNCIL DECISION

079

MOVED CR S MILLS

SECONDED CR W COOPER

That Council:

- 1. Adopts the proposed Timed Parking Restrictions Map for the Wellard Village Centre, as detailed in Attachment A, for the purpose of public advertising.**
- 2. Advertise the City's intent to introduce timed parking restrictions within the Wellard Village Centre in accordance with the locations depicted in Attachment A for a period of 21 days.**
- 3. Instruct City Officer's to prepare a report back to Council that details the submissions received during the advertising period and make a recommendation that Timed Vehicle Parking Restrictions in the Wellard Village Centre (as shown in Attachment A) be either adopted with or without modification, or not to proceed.**

**CARRIED
7/0**

Wellard Village Proposed Timed Parking Restriction Locations



1 Hour Parking

* Note timed parking restrictions would only apply Monday - Friday inclusive 7am - 6pm

15.2 Adoption of Local Planning Policy No. 5 – Development Contribution Towards Public Art – Consideration of Submissions and Final Adoption

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Local Planning Policy No. 5 – Development Contribution Towards Public Art (LPP5) (Attachment A) has been prepared by the City in accordance with the procedures set out in Schedule 2, Division 2 of the *Planning and Development Regulations 2015* (P&D Regulations). The preparation of a local planning policy for public art contributions contributes to key objective 1.8 'Develop and Celebrate Arts in Kwinana' as outlined in the City of Kwinana's (the City) Strategic Community Plan 2017-2027.

LPP5 was presented to Council at its meeting held on 11 October 2017, where it was resolved to advertise the policy for public comment. The City advertised LPP5 between 6 November 2017 and 27 November 2017, in accordance with Schedule 2, Division 2 Clause 4(2) of the P&D Regulations. A copy of the advertised LPP5 is shown on Attachment B. No submissions were received by the City during the advertising period. City Officers have however made a number of relatively minor modifications to the draft policy to provide greater clarity.

The policy requires a contribution of at least 1% of the value of a development towards public art, where that development is valued in excess of \$2,000,000 (capped at a maximum contribution of \$500,000). The policy relates to development applications only, it will not be applied to subdivision applications.

LPP5 allows a contribution towards public art to be provided in one, or more, of the following ways:

- on site as part of a development;
- via cash-in-lieu to the amount specified in a development condition.

The proponent may also provide public art in the vicinity of the site in the public realm or reach an alternative agreement on the contribution. Both will be subject to the support of Council. In this respect, it is anticipated that most contributions will be provided on site.

The forms of art that will be accepted by the City as a contribution towards public art are specified in LPP5. An objective of the policy is to provide public art that reflects the uniqueness of the place in which it will be installed to strengthen the local community's sense of identity. The policy also sets out a number of general standards relating to durability, location, maintenance and anti-social behaviour prevention that public artwork contributed under the policy must satisfy.

Adopting this local planning policy will provide certainty to developers regarding the City's position on the contribution requirements for public art.

City Officers recommend that LPP5 as amended (Attachment A) be adopted.

15.2 ADOPTION OF LOCAL PLANNING POLICY NO. 5 – DEVELOPMENT CONTRIBUTION TOWARDS PUBLIC ART – CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION**OFFICER RECOMMENDATION:**

That Council:

1. Adopt Local Planning Policy No. 5 - Development Contribution Towards Public Art (LPP5) (Attachment A).
2. Instruct the Chief Executive Officer (CEO) to advertise in a newspaper circulating in the local area that LPP5 has been adopted in accordance with Schedule 2 Division 2 Clause 4(2) of the *Planning and Development Regulations 2015*.
3. Delegate to the CEO the authority to determine applications pursuant to the requirements of LPP5.
4. Establish a Public Art Reserve in the City of Kwinana Adopted Budget 2017/2018 to receive monies paid as cash-in-lieu for public art under this LPP5.

NOTE – AN ABSOLUTE MAJORITY IS REQUIRED

BACKGROUND

In the past, the City has prepared various guidelines and strategic documents concerned with public art, including:

- Public Art Developer Guidelines (Town of Kwinana)(circa 2011)
- Engaging Public Spaces, Enhancing Public Places – Public Art in the Town of Kwinana (circa 2011).

Local residents indicated in their responses to the Plan for the Future Survey (2016), a community survey undertaken by the City that they would like to see more local art being installed in the City that represented their community and things that they can relate to.

The City has now prepared and advertised the local planning policy in accordance with the procedures set out in Schedule 2, Division 2 of the P&D Regulations based on the documents above and the survey results. Once adopted, LPP5 will ensure that the requirement for a contribution towards public art has statutory weight under the City's Town Planning Scheme No. 2.

DISCUSSION

LPP5 has been adapted from a model planning policy prepared by Artsource, which is a Western Australian not-for-profit organisation that provides services to visual artists. The model planning policy gives clarity to local governments that are preparing arts policies in matters such as copyright, ownership and moral rights.

LPP5 will establish a transparent and predictable approach for seeking contributions from developers for public art. The policy will also give certainty to artists that their work will be appropriately displayed and respected by the community.

15.2 ADOPTION OF LOCAL PLANNING POLICY NO. 5 – DEVELOPMENT CONTRIBUTION TOWARDS PUBLIC ART – CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION

It is considered that public artworks provided in accordance with LPP5 will add value to finished developments, potentially offsetting the cost of the 1% contribution to public art. Art features such as fountains, lighting, green walls and sculptures will also have a positive impact on the amenity of the development and the City overall.

The policy will only apply to developments valued in excess of \$2,000,000 and there will also be a cap of \$500,000 on contributions to ensure that significant industrial developments (those over \$50 million) will not be unduly burdened. Contributions towards public art will not be sought on upgrades and refurbishments in the General Industry Zone, where small upgrades or changes to existing processing plants may cost many millions of dollars, with little external impact on the site. The policy will apply to all new developments in the General Industry Zone.

A number of other local governments within the metropolitan area have adopted similar policies including the Town of Cambridge and Cities of Fremantle, Cockburn and Vincent. The rationale behind the 1% contribution recommended in this report is that while the amount is not considered too onerous a contribution from the private sector, it is nonetheless seen by the WA State Percent for Art Scheme (Department of Local Government, Sport and Cultural Industries) to be a minimum commitment to achieve effective public art projects.

LPP5 allows a contribution towards public art to be provided in one, or more, of the following ways:

- on site as part of a development;
- via cash-in-lieu to the amount specified in a development condition.

The proponent may also provide public art in the vicinity of the site in the public realm or reach an alternative agreement on the contribution subject to the support of Council. It is anticipated that most contributions will be provided on site as part of built form of a development.

LPP5 allows the following forms of public art:

- building features and enhancements such as bicycle racks, gates and lighting that have not been mass produced;
- components of public spaces such as benches, fountains, playground structures, shade shelters, lighting that have not been mass produced;
- components of public spaces such as screening, artistic paving and special planting which is an integral part of the space and contributes towards its artistic value and quality;
- landscape art enhancements such as walkways, bridges, green walls or art features within landscaping;
- murals, tiles or mosaics covering walls, floors and walkways;
- sculpture in durable materials;
- fibre works, neon or glass works, photographs, prints; and/or
- community arts projects resulting in tangible artwork.

LPP5 also sets out a number of general standards that public artworks should meet in relation to durability, location, maintenance and anti-social behaviour.

15.2 ADOPTION OF LOCAL PLANNING POLICY NO. 5 – DEVELOPMENT CONTRIBUTION TOWARDS PUBLIC ART – CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION**COMMUNITY CONSULTATION**

No submissions were received by the City during the advertising period. City Officers have however made some modifications to the draft LPP5 to provide greater clarity but these amendments do not alter the intent or functioning of the policy.

An amendment has been made to Part 4 'Form of Public Art Contribution' to make it clearer that the primary means of making a contribution is either by establishing art on-site as a component of development or via a cash-in-lieu payment.

It is considered that this simplifies the process for contributions but there is still the option detailed in LPP5 that the proponent may provide public art in the vicinity of the site in the public realm or reach an alternative agreement for the contribution towards public art. Such arrangements will however need the agreement of Council and are expected to be infrequent outcomes.

For clarity, City Officers have also introduced a definition for Major Extensions in reference to Clause 3.3 which specifies; *'a contribution will not be sought on developments in the General Industry Zone, where the development application relates to a refurbishment or upgrade of existing infrastructure. For the purposes of clarity, contributions will be required on new developments or major extensions only in this zone for industrial development'*

The definition reads *'Those extensions that introduce a new plant or physical infrastructure for a process chain and/or significant increases in throughput and production capacity. While not limited to, it may also refer to replacement and/or addition to administration buildings and/or other supporting facilities or buildings'*. Under Part 7 'Approval Process for Public Art Contributions', a standard development application condition has been added. The condition reads:

'The applicant shall make a contribution to public art to the sum of \$ _____ and comply with the requirements of the City of Kwinana's Local Planning Policy No 5; Development Contribution towards Public Art, to the satisfaction of the City of Kwinana.'

LEGAL/POLICY IMPLICATIONS:

LPP5 has been prepared by the City in accordance with Schedule 2, Division 2 of the P&D Regulations.

FINANCIAL/BUDGET IMPLICATIONS:

There are no other direct financial implications associated with draft LPP No. 5. The City will need however to establish a reserve account for the allocation of funds received from cash-in-lieu contributions under the policy. This should occur upon adoption of the policy to facilitate the operation of the LPP.

15.2 ADOPTION OF LOCAL PLANNING POLICY NO. 5 – DEVELOPMENT CONTRIBUTION TOWARDS PUBLIC ART – CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION

ENVIRONMENTAL IMPLICATIONS:

There are no direct environmental impacts or implications associated with draft LPP No 5.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objectives and strategies detailed in the *Strategic Community Plan 2017-2027* and *Corporate Business Plan 2016-2021*.

STRATEGIC COMMUNITY PLAN 2017-2027		CORPORATE BUSINESS PLAN 2016 – 2021
OBJECTIVE	STRATEGY	ACTION
1.8 Develop and celebrate the arts in Kwinana	<ul style="list-style-type: none"> • Public Art Strategy • Cultural Plan 	1.7.1.1 Develop, run and support arts programs, activities and exhibitions in Kwinana 1.7.1.2 Present a local planning policy for public art contributions to be mandatory 1.7.1.3 If feasibility study is viable, implement process of Public Art to be statutory

RISK IMPLICATIONS:

RISK ANALYSIS	DESCRIPTION
Risk Event	Lack of policy may result in low quality public amenity outcomes.
Risk Theme	Failure to get the highest quality built form outcomes.
Risk Effect/Impact	Reputations
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Possible

15.2 ADOPTION OF LOCAL PLANNING POLICY NO. 5 – DEVELOPMENT CONTRIBUTION TOWARDS PUBLIC ART – CONSIDERATION OF SUBMISSIONS AND FINAL ADOPTION

Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Adoption of the draft Policy which provides clarity and guidance to developers and the City on the public art outcomes, thereby mitigating the risk.
Rating (after treatment)	Low

COUNCIL DECISION

080

MOVED CR W COOPER

SECONDED CR S MILLS

That Council:

- 1. Adopt Local Planning Policy No. 5 - Development Contribution Towards Public Art (LPP5) (Attachment A) with the following addition to Appendix 1:**

The Public Art Report will be referred to a Review Panel comprising of the following positions:

- **Director City Engagement**
- **Director City Regulation**
- **Community Development Officer – Arts and Culture**
- **Elected Member**
- **External Consultant from the Arts Industry**

The Review Panel will undertake a collective assessment of the Public Art Report and will make a recommendation to the CEO for approval.

- 2. Instruct the Chief Executive Officer (CEO) to advertise in a newspaper circulating in the local area that LPP5 has been adopted in accordance with Schedule 2 Division 2 Clause 4(2) of the Planning and Development Regulations 2015.**
- 3. Delegate to the CEO the authority to determine applications pursuant to the requirements of LPP5.**
- 4. Establish a Public Art Reserve in the City of Kwinana Adopted Budget 2017/2018 to receive monies paid as cash-in-lieu for public art under this LPP5.**
- 5. Nominate Councillor Sheila Mills to the Review Panel for consideration of Public Art Reports.**

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

7/0

Note – That the Officer Recommendation has been amended to include a change to item 1 and the addition of item 5 to the resolution.

Local Planning Policy No. 5 Development Contribution Towards Public Art	
Adopted:	
Last Reviewed:	
Legal Authority:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 – Part 2 – Division 2</i>

1. POLICY OBJECTIVES

The objectives of this policy are as follows:

- a) To require that a contribution towards public art is provided as a part of certain private developments within the City;
- b) To enhance the legibility of open spaces, buildings and streets by introducing public art that makes these places more identifiable;
- c) To allow for the interpretation of cultural, environmental or built heritage through public art;
- d) To enhance the amenity of the public domain through the use of public art; and
- e) To enhance the sense of place by encouraging public art forms.

2. DEFINITIONS

For the purpose of this policy the following definitions apply:

Public Art

An artistic work that:

- a) Is permanent in nature, and constructed of materials which can be maintained and repaired if necessary, including metal, wood, plastic, paint or any other durable material;
- b) Is either freestanding or integrated into the exterior of a building or other structure;
- c) Is created and located for public accessibility, either within the public realm or within view of the public realm, such as the street, park, urban plaza or public building; and
- d) Has been designed by an artist or has been designed through a process overseen by an artist;
- e) Does not include art projects or elements that are:
 - a business logo;
 - directional elements such as signage or colour coding;
 - art works which have been mass produced;
 - art reproductions;
 - landscaping or generic hardscaping elements which would normally be associated with the project; or
 - services or utilities necessary to operate or maintain artwork.

Construction value

The estimated cost of the equipment, financing, services and utilities that are required to carry out a development but does not include the cost of land acquisition. The City will generally accept this to be the same as the estimated cost of development stated by the applicant on the building permit application.

Artist

A person who meets any of the following criteria:

- a) has obtained a Bachelor Degree or Diploma in visual arts or any similar field or who is undertaking studies towards these qualifications;
- b) has a track record of exhibiting and/or selling their own original artwork;
- c) has had their own original artwork purchased by major public collections;
- d) who earns more than 50% of their income from arts related activities such as teaching art and selling their own artwork;
- e) who has secured work or consultancies in the arts field on the basis of professional expertise; or
- f) who has expertise in creating the form of public art proposed by an applicant or the Council under this policy.

Eligible Costs

Costs associated with the production of an art project may include:

- a) professional artist's budget, including artist fees, Request for Proposal, material, assistants' labour costs, insurance, permits, taxes, business and legal expenses, operating costs, and art consultant's fees if these are necessary and reasonable;
- b) fabrication and installation of artwork;
- c) site preparation;
- d) structures enabling the artist to display the artwork;
- e) documentation of the artwork; and
- f) an acknowledgment plaque identifying the artist, artwork and development.

Major Extension

Those extensions that introduce a new plant or physical infrastructure for a process chain and/or significant increases in throughput and production capacity. While not limited to, it may also refer to replacement and/or addition to administration buildings and/or other supporting facilities or buildings'

3. AMOUNT OF PUBLIC ART CONTRIBUTION

- 3.1 The eligible cost of any public art provided for under this policy shall be no less than one percent of the construction value of the development of all developments where the construction value is in excess of \$2,000,000.
- 3.2 Notwithstanding Clause 3.1, a single development shall not be required to provide or contribute any more than \$500,000 in eligible costs to Public Art.

3.3 Notwithstanding Clause 3.1, a contribution will not be sought on developments in the General Industry Zone, where the development application relates to a refurbishment or upgrade of existing infrastructure. For the purposes of clarity, contributions will be required on new developments or major extensions only in this zone.

4. FORM OF PUBLIC ART CONTRIBUTION

4.1 On submission of a development application, the proponent must nominate the way in which the public art contribution will be met for consideration by Council.

4.2 At the discretion of Council, the proponent will meet their public art contribution in one or more of the following ways by:

- a) establishing public art "on-site" as a component of their development;
- b) providing cash-in-lieu to the amount specified within the development condition.

4.3 The proponent may also provide public art in the vicinity of the site in the public realm or reach an alternative agreement on the contribution subject to the support and agreement of Council.

5. GENERAL STANDARDS FOR PUBLIC ART

5.1 Where the proponent provides public art on site, the public art is to be clearly seen from the public realm.

5.2 Where public art is placed in the public realm, its placing will be consistent with the intent and objectives of the City of Kwinana Public Art Masterplan.

5.3 The public art shall contribute to an attractive, stimulating and functional environment and not detract from the amenity or safety of the public realm.

5.4 The public art shall be specifically designed for, and be suitable for, the building or site where it is to be located and contribute towards the sense of place for that locality.

5.5 The public art shall be of high aesthetic quality, low maintenance, durable and resistant to vandalism and must be maintained during the continuation of the development.

5.6 The public art shall be original and be designed and created or overseen by an artist/s.

5.7 The public art must be designed and sited to avoid encouraging anti-social behaviour on the site or be used for assistance in unauthorised entry or concealing any person.

5.8 The public art must not be considered by the City to be obscene or offensive in any manner.

6. FORMS OF PUBLIC ART

6.1 Public artworks may take the following forms:

- a) building features and enhancements such as bicycle racks, gates and lighting which have not been mass produced;
- b) components of public spaces such as benches, fountains, playground structures, shade shelters, lighting, screening which have not been mass produced;
- c) components of public spaces artistic paving and special planting which are an integral part of the space and contributes towards its artistic value and quality;
- d) landscape art enhancements such as walkways, bridges, greenwalls or art features within landscaping setting using landscape materials;
- e) murals, tiles or mosaics covering walls, floors and walkways;
- f) sculpture in durable materials;
- g) fibre works, neon or glass works, photographs, light projections and prints; and/or
- h) community arts projects resulting in tangible artwork.

6.2 The art project may be an interpretation of cultural heritage and the City may also consider alternative art projects including community arts programs, which involve the public and the incorporation of a cultural space that comprises a visual or performing arts space.

6.3 Public art should be made accessible to all members of the community, irrespective of their age and abilities. While art in public spaces might be considered primarily a visual experience, it can provide a range of sensory experiences for people with disabilities – artwork can be tactile, aural and give off pleasant smells as well as being visual. Artwork need not be monumental, but can be at heights suitable for people in wheelchairs to touch, move through and explore. Artwork can be interactive play objects for family groups and children. Interpretive signage in an easy to read format, including Braille, promotes artworks that are inclusive of all members of the community.

7. APPROVAL PROCESS FOR PUBLIC ART CONTRIBUTIONS

7.1 Public Art proposals will be accompanied by a Public Art Report, as set out in Appendix 1 of this Policy and will be required to be approved prior to the lodgement of a building permit application for the associated development.

7.2 The proponent will be notified of the approval or refusal of the Public Art Proposal no later than 30 days from the date of submission (unless otherwise agreed by the proponent and the City). This timeframe assumes all information has been provided to the City's satisfaction to enable assessment and determination within the 30 days.

7.3 Public Art as fulfilment of a condition of planning approval shall not require a further development application. Where the public art entails structural elements a building permit application will be required.

7.4 The proponent will be required to forward copies of the artist's contract, maintenance schedule and artist contact to the City at the commencement of the art project.

7.5 Where provided by the proponent, the public art must be installed prior to the issue of an Occupancy Permit.

7.6 A notification pursuant to Section 70A of the Transfer of Land Act is to be lodged against the certificate of title to the land on which public art is located to make the proprietors and prospective purchasers aware of requirements to maintain the public art.

7.7 The following development condition/s will apply under this policy:-

The applicant shall make a contribution to public art to the sum of \$ and comply with the requirements of the City of Kwinana's Local Planning Policy No 5; Development Contribution towards Public Art to the satisfaction of the City of Kwinana.

8. COLLECTION AND EXPENDITURE OF PUBLIC ART CONTRIBUTIONS

8.1 Cash-in-lieu shall be paid into Council's Public Arts Reserve Fund.

8.2 Where applicable, the City is to have received the cash-in-lieu contribution prior to the issue of an Occupancy Permit (unless otherwise agreed to by the proponent and the City).

8.3 Funds are to only be expended on public art located on public land within the vicinity of the development (for instance adjacent to or within the centre in which the development is located) unless otherwise agreed between the proponent and the City.

8.4 Cash-in-lieu funds may be accrued for more comprehensive public art projects as determined by the City.

8.5 Cash-in-lieu funds may be used towards maintenance of public artworks.

8.6 Funds will be refunded to the owner/applicant upon request in writing to the City in the event the development proposal associated with the Public Art does not proceed.

9. COPYRIGHT AND OWNERSHIP OF PUBLIC ART

9.1 Once an artwork has been completed and accepted by the City, copyright will be held jointly by the City and the artist. In practical terms, this means that the City has the right to reproduce extracts from the design documentation and photographic images of the artwork for non-commercial purposes, such as annual reports, information brochures about the City and information brochures about the artwork. The artist will have the right to reproduce extracts from the design documentation or photographic images of the artwork in books or other publications associated with the artist or artwork.

9.2 Where situated on private property, the public art is owned and maintained by the owner. Where situated on public property, the public art is owned and maintained by the City.

10. MORAL RIGHTS AND ACKNOWLEDGEMENT OF ART WORK

- 10.1 Since the year 2000, moral rights legislation has protected artists. In brief, an artist's moral rights are infringed if their work is not attributed or credited; their work is falsely attributed to someone else; or their work is treated in a derogatory way by distorting, modifying or removing it without their knowledge or consent.

In practical terms this means that the City cannot change an artwork in any way without seeking the artist's permission; likewise the City, cannot remove or relocate the artwork without seeking the artist's permission. A reasonable attempt to find the artist must be provided. The City will take special care to ensure that acts of restoration or preservation (of artworks) will be conducted in a sensitive manner with prior consultation with the artist/s. Wherever possible, preservation or restorative works should be carried out by professional conservators.

Special care will also be taken with the moral rights associated with works created by more than one artist, in that it is acknowledged that collaborators on artistic creations can take different views on issues such as relocation and restoration.

- 10.2 In line with moral rights legislation, the proponent will install a plaque or plate near each artwork, acknowledging the name of the artist, and the name of the person, agency or company who funded the artwork.
- 10.3 Should the public arts work become a safety hazard, the City may undertake necessary emergency action to alter or remove the artwork without consultation with the artist.

11. DECOMMISSIONING OF PUBLIC ARTWORK

- 11.1 The City may decide to remove an artwork because it is in an advanced state of disrepair or damage or because the public art is no longer considered suitable for the location. In such cases, the City will prepare a documented archival record of the public art prior to its removal.

Acknowledgement:

This policy is based on Artsource's Model Planning Policy.

Appendix 1

Public Art Report

The Public Art Report is to include:

- i. Details of the artist's qualification, experience and suitability to the project.
- ii. Design documentation - including research, concept development and a detailed statement addressing compliance with this Development Contribution Towards Public Art Policy.
- iii. Detailed plans of the public art. Plans are to be to scale and include dimensions, materials, colours and installation details.
- iv. Plans showing location of proposed public art.
- v. Details of cost calculations including construction cost and the public art contributions costs, in accordance with this policy.
- vi. For public art to be located on or over the public land, written consent of the landowner and/or authority with management control of the land.
- vii. Details of requirements and written consent from the artist for any ongoing care or maintenance of the artwork by the owner or City.

15.3 Submission on Draft State Planning Policy 4.1 Industrial Interface

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Western Australian Planning Commission (WAPC) is seeking public comment on proposed changes to State *Planning Policy 4.1: State Industrial Buffer* (SPP4.1), which has been renamed SPP4.1: Industrial Interface. Public comment on the revised SPP4.1 closes on the 21 February 2018.

City Officers have reviewed the draft revised policy and are generally supportive of the proposed changes, with some areas needing greater clarification or editing.

One concern relates to the interpretation of the “precautionary principle” which has been a significant matter of law relevant to recent decisions related to the Kwinana Industrial Area interface. The draft policy states “*where environmental advice is provided to planning decision-makers by the EPA (the Environmental Protection Authority) and/or DWER (Department of Water and Environmental Regulation), it should be assumed that the precautionary principles will have been applied by the agency...*” The policy is not clear on whether the intent of this section is to make EPA and DWER decision maker’s views beyond legal challenge as to whether the precautionary principle has been applied. City Officers are of the view that this policy position should be clarified to clearly state that the agency’s interpretation is still open to challenge during an appeal or review of a decision.

Greater clarity of some definitions is also recommended, along with support for the creation of a Special Control Area in the Metropolitan Region Scheme to ensure that sensitive land uses are not allowed adjacent to the industrial areas of state significance.

City Officers have prepared a submission outlining the areas of concern for endorsement by Council (see Attachment A). A copy of the draft revised SPP4.1: Industrial Interface is shown on Attachment B with the existing SPP4.1: State Industrial Buffer shown on Attachment C.

OFFICER RECOMMENDATION:

That Council endorses the submission (Attachment A) on the proposed changes to State *Planning Policy 4.1: State Industrial Buffer* (which is being renamed State Planning Policy 4.1: Industrial Interface, and forward it to the Western Australian Planning Commission for its consideration.

DISCUSSION:

State Planning Policies are significant planning instruments used in the assessment of planning applications, scheme amendments and structure plans. The requirements and provisions are the highest level of planning policy control and guidance in the Western Australian planning framework. It is critical therefore that issues identified are raised during the public advertising period.

15.3 SUBMISSION ON DRAFT STATE PLANNING POLICY 4.1 INDUSTRIAL INTERFACE

SPP4.1 guides planning decisions with the aim of protecting the long-term future and operation of industry and infrastructure facilities, by avoiding encroachment from sensitive land uses and potential land use conflicts. Some of the changes to the policy proposed include:

- a change of name to reflect the broader policy measures that extend beyond the application of statutory buffers;
- clarification that the policy now applies more broadly to planning for industrial zones and infrastructure reserves;
- new policy measures for planning for transitional zones in local schemes to address incompatibility between industry and sensitive land uses; and,
- a new implementation section which outlines recommended planning approaches at each stage of the planning framework.

Overall, the review of the existing policy appears to be sound. Of merit is the proposal to include protection and buffers for Industrial Areas of State Significance under Region Schemes. This has been accomplished at Kemmerton in the Bunbury Region Scheme, and the Kwinana Industries Council has made similar proposals to the WAPC in relation to incorporating statutory controls into the Metropolitan Region Scheme.

One matter of concern relates to the interpretation of the "Precautionary Principle". The principle, which is used often in law was described at the Earth Summit in Rio in 1992 as: *"In order to protect the environment, the precautionary approach shall be widely applied by States according to their capabilities. Where there are threats of serious or irreversible damage, lack of full scientific certainty shall not be used as a reason for postponing cost-effective measures to prevent environmental degradation."* In more simple terms, where decision makers are uncertain of how something may impact, they are to take a precautionary approach to the decision.

This was a significant factor in ***Wattleup Road Development Company Pty. Ltd. and Western Australian Planning Commission [2011] WASAT 160***. This matter (a residential subdivision application refusal in Hammond Park, City of Cockburn) was before the State Administrative Tribunal which ruled that a precautionary approach be taken until such time that more adequate air quality monitoring had been completed. The application of the principle was arguably one of the most important aspects of the determination. Under the revised proposed SPP, Clause 5.3 states that *"where environmental advice is provided to planning decision-makers by the EPA and/or DWER, it should be assumed that the precautionary principles will have been applied by the agency..."*

The policy is not clear on whether the intent of this section is to make EPA and DWER decision maker's views beyond legal challenge as to whether the precautionary principle has been applied. Doing so would not be in the interests of good decision making. What has been evident in the legal debate surrounding the Kwinana Industrial Area interface is that there are differing views by experts. Allowing a single expert, such as a government department, to make an unchallenged decision is not considered to be in the best interests of future planning. City Officers recommend deleting this portion of the Policy to ensure that there is no confusion as to the extent that the advice of government agencies can be appealed.

15.3 SUBMISSION ON DRAFT STATE PLANNING POLICY 4.1 INDUSTRIAL INTERFACE

Further to this, City Officers recommend that the definitions surrounding the Urban Zone be clarified, as the Urban Zone will not necessarily result in a Sensitive Land use, such as houses, but may also include non-sensitive uses such as light industry.

It is important to note also that the draft revised SPP4.1 does not stipulate any particular buffer distances, but instead gives a framework for their formulation and adoption. This includes the consideration of technical environmental advice, strategic planning and land use considerations and State Agreements.

LEGAL/POLICY IMPLICATIONS:

Planning and Development Act, 2005
State Planning Policy 4.1: State Industrial Buffer (SPP4.1)
 Draft State Planning Policy 4.1 Industrial Interface

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial management implications related to this item.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications related to this item.

ENVIRONMENTAL IMPLICATIONS:

The SPP seeks to ensure that land uses sensitive to industrial development are not placed in locations where there would be a level of conflict.

STRATEGIC/SOCIAL IMPLICATIONS:

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

Plan	Objective	Strategy
Corporate Business Plan 2016-2021	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.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report.

15.3 SUBMISSION ON DRAFT STATE PLANNING POLICY 4.1 INDUSTRIAL INTERFACE**RISK IMPLICATIONS:**

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

Risk Event	The WAPC adopt a SPP which inadequately addresses planning issues related to the Industrial Interface.
Risk Theme	Providing inaccurate advice/ information
Risk Effect/Impact	People/Health
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Share - Share with another party
Response to risk treatment required/in place	Ensure WAPC are aware of concerns regarding the draft SPP.
Rating (after treatment)	Moderate

COUNCIL DECISION**ALTERNATE RECOMMENDATION**

MOVED CR P FEASEY

SECONDED CR M KEARNEY

That Council defer the item to allow Councillors additional time to review all new information.

LOST
2/5

OFFICER RECOMMENDATION**COUNCIL DECISION**

081

MOVED CR D WOOD

SECONDED CR M ROWSE

That Council endorses the Submission (Attachment A of Council Report Item 15.3 of the Ordinary Council Meeting being held on 14 February 2018) on the proposed changes to State Planning Policy 4.1 State Industrial Buffer (which is being renamed State Planning Policy 4.1; Industrial Interface) with the following inclusions:

15.3 SUBMISSION ON DRAFT STATE PLANNING POLICY 4.1 INDUSTRIAL INTERFACE

In reference to the recent media release by the State Government detailing it's position about future planning for the Mandogalup area (Question & Answer; section 16 (e) Land Use Planning Response at Mandogalup). The following comments area made:-

- 1. In the broader sense, it is considered that the State Government's position on future planning for Mandogalup is compatible with the objectives and policy measures set out under the draft SPP4.1. The State is introducing measures to protect industry from encroachment of sensitive uses and to provide a statutory mechanism for long term protection. It also provides clarity to landowners in the locality about the process and seeks to protect sensitive uses from the adverse impacts of industry.**
- 2. What is contestable however is the extent to which the State Government's current position, particularly its view on Area A, adequately avoids land use conflicts between industry and sensitive uses and protects industry in the longer term. The position statement notes that 'in areas not yet subject to structure plan approvals, consideration in the preparation of any plan will need to have due regard to the lands interface with the proposed improvement plan area'. The City questions how the WAPC intends to define and determine an 'interface' and address sensitive land uses as a part of this. There is no information about the decision making process in this regard and how it would apply to future rezoning in Area A. In this respect, Council has defined its position as part of its draft Local Planning Policy; Mandogalup Future Protection.**
- 3. The City also queries the status of the existing buffers in Mandogalup as previously determined in 2010 under the current SPP4.1 State Industrial Buffer. It is not clear whether the State Government's position is 'defined and accepted' by the WAPC as required under the current policy and what this may mean for decision making for Mandogalup (ie; improvement plans, lifting of Urban Deferred land or rezoning land from Rural to Urban).**
- 4. The City reserves the right to provide an additional addendum to its submission pending receipt of further legal advice regarding the above matters.**

**CARRIED
5/2**

Note – That the Officer Recommendation has been amended to include comments in reference to the recent media release by the State Government detailing its position about future planning for the Mandogalup area (Question & Answer; section 16 (e) Land Use Planning Response at Mandogalup).

Submission to the Western Australian Planning Commission on the revision of State Planning Policy 4.1: *State Industrial Buffer* to create a new Revised Draft State Planning Policy 4.1: Industrial Interface

Thank you for the opportunity to provide comment on the revision to Draft State Planning Policy (SPP) 4.1 *State Industrial Buffer*. Generally, the City supports the intent of the draft SPP4.1: Industrial Interface; however there are some points of concern or those requiring further refinement.

Of concern to the City is Clause 5.3 and the application of the Precautionary Principle. The last paragraph notes that where environmental advice is provided to the planning decision - makers by the Environmental Protection Authority (EPA) and/or Department of Water and Environmental Regulation (DWER), it is to be assumed that the principle has been applied.

This purpose of this clause remains unclear. If the intention is to make the advice of the EPA and DWER beyond review in the application of the precautionary principle, it is not supported. Given the history of conflicting advice amongst experts with regard to industrial buffers in Western Australian planning decisions alone, to appoint government agencies as having interpretation powers beyond review removes accountability and will result in less robust decision making. The City recommends deleting the final paragraph of Clause 5.3 from the draft policy.

The City is supportive of Clause 6.2 which it believes will see the amending of the Metropolitan Region Scheme to add provisions to allow creation of a Special Control Area, similar to that in the Bunbury Region Scheme, to protect and give confidence to industrial activities now and into the future. It is important that strategic industrial areas such as Kwinana are protected and recognised at the Region Scheme level, owing to their importance and priority for the State's economic future. The City recommends that the Western Australian Planning Commission progress this as a priority to give certainty to land owners in the interface with the Kwinana Industrial Area. This certainty is seen as key to ongoing industrial investment in the region, which is critical to Western Australia's future.

The definition of "Sensitive Land Use" includes Urban Zones. This is not technically correct. Whilst Sensitive Land Uses may be allowed in Urban Zones, non-sensitive zones such as Light Industry are also allowed. It is important to make this distinction, as rezoning land to Urban in a Region Scheme should not give rise to the expectation that the Local Planning Scheme will support sensitive land uses in that particular area.

This is implied through examples in Figures 2 and 3 of the guidelines, however the draft revised policy does not definitively state this to be the case. The City recommends that a definition of "Urban Zones" be incorporated into the policy, to make clear that the local government may support the development of non-sensitive Urban Zone uses such as Light Industry as part of an industrial interface.



Department of **Planning,
Lands and Heritage**



Draft State Planning Policy 4.1 Industrial Interface

November 2017

*Prepared under Part Three of the Planning and Development Act 2005
by the Western Australian Planning Commission*

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1 CITATION

This is a State Planning Policy prepared under Part 3 of the *Planning and Development Act 2005*. This policy may be cited as State Planning Policy 4.1 – Industrial Interface.

2 POLICY INTENT

The purpose of this policy is to protect industry and infrastructure facilities from the encroachment of incompatible land uses and ensure that planning decisions consider the locational constraints of these land uses, the significant investments they represent and their current and future benefits and costs to the community when considering the most appropriate land uses for the surrounding land. The policy also seeks to prevent land use conflict between industry/infrastructure facilities and sensitive land uses.

3 BACKGROUND

Industry and infrastructure facilities are critical to local, regional, State and national economies and are significant employment generators. These activities can generate air, noise, odour and other emissions and safety risks, which, if poorly planned and managed, may negatively impact the health and amenity of people.

In line with the *Environmental Protection Act 1986*, the operators of an emitting industry must take all reasonable and practicable measures to prevent or minimise emissions from their premises. While state of the art facilities, best practice processes and modern pollution control equipment should be employed, emissions beyond the boundary of an industrial land use or infrastructure facility's activities are not always avoidable. Furthermore, unintended emissions as a result of equipment failure or other causes sometimes occur. It is therefore necessary to strategically plan and manage the interface between industry/infrastructure facilities and sensitive land uses to prevent adverse impacts on existing and future residents and other sensitive land uses.

This policy provides the foundation for land use planning to prevent land use conflict associated with industry and infrastructure facilities in Western Australia. Importantly, this policy, in conjunction with similar State Planning Policies, builds upon the following key principles outlined in *State Planning Policy 1 – State Planning Framework Policy (SPP1)*:

- (a) preventing environmental problems which might arise as a result of siting incompatible land uses close together;
- (b) avoiding land use conflicts by separating sensitive and incompatible uses from industry and other economic activities with off-site impacts;

- (c) protecting key infrastructure, including ports, airports, roads, railways and service corridors, from inappropriate land use and development.

This policy also aligns with the *State Planning Strategy 2050* which seeks to identify and secure appropriate buffers to ensure air, dust, noise and odour emissions of industry do not impact on human health, amenity and wellbeing and to protect key strategic sites for industry and infrastructure facilities. The *State Planning Strategy 2050* identifies Strategic Industrial Areas as areas of significant economic and strategic importance for the State that require suitable and appropriate integration with surrounding compatible land uses and buffer areas to ensure long-term sustainability.

The intention of this policy is to prevent land use conflict at higher levels of the planning framework, including planning schemes and strategic planning documents. Consideration of land use conflict should not be deferred solely to the subdivision and/or development planning stages, where mitigation options are more limited and decisions may not adequately consider the protection of State and/or regionally significant industries, and infrastructure facilities.

3.1 Where this policy applies

This policy applies to planning decision-making for existing and proposed:

- (a) industrial zones in region or local planning schemes;
- (b) industrial land uses, including land uses that may be permitted on land that is not zoned for industrial purposes;
- (c) infrastructure facilities; and



- (d) land that may be impacted by existing and proposed industrial land uses and/or infrastructure facilities. This includes land impacted by industrial or related activity exempt from planning approval, such as mining operations.

3.2 Policy exemptions

This policy does not apply to land use conflict associated with the impacts generated by the following, which are specifically addressed in separate planning policies and guidance documents:

- (a) rural land uses, including land zoned industry – primary production, or rural;
- (b) the extraction of basic raw materials;
- (c) infrastructure corridors such as road and rail;
- (d) telecommunications infrastructure; and
- (e) aircraft noise.

The provisions of this policy do not apply retrospectively to address or remove existing land use conflicts where an existing sensitive land use is impacted by the operations of an existing approved industry and/or infrastructure facility.

3.3 When this policy should be applied

This policy is to be applied to planning decision-making for:

- (a) The preparation or assessment of planning instruments, including region schemes, improvement schemes, regional strategies or frameworks, sub-regional strategies, local planning strategies and schemes and structure plans, and to any

- amendments to these instruments, which include industrial land uses or infrastructure facilities or land that may be impacted by such proposals;
- (b) Subdivision applications for land zoned or otherwise for industrial land uses or infrastructure facilities or land that may be impacted by these land uses; and
- (c) Development applications for industrial land uses, and infrastructure facilities, or sensitive land uses that may be adversely impacted by existing industrial land uses and infrastructure facilities.

Guidance on appropriate scientific methods for determining the risk and extent of off-site impacts from industrial land uses and infrastructure facilities is not the subject of this policy. Planning decision-makers should seek advice from the relevant government agency, as outlined below in this policy, in relation to the appropriateness/acceptability of technical studies provided by proponents in support of planning proposals.

3.4 Relationship of this policy to environmental, health and safety regulations and guidelines

Various regulations and guidelines complement and overlap with the planning system, and some proposals require approvals by other decision makers. Proponents should seek appropriate professional advice in this regard. This section outlines factors and approvals related to proposals for industry and infrastructure facilities that may require consideration in planning decision-making. However, compliance with other legislation should not be interpreted as approval by the WAPC under the *Planning and Development Act 2005*.

(a) Environmental Impact Assessment - Environmental Protection Authority

The Environmental Protection Authority (EPA) considers the environmental impacts of planning schemes and scheme amendments under Part IV, Division 3 of the *Environmental Protection Act 1986*. Schemes and scheme amendments must be referred to the EPA prior to being advertised for public comment to determine if the scheme should be assessed or not, or is incapable of being made environmentally acceptable. Development proposals that are likely to have a significant effect on the environment are required to be referred to the EPA under Part IV, section 38.

The EPA's Environmental Protection Guidance Statement No.3 Separation Distances Between Industrial and Sensitive Land Uses provides advice on which land uses require separation, and recommends the appropriate separation distances. The guidance outlines the EPA's expectations on the application of separation distances for schemes and scheme amendments in the environmental impacts assessment process. The guidance also supports strategic and statutory land use planning and development decisions by planning authorities where proposed land uses have the potential to adversely impact on human health and amenity.

(b) Regulation of Prescribed Premises - Department of Water and Environmental Regulation (DWER)

Part V Division 3 of the *Environmental Protection Act 1986* makes it an offence to cause an emission or discharge from activities carried out on a Prescribed Premises unless a works approval or licence is held for the premises. Prescribed Premises are listed in Schedule 1 of the Environmental



Protection Regulations 1987. It is Department of Water and Environmental Regulation's policy: Guidance Statement: Land Use Planning 2015 to assess applications under Part V Division 3 of the *Environmental Protection Act 1986* concurrently with applications for planning approval and to make a determination once relevant planning decisions have been made.

Licences and works approvals may be granted subject to conditions to prevent, control, abate or mitigate pollution or environmental harm. Licences may be granted for up to 20 years, depending on the risk to public health and the environment posed by the premises as well as the duration of other statutory approvals, including planning approvals. Any changes to operating Prescribed Premises that may alter emissions must seek a licence amendment.

(c) **Industries with emissions not regulated as Prescribed Premises**

Industrial land uses that are not Prescribed Premises under the Environmental Protection Regulations 1987, though may still generate emissions, do not require a works approval or licence from DWER and therefore require special consideration by planning decision-makers. Examples of such land uses include automotive spray painting, metal fabrication, service stations, transport vehicle depot, panel beating, abrasive blasting and joinery and wood working premises as well as industries below the specified production capacity or design capacity threshold specified in the Environmental Protection Regulations 1987 to be a Prescribed Premise.

(d) **Off-site risks - Department of Mines, Industry Regulation and Safety**

Where a new or existing industry involves off-site risks, including cumulative risks, planning decision-makers should seek technical advice from the Department of Mines, Industry Regulation and Safety (DMIRS).

Industries involving explosives and other dangerous goods, including major hazard facilities, with potential off-site risks are regulated by the DMIRS under the *Dangerous Good Safety Act 2004*. Information on the types of goods and the critical qualities which require licensing are listed in the DMIRS's Safety Guidance Note: Dangerous Goods Safety Guidance Note Licensing and exemptions for storage and handling. Minimum separation distances between explosive facilities and various categories of incompatible land uses are provided in Australian Standard AS2187.1:1998 and the DMIRS's Dangerous Goods Safety Guidance Note – Storage of explosives.

The potential off-site risks associated with onshore petroleum facilities located on petroleum production licences are also regulated by the DMIRS under the *Petroleum and Geothermal Energy Resources Act 1967*. The DMIRS recommends that its advice is sought on the potential off-site risks associated with any development proposed within 500 metres of the boundary of an existing petroleum facility.

(e) **Mining Act 1978**

Where a planning proposal may be negatively impacted by a mining operation carried out under the *Mining Act 1978*, the planning decision-maker should seek advice from the DMIRS and the DWER regarding the risk and acceptability of potential off-site impacts. While the Minister for Mines, Industry Regulation and Safety, the warden or the mining registrar will take into account planning instruments when considering an application for a mining tenement, a planning instrument cannot operate to prohibit or affect the grant of such tenement.

(f) **High-pressure gas pipelines**

Development of land within a pipeline licence area or the Dampier to Bunbury Natural Gas Pipeline (DBGP) corridor is subject to the restrictions originating with the *Petroleum Pipelines Act 1969*, the *Energy Coordination Act 1994* and the *Dampier to Bunbury Pipeline Act 1997*.

Planning proposals affecting land within the Dampier-Bunbury Natural Gas Pipeline corridor may trigger a need for approval under Section 41 of the *Dampier to Bunbury Pipeline Act 1997*. Reference should be made to the relevant development control policy relating to the planning for high-pressure gas pipelines. Advice from the Administrator of Section 41 approvals under the *Dampier to Bunbury Pipeline Act 1997* should be sought to determine if approval is required. The planning decision-maker should advise the Administrator that it has given in principle support prior to granting approval.



4 POLICY OBJECTIVES

The objectives of this policy are to:

- (a) protect existing and proposed industry, and infrastructure facilities from encroachment by incompatible land uses that would adversely affect efficient operations;
- (b) avoid land use conflict between existing and proposed industry/ infrastructure facilities and sensitive land uses; and
- (c) promote compatible land uses in areas impacted by existing and proposed industry and infrastructure facilities.

5 POLICY MEASURES

Key elements in achieving the objectives of this policy are:

- (a) Statutory buffers should be provided around strategic sites and facilities of State significance with off-site impacts to prevent encroachment by incompatible land uses.
- (b) Industries which generate off-site impacts should be located in a Strategic or General Industry zones and ensure that off-site impacts can be contained within the industrial land use zone or surrounding compatible land use zones and/or reserves.
- (c) A compatible interface should be provided between Strategic/General Industry zones and sensitive zones.

5.1 Protecting Strategic Industry and infrastructure facilities of State significance through statutory buffers

5.1.1 Where statutory buffers should apply

A statutory buffer should be designated for existing and proposed:

- (a) Strategic Industrial Areas;
- (b) infrastructure facilities of State significance which generate off-site impacts;
- (c) individual industrial sites/facilities of State significance which generate off-site impacts; and
- (d) as determined by Minister for Planning on advice from the Western Australian Planning Commission.

5.1.2 How statutory buffers should be applied

Where designated under clause 5.1.1, statutory buffers should take the form of a Special Control Area, or similar, with related scheme provisions in planning schemes. Buffers for Strategic Industrial Areas and infrastructure facilities of State significance, should be identified in any applicable Region Scheme, or other planning instrument.

5.1.3 How compatible land uses should be promoted in statutory buffers

The following principles should be applied in planning decision-making involving land within a statutory buffer:

- (a) The Special Control Area scheme provisions for statutory buffers should identify incompatible land uses within the buffer based on the nature of

the impacts affecting the surrounding land. The following land uses should not be considered in statutory buffers:

- i. proposed sensitive land uses;
 - ii. land uses with off-site impacts that may constrain the operations of the existing buffered Strategic Industries/Facility, or the future planned development/expansion of the Strategic Industrial Area and infrastructure facility of State significance; and
 - iii. other land uses considered incompatible with the off-site impacts.
- (b) Local planning schemes should establish compatible land use zones and/or reserves in buffers, consistent with clause (a) and the strategic planning framework for the area.
 - (c) Statutory buffers should not affect non-conforming use rights.
 - (d) A notification on title pursuant to relevant legislation should be required where a subdivision (including strata title) or development is approved within a defined buffer area in order that prospective purchasers and successors in title are made aware of the existence of the buffer area and relevant factors affecting the use of the land.
 - (e) For infrastructure facilities of State significance, where the nature and extent of off-site impacts is well known, statutory buffers may comprise a number of transitional areas (identified by separate Special Control Areas) to prescribe different levels of development control depending on the distance from the source of emissions and to promote a transition of compatible land use zones and/or reserves.



- (f) Where practicable, infrastructure facilities of State significance should be located in precincts where clusters of synergistic and compatible infrastructure and land uses can be facilitated within the buffer.

5.1.4 How statutory buffers should be determined

Where a statutory buffer is required under clause 5.1.1 of this policy, the following approach should be taken to determine the size/extent of the buffer:

- (a) Potential off-site impacts, including consideration of the following:
 - i. Technical environmental reports provided by the proponent on the nature and extent of potential off-site impacts from existing and future proposed industry and/or infrastructure. For Strategic Industrial Areas, the potential cumulative impacts of the fully developed industrial area should be considered where possible.
 - ii. Technical advice from the relevant State Government agency, including the DWER, DMIRS and/or Department of Health, on the nature and extent of potential off-site impacts and the acceptability of any supporting technical studies.
- (b) Strategic planning considerations, including consideration of the following:
 - i. Strategic planning for the industrial area/facility in the context of the surrounding area;
 - ii. For Strategic Industrial Areas, the State's strategic objectives and long term planning for the industrial area and any specific requirements

of existing or planned strategic industries, on advice from the Department of Jobs, Tourism, Science and Innovation;

- iii. For infrastructure facilities of State significance, the State's strategic objectives for the infrastructure facility and/or the associated precinct, including the future potential expansion requirements of the facility, based on advice from the relevant State Government Department and the infrastructure operator; and
 - iv. Where the site involves an industry subject to a State Agreement Act, the provisions of the State Agreement must be considered on advice from the Department of Jobs, Tourism, Science and Innovation .
- (c) Proposed amendments to established statutory buffers must consider the matters in both 5.1.4(a) and 5.1.4(b).

5.2 Managing land use conflict and preventing adverse impacts

5.2.1 Industrial zones

The co-location of industrial land uses in clusters, or industrial areas, promotes a more efficient use of land by enabling the coordination of design, provision and potential sharing of infrastructure and services, inputs and by-products and ensuring separation from sensitive land uses. The following principles should be applied in planning for industrial zones to prevent land use conflict:

- (a) Sensitive land uses should not be considered in industrial zones in region or local planning Schemes;

- (b) Land uses permitted in General industry zones, including incidental or ancillary uses, should be consistent with the objectives of the zone outlined in the *Planning and Development (Local Planning Schemes) Regulations 2015*, subject to clause 5.2.1(b);
- (c) Strategic and General Industry zones should not have a direct interface with sensitive zones in local planning schemes. An interface of compatible land use zones and/or reserves should be identified in local planning schemes (such as Light Industry and Commercial zones and Public Open Space reserves) to ensure a compatible interface is achieved.
- (d) Where there is an interface between an Industrial zone and an Urban zone in a region scheme, where practicable, the compatible land use zones and/or reserves (in the local planning scheme) should be identified within both the Industrial and Urban zones of the region scheme;
- (e) Rural zoned land located adjacent to Strategic or General Industry zones should be considered compatible with off-site impacts where the impacts do not affect existing or proposed sensitive land uses on the rural land. Consistent with *State Planning Policy 2.5 – Rural Planning Policy (2015)*, single dwellings on rural land are a sensitive land uses; and
- (f) To ensure a compatible interface is retained, there should be a presumption against zoning proposals that would allow the development of new sensitive land uses on Rural zoned land adjacent to General Industry zones.



5.2.2 Industrial land uses and infrastructure facilities

The following principles should be applied in planning decision-making involving existing and proposed industrial land uses and infrastructure facilities which generate off-site impacts, and sensitive land uses which may be impacted by these.

- (a) New sensitive land uses should not be considered on land impacted by existing or proposed industrial land uses and/or infrastructure facilities;
- (b) New industrial land uses in Light Industry zones (or other non-industrial zones) should not generate off-site impacts.
- (c) New industrial land uses in General Industry zones should contain off-site impacts within the Industrial zone, or within surrounding compatible land use zones and/or reserves where in existence (such as Light Industry and Commercial zones and Public Open Space reserves).
- (d) New industrial land uses in Strategic Industry zones should contain off-site impacts within the buffer.
- (e) New infrastructure facilities, including infrastructure facilities of State significance and other/local infrastructure facilities, should contain off-site impacts within the infrastructure reserve, or within surrounding compatible zones and/or reserves where in existence.
- (f) Industrial land uses and infrastructure facilities in Rural zones should contain off-site impacts within the Rural zone, subject to clause 5.2.1(e) of this policy, or within surrounding compatible land use zones and/or reserves where in existence.

- (g) The following approach should be taken to determine the extent of off-site impacts and if clauses 5.2.2(a)-(f) can be achieved:
 - i. where the new or existing industrial land use/ infrastructure facility is a Prescribed Premises, the planning decision-maker should rely on technical environmental advice from the DWER in relation to the extent of potential off-site impacts;
 - ii. where the new or existing industrial land use/infrastructure facility is not a Prescribed Premises, or technical environmental advice from DWER is not available in relation to the extent of potential off-site impacts, the planning decision-maker should apply the separation distance recommended by the EPA in Environmental Protection Guidance Statement No.3 Separation Distances Between Industrial and Sensitive Land Uses. Where the separation distance is not achieved, the onus is on the proponent to demonstrate to the satisfaction of the planning decision-maker that the development will not generate off-site impacts on sensitive land uses and/or zones;
 - iii. where the new or existing industrial land use/ infrastructure facility involves off-site risks, such as from dangerous goods or on-shore petroleum facilities, the planning decision-maker should seek technical advice from the DMIRS with regard to the extent and acceptability of any off-site risks.
 - iv. To determine whether a planning proposal will have an impact on a high-pressure gas pipeline, the proponent should refer to the WAPC's relevant development control policy for gas pipelines.

5.3 Precautionary principle

Where a landowner/proponent has not demonstrated, to the satisfaction of the decision-maker, that a planning proposal adequately considers potential land use conflicts and will not expose existing or proposed sensitive land uses and/or zones to adverse impacts, the responsible decision-makers should apply the precautionary principle to all strategic planning proposals, subdivision and development applications.

In relation to strategic planning proposals, subdivisions and development applications, this policy recognises that each site is to be assessed on merit and that the determination of an application may involve the use of discretion in planning decision-making to support innovative solutions to prevent land use conflict.

Where environmental advice is provided to planning decision-makers by the EPA and/or DWER, it should be assumed that the precautionary principle will have been applied by the agency in formulating the advice, in accordance with section 4A(1) of the *Environmental Protection Act 1986*.



6 IMPLEMENTATION

This policy is given effect by the *Planning and Development Act 2005*. The appropriate planning tools to prevent land use conflict are State and regional strategies, region schemes, local planning strategies, local planning schemes, structure plans, subdivision (including strata title) and development applications.

As a general principle, land use conflict should be considered at each stage of the planning framework, increasing in detail at each level. Strategic planning documents and planning schemes should address land use conflict and not defer its resolution or management to subdivision approval or development assessment stage, where mitigation options are more limited and expectations may have been raised by previous decisions.

6.1 Regional and sub-regional strategic planning strategies

Regional and sub-regional strategic planning strategies should identify:

- (a) sites for State or regionally significant industrial zones;
- (b) sites for infrastructure facilities of State significance, including suitable locations for the co- location of infrastructure within precincts; and
- (c) designated buffers for existing and planned Strategic Industrial Areas and infrastructure facilities of State significance.

6.2 Region schemes

Region schemes should:

- (a) identify broad industrial zones;
- (b) identify sites for infrastructure facilities of State significance;
- (c) establish statutory buffers for Strategic Industrial Areas and infrastructure facilities of State significance as Special Control Areas, or similar, with appropriate scheme provisions; and
- (d) Ensure the lifting of urban and/or industrial deferment is subject to demonstrating suitability for its intended purpose and ability to satisfactorily address any off-site impacts. The Urban Deferred zone is not appropriate to manage statutory buffers.

6.3 Improvement schemes

Where an improvement scheme applies the scheme should establish statutory buffers as Special Controls Area or similar, with appropriate scheme provisions.

6.4 Local planning strategies

Local planning strategies should:

- (a) identify areas for Strategic, General and Light Industry;
- (b) identify all existing Prescribed Premises and land uses with off-site risks regulated under the *Dangerous Goods Safety Act 2004* and *Petroleum and Geothermal Energy Resources Act 1967* to ensure planning decision relating to the surrounding land consider any off-site impacts/risks and are referred to the regulating agency for technical advice;

- (c) identify designated statutory buffers for existing and proposed Strategic Industrial Areas, infrastructure facilities of State significance and industrial sites of State significance, and the compatible land uses appropriate in the buffer;
- (d) Where an industrial zone has been identified to transition to a sensitive zone, local planning strategies should identify any existing industrial land uses with offsite impacts in the area and provide a framework for managing the transition over time to avoid land use conflict between existing industries and new sensitive land uses; and
- (e) Where an area has been identified to transition to an industrial zone, local planning strategies should identify any existing sensitive land uses in the area and provide a framework for managing the transition over time to avoid land use conflict between existing sensitive land uses and new industrial land uses.

6.5 Local planning schemes

Local planning schemes should:

- (a) Identify Strategic, General and Light Industrial zones;
- (b) Identify compatible land use zones and/or reserves to provide a transition between General Industry and sensitive land use zones;
- (c) establish statutory buffers as Special Control Areas, or similar, with appropriate scheme provisions, for Strategic Industrial areas, strategic infrastructure facilities and industrial sites of State significance, including those located outside region scheme areas;
- (e) Identify compatible and incompatible land uses within buffers. Where land located within a buffer is zoned Urban in region schemes, local planning



- schemes should establish compatible urban zones and/or reserves and land uses; and
- (f) In contemplating zoning proposals or amendments to local planning schemes, planning decision-makers should:
- i. ensure zoning proposals identify any areas of land impacted by existing or proposed industrial land uses and infrastructure facilities, including high-pressure gas pipelines and mining operations, and exclude any sensitive land uses and/or zones from the impacted area of land; and
 - ii. ensure zoning proposals within buffers are consistent with the purpose of the buffer and should not constrain existing operations, or the proposed development/expansion, of the buffered industrial area or infrastructure facility.

6.6 Structure plans

- (a) Where an area of land may be impacted by existing or proposed industrial land uses, or infrastructure facilities, and is identified in a scheme as suitable for urban or industrial development, a structure plan should be prepared for the purposes of orderly and proper planning.
- (b) Structure planning should be undertaken for all new General Industry zones in local planning schemes for the purpose of orderly and proper planning, and, where practicable, should include the area of land surrounding the Industrial zone to understand the context of the proposal and enable a compatible interface to be coordinated.

- (c) Structure planning should address land use conflict, in addition to other standard structure planning requirements, and coordinate the development of compatible land uses in buffers and at the interface between industry/infrastructure facilities and sensitive zones.

6.7 Subdivision

- (a) Subdivision (including strata title) should seek to manage and avoid land use conflict through appropriate subdivision design.
- (b) Refer to *Development Control Policy 4.1 Industrial Subdivision*.
- (c) Refer to relevant development control policy relating to the planning for High-Pressure Gas Pipelines.

6.8 Development applications

In contemplating development proposals, the following shall apply:

- (a) The provisions of clause 5.2.2 of this policy.
- (b) Refer to relevant development control policy relating to the planning for high-pressure gas pipelines.
- (c) Development on land within a buffer should be consistent with the purpose of the buffer and should not constrain the existing operations, or the proposed development/expansion of the buffered industrial area or infrastructure facility.
- (d) Development applications should include information on the nature and extent of any off-site impacts, and proposed management plans.

- (e) Development applications should identify any approvals required under other legislation, such as works approval and licencing required under Division 3, Part V of the *Environmental Protection Act 1986* and safety requirements under the *Dangerous Goods Safety Act 2004* and *Petroleum and Geothermal Energy Resources Act 1967*.

6.9 Local planning policies

Local governments may prepare local planning policies to supplement or elaborate on measures associated with the implementation of this policy. Local planning policies should be consistent with the objectives and intent of this policy, as reflected in local planning strategies and schemes.



7 DEFINITIONS

- Buffer** The designation of land in which sensitive land uses are constrained. A land use planning response, the extent of a buffer comprises the potential off-site impacts of the land use and strategic planning considerations, such as the State's objectives for the site and the continuation and/or expansion of the industry/infrastructure in the context of surrounding land uses.
- A buffer is measured from activity to activity, and does not necessarily relate to cadastral boundaries.
- Compatible land use zone /reserve** Zones and reserves which are generally compatible with odour, dust, noise and other emissions from industry, and where sensitive land uses are restricted, such as Light Industry, Service Commercial, Commercial and Rural zones and Public Open Space, Environmental Conservation, State Forest, Infrastructure Services and Car Park reserves. The range of compatible land use zones/reserves may depend on the nature of emissions and impacts.
- General industry zone** To provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from residential and other sensitive land uses, as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015*. Also includes other similar industrial zones in local planning schemes.
- Incompatible land use** Includes sensitive land uses, as well as other land uses incompatible with the off-site impacts of a land use. For example, some commercial land which requires high levels of amenity may be incompatible with industrial land uses with amenity impacts. Land uses which attract a large number of people are generally considered incompatible with land uses which involve off-site risks.

Industrial land use

Industrial land use or industry, as defined in the *Planning and Development (Local Planning Schemes) Regulations 2015*, means premises used for the manufacture, dismantling, processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes:

- (a) the storage of goods
- (b) the work of administration or accounting
- (c) the selling of goods by wholesale or retail
- (d) the provision of amenities for employees
- (e) incidental purposes.

Industry – primary production

Industry - primary production means premises used:

- a) to carry out a primary production business as that term is defined in the *Income Tax Assessment Act 1997* (Commonwealth) section 995-1; or
- (b) for a workshop servicing plant or equipment used in primary production businesses.

Industrial site/facility of State significance

An industrial site/facility that is considered to be of significance to the State of Western Australia by virtue of any or all of the economic, social, cultural or environmental values for that land use, area or issue, as determined by the Western Australian Planning Commission.

Infrastructure facilities

Infrastructure sites or nodes, such as major energy generation and transmission facilities, wastewater treatment plants, water treatment plants including desalination and water recycling plants and major waste water pump stations, major waste facilities, major trading ports, intermodal terminals.

Infrastructure reserve

Any reserve in a planning scheme which provides for infrastructure and where sensitive land uses are restricted.



Light industry zone	To provide for a range of industrial uses and service industries generally compatible with urban areas, as defined in the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> . Also includes other similar industrial zones in local planning schemes.
Off-site impacts	Impacts such as odour, noise, spray drift, vibration, dust, groundwater, air pollution or light spill that cannot be contained within a property boundary. These are impacts which remain after mitigation and management to regulatory and/or policy standards.
Rural land	Land zoned for agricultural or rural use in a Region or local planning scheme or strategy.
Precautionary principle	The presumption against approving further strategic planning proposals, subdivision and development applications or intensification of land uses, where there is a lack of certainty that the potential for significant adverse impacts can be adequately reduced or managed in the opinion of the decision-maker.
Prescribed premises	Certain industrial premises with the potential to cause emissions and discharges to air, land or water which trigger regulation under the <i>Environmental Protection Act 1986</i> . Prescribed premises categories are outlined in Schedule 1 of the Environmental Protection Regulations 1987.
Sensitive land use	Land uses that are residential or institutional in nature, where people live or regularly spend extended periods of time. These include dwellings, short-stay accommodation, schools, hospitals and childcare centres, and generally excludes commercial or industrial premises.
Sensitive zone	An umbrella term that covers land use zones that provides for development of sensitive land uses. These include Urban, Urban Development, Residential, Rural Living and Community Purpose zones, and proposals for the lifting of Urban Deferment.
Separation distance	As defined in Environmental Protection Guidance Statement No.3 Separation Distances Between Industrial and Sensitive Land Uses, a recommended distance necessary to separate a source of emissions (gaseous and particulate emissions, dust, odour and noise) from sensitive land uses in order to avoid impacts to health and amenity.

Special control area	Special Control Area means an area identified under a region or local planning scheme map as an area subject to special controls set out in this scheme. Special Control Areas identify areas which are significant for a particular reason and where special provisions in the scheme may need to apply. These provisions would typically target a single issue or related set of issues often overlapping zone and reserve boundaries. Where a Special Control Area is shown on the scheme map, special provisions related to the particular issue would apply in addition to the provisions of the zones and reserves. These provisions would set out the purpose and objectives of the Special Control Area, any specific development requirements, the process for referring applications to relevant agencies and matters to be taken into account in determining development proposals.
Strategic industrial areas	Areas zoned or planned for Strategic Industry, identified by the Department of Jobs, Tourism, Science and Innovation. Strategic Industrial Areas are planned industrial sites of significant economic and strategic importance to the State which provide buffered industrial land in strategic locations for the development of resource and export oriented industries, major utilities infrastructure and other strategic industries which may generate off-site impacts. Strategic Industrial Areas are formally recognised in planning schemes where they comprise an industrial core zoned as 'Strategic Industry' or similar and an appropriate statutory buffer.
Strategic industry zone	To designate industrial sites of State or regional significance, as identified by the Department of Jobs, Tourism, Science and Innovation. May include Strategic Industrial Areas, as well as individual industrial sites of significance economic and strategic importance to the State, such as those subject to State Agreement Acts.



GUIDELINES

The following explanatory text provides further guidance in regard to the application of Sections 5.1 and 5.2.1 of *State Planning Policy 4.1 Industrial Interface*.

5.1 Protecting Strategic Industry and infrastructure facilities through statutory buffers

Figure 1 and Figure 2 provide an example of the application of buffers as Special Control areas in local planning schemes for an infrastructure facility and a Strategic Industrial Area, respectively, in accordance with the proposed policy measures in clause 5.1 of the draft State Planning Policy 4.1 (2016).

Clause 5.1.4 of the proposed policy indicates that statutory buffers should be determined in consideration of potential off-site impacts and strategic planning considerations. This could include the State's strategic objectives/requirements for the facility to expand in the future to service the region's growing population.

The buffer in Figure 1 also includes two transitional areas implemented through two separate Special Control Areas, referenced as SCA1 and SCA2. In this example, the scheme provisions for SCA1 may prohibit all sensitive land uses and commercial land uses, whereas the scheme provision for SCA2 may allow development of commercial land uses, where the commercial land uses are not also sensitive land uses (such as a child care premises).

The local planning scheme identifies compatible zones and reserves within the buffer to encourage the development of compatible non-sensitive land uses.

The example in Figure 2 shows a Strategic Industrial Area, the boundary of which comprises the Strategic Industry zone and the surrounding Special Control Area buffer. The local planning scheme identifies compatible zones and reserves within the buffer to encourage the development of compatible and non-sensitive land uses. Where a new industrial land use is proposed within the Strategic Industry zone, the planning decision maker should ensure that potential impacts can be contained within the buffer.

5.2 Managing land use conflict and preventing adverse impacts

5.2.1 Industrial zones

The intention of clause 5.2.1 of the draft policy is to prevent and manage land use conflict at higher levels of the planning framework, including planning schemes and strategic planning documents. This is achieved by ensuring that General Industry and Strategic Industry zones are adequately separated from zones for Residential and other sensitive land uses (for Residential/Mixed Use zones). This application of this policy measure is shown in Figure 3.

The region planning scheme map in Figure 3 shows the interface between an Industry zone, an Urban zone and a Rural zone. To manage potential land use conflicts, the local planning scheme map for the same area identifies a transition of compatible zones and reserves, including Light Industry, Service Commercial and Public Open Space, between the General Industry zone and Residential zone. In this example, the compatible zones and reserves identified in the local planning scheme are shared over both the Industrial and Urban zones in the Region Scheme.

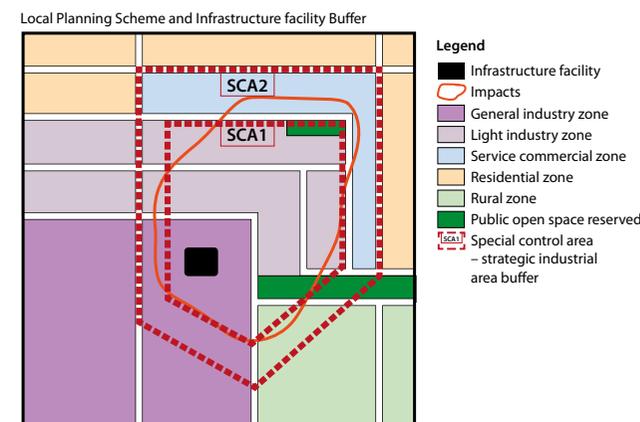


Figure 1: Example of policy measures in clause 5.1 for Infrastructure Facilities

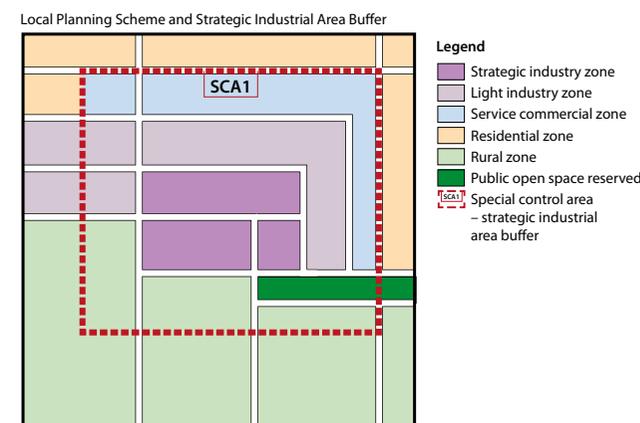


Figure 2: Example of policy measures in clause 5.1 for Strategic Industrial Areas

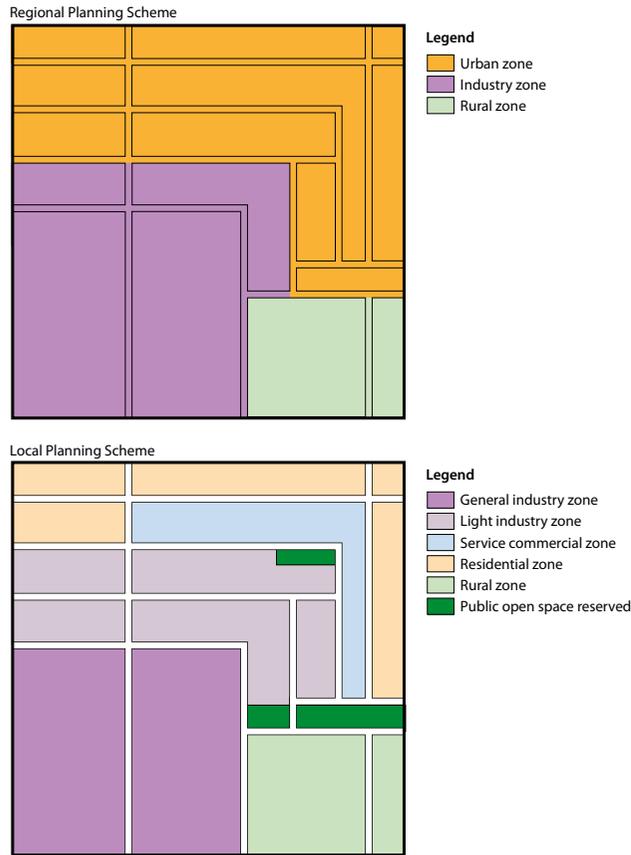


Figure 3: Example of policy measures in clause 5.2.1

5.2.2 Industrial land uses and infrastructure facilities

In accordance with clause 5.2.2 of the proposed policy, where a development application is made for an industrial land uses with potential off-site impacts, it is important to consider if the proposed site is an appropriate location for the industry and that off-site impacts will not affect surrounding sensitive land uses, or land zoned for this purpose.

The objective of the Light Industry zone is to provide for a range of industrial uses and service industries generally compatible with urban areas. As shown in the example in Figure 4, applications for industrial development in the Light Industry zone should therefore ensure that the development will not generate any adverse off-site impacts (i.e. impacts should be contained within the property boundary).

The objective of the General Industry zone is to provide for a broad range of industrial, service and storage activities which, by the nature of their operations, should be isolated from Residential and other sensitive land uses. As shown in Figure 4, where an industrial development will have off-site impacts, it should be located on land zoned General Industry, or within a Strategic Industrial Area. Offsite impacts of industries in the General Industry zone should be contained within the industrial zone and/or the surrounding compatible zones/reserves, and should not affect surrounding sensitive land uses, or land zoned for sensitive land uses.

In this example, the Rural zoned land located adjacent to the Industrial zone should be considered compatible with the off-site impacts of the industry as the impacts will not adversely affect the rural dwelling.

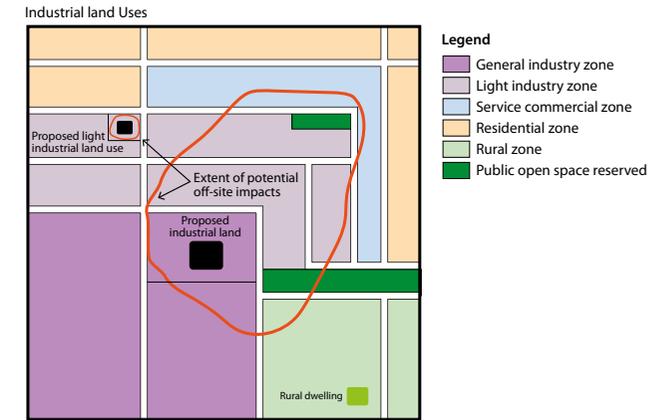


Figure 4: Example of policy measures in clause 5.2.2

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WESTERN AUSTRALIAN PLANNING COMMISSION

STATEMENT OF PLANNING POLICY No. 4.1

STATE INDUSTRIAL BUFFER POLICY

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BACKGROUND INFORMATION

1. INTRODUCTION

The purpose of the State Industrial Buffer Policy is to provide a consistent Statewide approach for the protection and long-term security of industrial zones, transport terminals (including ports) other utilities and special uses. It will also provide for the safety and amenity of surrounding land uses while having regard to the rights of landowners who may be affected by residual emissions and risk.

The background information draws a number of conclusions which are pertinent to a State Industrial Buffer Policy. These are based on an assessment of the need for buffer areas, an explanation of current practices in WA and elsewhere and a discussion of equity and compensation issues. The policy establishes objectives and principles and how the principles should be applied to define and secure buffer areas and who should pay for them. It is intended that the Western Australian Planning Commission (WAPC) will, after the policy has been in operation for a period of two full years, undertake a review of its effectiveness, and if necessary amend the Policy.

1.1 Why Have a Buffer Area?

Industry and infrastructure by their very nature may generate a range of emissions of pollutants including noise, dust, gas, odour, fumes, lighting overspill as well as risk levels which may not be compatible with other land uses. As a result, most industries and infrastructure as well as some other uses need to be separated from residential areas and other sensitive uses with a buffer area (refer to definitions in Appendix 1) to ensure that amenity (environmental quality, health and safety standards) is maintained at acceptable levels.

The buffer area may be accommodated on-site within the plant, outside the plant but within the property boundary, or off-site on surrounding properties. The extent of the buffer area will depend on the industry/infrastructure/special use and particular circumstances (e.g. scale of operations).

In the case of industries of a light/service nature and technology parks, the impacts can usually be retained on-site or within the technology park or industrial area boundaries. This is a normal requirement of the performance-based definitions used for these industries/activities (refer to Appendix 1). Building setbacks in effect form the buffer area. The use of setbacks in this instance is most effective, particularly when combined with landscaping, for reducing impacts to acceptable levels (e.g. building bulk, noise and light overspill from storage areas, car parking and servicing areas, etc).

However, other industries such as hazardous, noxious and resource processing as well as infrastructure such as power generation facilities, effluent treatment plants and ports (including associated road/rail/pipeline transport routes into these areas) and some specific uses such as motor racing often require extensive buffer areas which may extend off-site on to surrounding properties. Often these industries and infrastructure are a vital component of the economy of Western Australia and are essential for the quality of life that we enjoy. For example, the resource processing sector in 1992-1993 directly employed 6.3 per cent of the State's workforce and contributed 31.8 per cent of the gross state product—equivalent to \$11 billion. Even with good pollution control technology and practice, these industries often have residual emissions of pollutants which cannot practicably be avoided (i.e. gas, odour, dust, noise). In addition, there may be unavoidable risk of injury or death from accidents associated with industrial activity or the storage of dangerous goods.

Resource processing industries and infrastructure very often need to be at strategic locations, for example, close to infrastructure such as port facilities and key transport connections. These industries will also need to be near their workforce and other industries with which synergies have developed. The present location of many established industries therefore represents a vital land use to the State. Similarly, infrastructure, particularly ports, may have significant locational constraints. This type of infrastructure is restricted to only a few locations which are suitable in WA. It is therefore necessary to recognise the locational constraints of these facilities, the significant investments they represent and to fully consider the costs to the community when determining the highest and best use of surrounding buffer land.

1.2 Application

The policy applies to all industry infrastructure and special use categories where on-site and off-site buffer areas are required. It also has regard to associated road/rail/pipeline transport routes servicing these facilities and airports.

This policy addresses the buffer requirements of the following industrial categories (existing and new industry)—

- resource processing industry;
- general industry;
- hazardous industry;
- noxious industry;
- extractive industry;
- rural industry;
- light industry;
- service industry; and
- technology parks.

The policy also addresses the buffer requirements of major infrastructure (existing and new infrastructure) including—

- ports;
- major freight terminals;
- waste water treatment plants;
- water treatment plants;
- power generation facilities;
- power distribution terminals and substations;
- solid waste disposal sites;
- airports; and
- gas/petroleum pipelines

Also included are those other **special uses** that may require a buffer area, such as major sporting facilities like speedway racing, football and soccer stadia.

1.3 Implementation of a Statement of Planning Policy

Section 5AA of the Town Planning and Development Act outlines the criteria for the preparation of a Statement of Planning Policy, and sets down the role for local government as—

7 Preparation of schemes

(5) Every local authority in preparing or amending a town planning scheme

(a) shall have due regard to any approved statement of planning policy prepared under section 5AA which affects its district;

This means that whenever a local government amends or reviews a scheme or prepares a new district scheme it must pay due regard to this statement of planning policy. Obviously the WA Planning Commission will be aware of the inclusion or otherwise of buffer areas in new schemes, and will assess them accordingly.

In addition, the Environmental Protection Authority (EPA) will also be assessing schemes under the most recent planning legislation amendments. This Policy will fit in with the new legislation which has the following key features—

- statutory plans are now subject to formal environmental assessment by the EPA. Acceptable buffer areas in accordance with this Policy will be part of that assessment.
- agencies responsible for preparing and amending statutory plans now have equivalent status to proponents under the environmental assessment system. A local government will have to notify the EPA about its intention to prepare or amend a scheme, so that the EPA can determine if a formal assessment is needed.
- preparation of an environmental review of a scheme may be required by the EPA prior to formal advertising.
- submissions received during formal advertising which contain environmental issues must be referred to the EPA.
- the EPA may recommend conditions which shall be incorporated in statutory plans before consideration for final approval by the WAPC.

The Department of Environmental Protection is in the course of preparing a Generic Industrial Buffer Distance Review, which will form the primary guide to the need for buffers, along with appendices to this Policy.

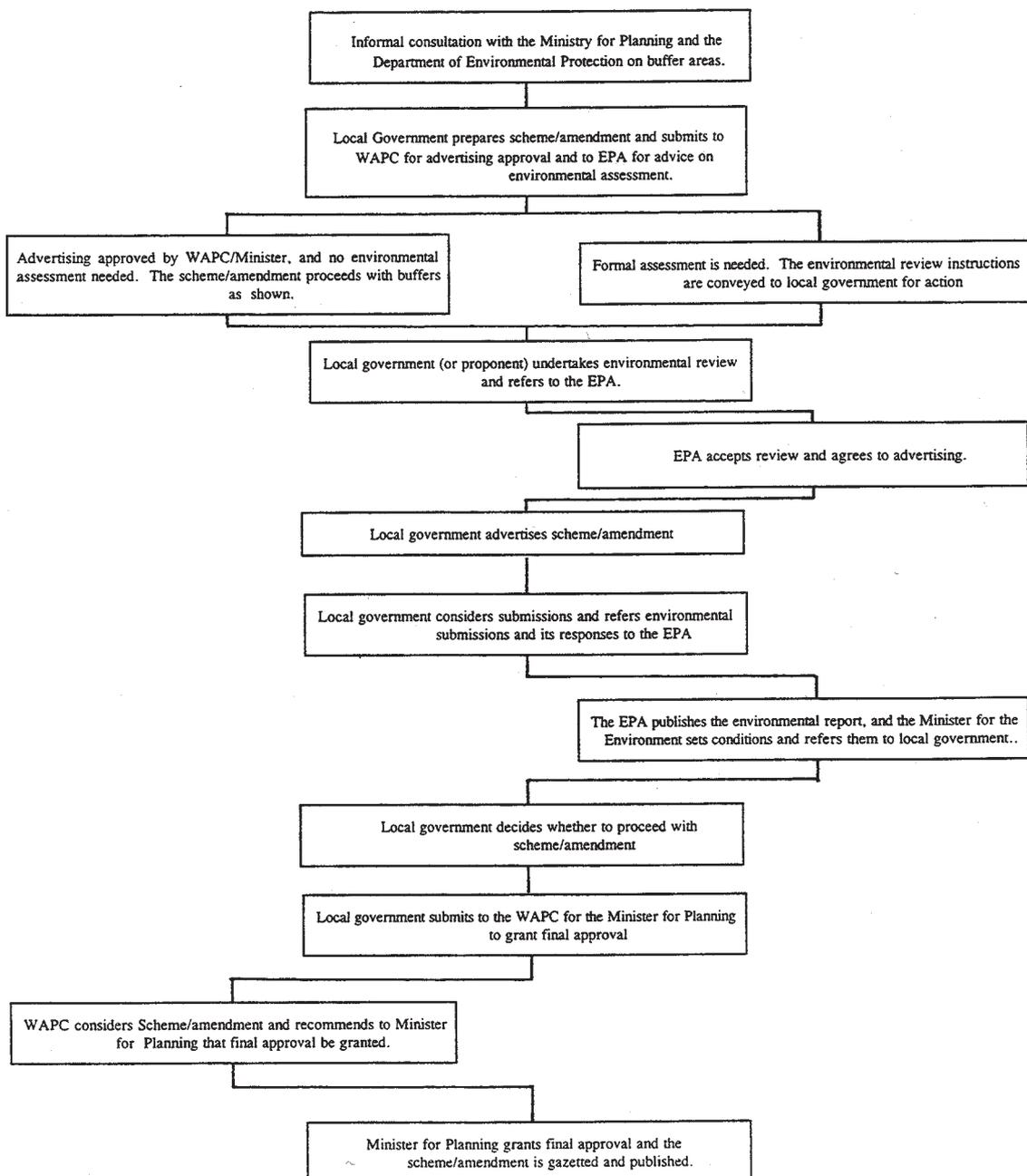
Generally the following procedure as shown diagrammatically on page 9 should be followed by local government when preparing a scheme or scheme amendment. In this context it should be noted that it will often be the Proponent behind the initiation of a scheme or scheme amendment who will be responsible for some of the following—

- Informal consultation with the Ministry for Planning and the Department of Environmental Protection when the preparation of a scheme or the amendment of a scheme is being considered to determine the need for, and the scope of buffer areas.
- The EPA would then be formally notified when the local government resolves to amend or prepare a scheme. This would be at the same time local government sought approval to advertise from the WAPC.
- Under the provisions in the Environment Protection Act the EPA must notify local government within 28 days whether a scheme or amendment needs to be assessed. It would be at this stage that the EPA would give informal advice on buffer areas if there was to be no formal assessment.
- If formal assessment is required the EPA has 60 days to send instructions concerning the scope and content of an environmental review. These formal instructions would cover the general requirements for the implementation of buffer areas.

- Local government would then prepare, or have prepared by a proponent, an environmental review and receive clearance from the EPA before the scheme is advertised for public comment.
- Once this clearance is received, approval from the WAPC to advertise is sought, and the scheme is advertised and treated as any other scheme.
- Any submissions that relate to environmental matters, (the submissions commenting on buffer areas could be considered of this nature,) would be referred to the EPA. The EPA will report to the Minister for the Environment on any environmental factors which should be incorporated into the scheme.
- The scheme with resolutions on the submissions and the advice from the Minister for the Environment is then referred to the WAPC for final approval.

FLOW DIAGRAM

STATE INDUSTRIAL BUFFER POLICY



2. LAND USE RESTRICTIONS

While buffer areas are an effective tool for dealing with residual emissions and risk, they often affect land not owned by the proponent (which is often held in private ownership) and can result in limitations being imposed on the use and development of this land. This raises issues of equity and possible compensation, in particular, who should “pay” for off-site buffer areas around proposed or established industry and infrastructure.

The legal position in Western Australia in relation to compensation should be made clear first. Claims for compensation under Section 12 of the Town Planning and Development Act, 1928, can arise only where a property is injuriously affected by the making of a town planning scheme subject to the following limitations—

12(2a)(b) Subject to the provision of paragraph (c), land shall not be deemed to be injuriously effected by reason of any provision of a town planning scheme which comes into force on or after the appointed day, and which deals with any of the matters specified in clause 10 of the First Schedule, unless the scheme

(i) permits development on that land for no purpose other than a public purpose;

or

(ii) prohibits wholly or partially the continuance of any non-conforming use of that land or the erection, alteration or extension on the land of any building in connection with or in furtherance of, any non-conforming use of the land, which, but for that prohibition, would not have been an unlawful erection, alteration or extension under the laws of the State or the by-laws of the local authority within whose district the land is situated.

It is essential that once buffer areas are defined, the impacts of industry/infrastructure are confined within the buffer on the one hand and, on the other hand, the buffer area is not encroached upon by sensitive uses. It is important that any variations to a defined buffer area must have regard to the rights of landowners, existing industries and the future development intentions of the industry or infrastructure.

The interests of landowners affected by buffer areas can be addressed either directly or indirectly.

2.1 Direct Payments to Landowners

This approach involves payment to the owner of land within the buffer area that is incorporated in the town planning scheme by the developer through acquisition of the land or the acquisition of the rights or interests in the land that restrict its development or use (or other economic mechanisms referred to in Appendix 2), and would be negotiated depending on the particular circumstances. This approach is most applicable in the case of new industrial estates and infrastructure which is surrounded by low intensity broad hectare rural uses (examples include Kemerton and the Collie Power Station). It is also applicable in some instances to single site industries such as Alcoa's Wagerup and Pinjarra Refineries which are surrounded by broad hectare rural land which has been acquired and is farmed by Alcoa.

This approach would be supported by restrictions under planning controls over the uses permitted in the buffer area.

2.2 Indirect Payments to Landowners

An alternative to the above involves the re-planning of buffer areas to allow the development of compatible higher-value land uses, referred to as compatible land uses. These compatible land uses would neither generate significant emissions and/or risk, nor warrant protection from them.

This approach allows the buffer area to be retained in private ownership. However, its application depends on local/regional opportunities for the development of compatible higher-value land uses, the availability of servicing infrastructure and compatibility with the planning framework for the area. It is most applicable where it is possible to match the buffer area with the outer boundaries of the compatible land uses.

This approach has been applied to the buffer areas around special industrial zones in the Shires of Albany and Plantagenet. However, the remote location of these zones has raised concerns about the suitability of this land for compatible use zones and the degree to which landowners accept this solution.

2.3 Established Industry and Infrastructure

Within some areas surrounding established industrial estates, single-site industries infrastructure (e.g. ports) and other special uses, sensitive uses have been allowed to encroach over time due to poorly defined buffer areas and/or the absence of adequate planning and development controls to secure them. In these circumstances the nature of land uses within what should be the buffer areas, and regional/local conditions may make it neither practical nor reasonable for the established industry or infrastructure to be responsible for removing those sensitive uses. Where this occurs subdivision and land use controls may be the most appropriate to prevent further encroachment.

In extreme cases, where the encroachment of sensitive uses is extensive and environmental criteria are exceeded by significant levels, on advice from the Environmental Protection Authority, the government may restrict further industrial development or provide the resources to either relocate the industry or infrastructure or to enable it to meet established emission standards at the boundary of the encroaching sensitive use.

Where there is potential for land use conflicts to occur, and the alternatives mentioned above are not realistic options, planning authorities may need to prepare specific policies or strategies to provide strategic land use and development control guidance for town planning schemes. For example, the prohibitive cost to the State of purchasing the buffer around the Kwinana Industrial Area (when considered by the Kwinana Industrial Coordinating Committee (KICC) in 1991) resulted in the KICC requesting the then State Planning Commission to prepare a policy to provide subdivision and development guidance to secure the long term protection of the Kwinana Industrial Area and its buffer.

Proposals for new development and expansion/upgrading of existing facilities in established industrial estates, single-site industries and infrastructure (including new activities associated with the growth of trade at ports) should have regard to the interests of affected landowners in surrounding areas, where unacceptable impacts extend beyond any existing buffer areas. (The WAPC in conjunction with the EPA would determine those impacts that are unacceptable). In recognition of these interests, the developer may need to upgrade processing systems to mitigate impacts and negotiate with affected landowners, in the same way as with proposals for new facilities and industrial estates in greenfield sites, where indirect solutions in the form of compatible land uses cannot be applied.

STATE INDUSTRIAL BUFFER POLICY

1. OBJECTIVES

(1) To provide a consistent Statewide approach for the definition and securing of buffer areas around industry, infrastructure and some special uses.

(2) To protect industry, infrastructure and special uses from the encroachment of incompatible land uses.

(3) To provide for the safety and amenity of land uses surrounding industry, infrastructure and special uses.

(4) To recognise the interests of existing landowners within buffer areas who may be affected by residual emissions and risks, as well as the interests, needs and economic benefits of existing industry and infrastructure which may be affected by encroaching incompatible land uses.

2. PRINCIPLES

(1) Industries, infrastructure and special uses requiring off-site buffer areas are an important component of economic growth in Western Australia and are essential for the maintenance of our quality of life. These facilities and associated buffer areas must be planned for.

(2) Off-site buffer areas shall be defined for new industry, infrastructure and special uses where necessary to comply with accepted environmental criteria. Off-site buffer areas shall also be defined for established industry and infrastructure to comply with accepted environmental criteria where there are existing land use conflicts or where there is the potential for land use conflicts to occur.

(3) Once an off-site buffer area is defined, the boundary should not be varied unless justified in a scientifically based study (e.g. the impacts of industry/infrastructure should be maintained within the buffer and it should not be encroached upon by sensitive uses).

(4) It is essential that once an off-site buffer area is defined, it must be recognised in a town planning scheme.

(5) Where a buffer area is included as part of a town planning scheme, all issues relating to restrictions on land use and development, and the effect on landowners and existing industry, shall be addressed by the scheme.

3. THE NEED TO PLAN FOR BUFFER AREAS

All industries, infrastructure and special uses incorporate a buffer area within the boundaries of the site. However, for many industries infrastructure and special uses it is just not practical (usually not economically viable) to retain the entire buffer area on-site.

3.1 On-Site Buffer Areas

Light and service industry and technology parks should retain all emissions and hazards on-site or at least within the zone or park area.

On-site buffer areas should be sufficient to address local amenity. Local governments should ensure that sufficient setback distances (including the treatment of setbacks, e.g. landscaping) are included in their town planning schemes to retain residual emissions and risks within site boundaries. Easements to provide protection for infrastructure such as drainage lines, transmission lines and gas and petroleum pipes should also be shown as these are one form of on-site buffer. Provisions should also be included to ensure acceptable levels of visual amenity.

3.2 Off-Site Buffer Areas

Off-site buffer areas may be required for the following categories of industry, major infrastructure and special uses—

- hazardous industry;
- noxious industry;
- resource processing industry;
- extractive industry;
- rural industry;
- medium and general industry;
- major sporting venues; and
- noisy sports such as speedway or drag racing.

Off-site buffer areas should be defined and secured as early as possible in the planning stages for new facilities and the expansion/upgrading of existing facilities to ensure the protection and long-term security of the industry/infrastructure, including associated road/rail/pipeline transport routes. Off-site buffer

areas should also be determined and secured for established industry and infrastructure where there are existing or potential land use conflicts with the facility.

The definition and securing of off-site buffer areas is important to —

- provide certainty for industry, encouraging continuing investment in the State;
- provide a greater level of certainty for infrastructure which often represents major investment by the State and is not easily replaced, particularly for resource processing industries and its major infrastructure such as ports which have significant locational constraints; and
- ensure that the buffer provides adequate protection for the interests of surrounding landowners.

The remainder of the policy focuses on defining and securing off-site buffer areas, in view of the importance of this matter to the State.

4. THE DEFINITION OF OFF-SITE BUFFER AREAS

The identification of an off-site buffer area requires the application of both environmental criteria and planning criteria to determine the actual size and boundaries of the buffer area. This will require the boundaries of buffer areas to meet the requirements of the Environmental Protection Authority, the Western Australian Planning Commission and the Department of Minerals and Energy.

The Environmental Protection Authority and Department of Environmental Protection (DEP) through the administration of the Environmental Protection Act, will advise on the environmental standards and management of industry/infrastructure/special uses including environmental criteria for both new and established industry, infrastructure and special uses. The DEP Generic Industrial Buffer Distance Review will be a guide to these buffer distances and environmental standards.

Environmental criteria may be developed for specific types of emissions and risk and may be applied to a defined area in the form of an Environmental Protection Policy. These criteria shall be applied by the industry or responsible authority (developer) to determine the buffer area required around an existing or proposed industry or infrastructure or to ensure compliance with an Environmental Protection Policy. Guidelines may be developed to assist with defining buffer areas for generic industry and infrastructure types (e.g. ports). It is important that responsible authorities have regard to these environmental guidelines and criteria when investigating and defining land use zones in site specific locations.

Where an industry or authority responsible (developer) for the operation of an established facility and the Western Australian Planning Commission consider that either existing or potential land use in the vicinity has the potential to compromise the operation of that facility, the developer shall undertake a buffer definition study to define the extent of the buffer area required to secure the facility. Such a study will identify the likely emissions, hazard and risk, noise or lighting and model the development to show the extent of these outside the development site. The study should also show how amelioration could occur, and if this is not possible, the buffer distances required to enable the use to be developed. The incompatible uses that need to be avoided in the buffer area would also be identified.

The Western Australian Planning Commission shall evaluate the buffer definition study recommendations when considering land use decisions that may need to be made in the relevant area.

Extractive industry is a special case, as it can be a temporary use or a long term use. In the case of basic raw materials, or materials used in the development of urban areas for buildings, roads and infrastructure, its cost effectiveness often requires proximity to the urban areas. Each case will need to be considered separately, with hard rock quarries being of a long term nature perhaps needing different treatment to the limestone and sand extraction areas.

4.1 Planning Criteria

The definition of an off-site buffer area will require the application of planning criteria as stated in WAPC policies and in local government planning schemes for land use and development control. These criteria may be expressed through the following planning instruments where they affect the subject land—

- town planning schemes;
- region plans and strategies;
- structure plans; and
- policies.

The application of planning criteria will require consultation between the Environmental Protection Authority and Western Australian Planning Commission prior to the finalisation of the boundaries of an off-site buffer area. Existing land use will be recognised as an important factor in defining the buffer area.

4.2 Environmental Criteria

The following types of environmental criteria shall be applied on a site or area-specific basis by the developer for the purpose of determining the size of buffer areas and for protecting buffer areas from inappropriate uses. These include—

- risk (individual and societal);
- air quality (e.g. dust, sulphur dioxide);
- noise; and
- odour.

It is recognised that the following types of environmental criteria need to be developed further by the Environmental Protection Authority, industry and planning authorities to provide a more scientific approach for the definition and protection of buffer areas.

- societal risk;
- odour; and
- dust.

Some criteria for odour have been produced by the Department of Environmental Protection. The Environmental Protection Policy for Kwinana specifies dust levels for industry within the policy area. Dust levels for new industries are set on a case-by-case basis using the Kwinana criteria where appropriate. While there are criteria for individual risk assessment, there are presently no criteria in Western Australia or Australia for societal risk. However, the Environmental Protection Authority requires that where residential areas abut hazardous industry, societal risk assessment should be carried out. In the interim, the Environmental Protection Authority uses criteria developed by the Health and Safety Executive in the United Kingdom as a guide in determining its advice on specific proposals.

Societal risk criteria for industry, infrastructure and special uses will be established by the EPA in consultation with the Department of Minerals and Energy.

4.3 Environmental Protection Policies

Environmental Protection Policies may also be used to define off-site buffer areas where it is necessary to establish environmental quality objectives and standards for industry or infrastructure.

In the determination of boundaries and any environmental quality standards for buffer areas in Environmental Protection Policies, it is essential that the Environmental Protection Authority and Western Australian Planning Commission liaise closely to ensure that both environmental and planning criteria are adequately addressed.

4.4 How Should Industry and Infrastructure Comply with Environmental and Planning Criteria?

Industry and infrastructure normally comply with adopted environmental and planning criteria through a combination of—

- appropriate management practices which should not unreasonably inhibit industry capacity or infrastructure usage; and
- off-site buffer areas.

The size of the buffer area is dependent on the management practices used. The balance is normally based on a weighing up of the economic viability of incorporating management practices versus the availability and cost of securing a buffer area. Best practicable environmental management practices (BPEMPs) may be acceptable where an adequate off-site buffer area can be provided. If only a smaller buffer area is available then best environmental management practices (BEMPs) may be required. Although it is accepted that best environmental management practices are preferred, in reality best practicable environmental management practices will usually be negotiated.

The final combination of management practices and off-site buffer areas to comply with the environmental and planning criteria will often involve negotiation between the developer, the Department of Environmental Protection, other adjacent landowners, industry or infrastructure operators (existing and potential) and planning authorities (Western Australian Planning Commission and local governments).

The Western Australian Planning Commission may require the preparation of a structure plan to indicate how the environmental and planning criteria can be satisfied where there are “trade-offs” between the management practices used and the size of the off-site buffer area (e.g adjacent to gas pipelines).

Risk management should ensure that the individual risk criteria are not exceeded and that societal risk levels are reduced as low as possible. The Health and Safety Executive in the United Kingdom recognises three criteria: tolerable, scrutiny and intolerable. Where the societal risk is below the tolerable criteria, no action should be taken. Where the risk is above the intolerable criteria, the proposal is unacceptable. Where the risk is between the tolerable and scrutiny criteria, as low as reasonably practicable (ALARP) principles should apply. Where the risk is between the scrutiny and intolerable criteria the proposal should be re-examined and benefits identified. An assessment is then made regarding these benefits as to whether it should proceed at these elevated risk levels. ALARP should still apply.

In cases where it is not possible to determine whether the environmental criteria have been met, generic buffer distances, as recommended by the Department of Environmental Protection, may be applied. These distances were defined based on work from overseas and interstate, using information from the Department’s complaints register and the judgment of officers who deal with these industries. Depending on the management practices of the industry and site-specific studies of the extent of any off-site impacts, these buffer distances may be varied.

The monitoring of existing facilities will continue by the Department of Environmental Protection to ensure compliance with licence conditions, industry standards and regulations. As new technology is developed and management practices improved, industry and infrastructure will be expected to progressively improve management practices, where practicable, irrespective of licensing conditions or current industry standards and regulations (as well as standards in environmental protection policies).

4.5 Variation of Buffer Areas around Established Industry Infrastructure or Special Uses

Where an industry, infrastructure or encroaching sensitive use seeks to vary the boundary of a buffer area once defined, the variation shall not be allowed unless justified by the proponent seeking the variation in a scientifically based study. The study should comply with adopted environmental and planning criteria to the satisfaction of the Environmental Protection Authority and the Western Australian Planning Commission.

A final decision on the variation of the buffer area would need to take into account the results of that study, the needs of industry and infrastructure (including any arrangements between the proponent seeking the variation, and the industry or infrastructure, to upgrade a facility to reduce the off-site buffer requirement) environmental needs and the rights of adjacent landowners.

5. PLANNING FOR OFF-SITE BUFFER AREAS

Once a buffer area is defined, steps should be taken to ensure that it is effective. A range of mechanisms can be used to manage these buffer areas. These are included in Appendix 2. One or more of these mechanisms should be applied to specific buffer areas by the developer, planning authorities or the State government, depending on the particular circumstances. They can be used either independently or in conjunction with each other. These are—

- (i) the application of planning mechanisms to prevent incompatible land uses being developed within the buffer area.
- (ii) the use of mechanisms involving the purchase of land by the developer, whether this is a Government agency or private industry. This could also involve a negotiated purchase of development rights from the land owner. These tools would be applicable where existing zones permitted incompatible uses.
- (iii) the buffer area can be reserved for a public purpose, and compensation paid to the landowners to secure it or purchase it. In such cases there may be arrangements made between local government, the industry and State government agencies in relation to financial liability.

5.1 The Planning Process

The planning process has an important role to play in ensuring the development of compatible land uses in buffer areas.

Once a buffer area is defined and accepted by the Western Australian Planning Commission, the local government or the Western Australian Planning Commission will incorporate the buffer within any statutory plans, strategic plans or policies affecting the subject land.

Buffer areas should be incorporated into strategic plans and regional and/or local government town planning schemes through appropriate land use designations, zoning and development controls. Where there is potential for land use conflicts to occur, planning authorities may also prepare area-specific policies or strategies to provide strategic land use, subdivision and development control guidance for town planning schemes. Thus, in a rural zone a scheme text could specifically deal with further subdivision or residential development within the buffer area.

The Western Australian Planning Commission may prepare guidelines for buffer areas where—

- the potential for land use conflict is significant and the particular industry/infrastructure has strategic importance to the State;
- land use conflicts cannot be resolved by local governments; and
- there is a need to improve co-ordination between local governments.

Ideally, compatible land uses (e.g. light/service industry) should be used to create tiered or graduated zones which coincide with off-site buffer areas around industry and infrastructure. However, this is limited to locations where there are regional/local opportunities for this type of complementary development, servicing infrastructure is available and where it is compatible with the planning framework for the area (e.g. would not unduly compromise other planning objectives for the locality).

Where compatible land uses are permitted, the designation of these uses should be guided by a structure plan of the area.

5.2 The Application of Economic Mechanisms to Secure Buffer Areas

The application of economic mechanisms may be appropriate in the following circumstances—

- Where the developer prefers to acquire the agreed buffer area (and it is economically viable to do so, such as at the Alcoa Wagerup Refinery) to control existing unacceptable uses.
- Where the proposed buffer area allows, through existing zoning provisions, uses that are not compatible with the use to be buffered. (In such cases the proponent, particularly if a Government agency, may need to undertake a cost benefit analysis to determine whether to proceed with the development and acquire the buffer area or the rights or interests in the land to restrict its development or use.)

5.3 Interim Measures to Secure Buffer Areas around Established Industry and Infrastructure

Interim consultation measures may need to be applied to secure a buffer area where a buffer definition study has been initiated around an established industry or infrastructure.

The Western Australian Planning Commission will consult with the Department of Environmental Protection or the authority responsible for the operation of a facility (e.g. port authority, Water Corporation) when considering any proposals for sensitive uses (including associated subdivision and rezoning proposals) within the vicinity of a facility where a buffer definition study has been commenced.

Where the Western Australian Planning Commission receives advice that a proposal for a sensitive use may have an effect upon the operation of an existing facility or be affected by off-site impacts from that facility, it may require the proponent to carry out the necessary studies to determine the extent of the impacts.

6. WHO SHOULD PAY FOR OFF-SITE BUFFER AREAS

The application of this statement of planning policy does not affect the legal position in Western Australia where compensation is generally not liable for zoning (and development control) restrictions imposed through town planning schemes.

6.1 Non-conforming Uses

The policy recognises that the imposition of a buffer area could adversely affect existing use rights under town planning schemes and rights to certain permitted development, such as a single residence to support a farming use. Matters such as these need to be adequately dealt with using either planning or economic mechanisms prior to the scheme or scheme amendment being referred to the Western Australian Planning Commission.

Prevention of continuance of a legally permitted use by a new town planning scheme incurs a liability to compensation. This Policy seeks to ensure that such instances do not occur without specific equitable attention to such issues.

Where a new industry or infrastructure or an expansion is being considered, any environmental conditions set by the Minister for the Environment would be likely to involve the securing of an appropriate buffer area.

6.2 New Industry and Infrastructure

Where a Government agency, local government or a private developer as the proponent of new industrial estates, single-site industries and infrastructure or special uses, incorporates an off-site buffer area over privately owned land to satisfy environmental criteria, and it is not possible to apply compatible use zones, then appropriate economic mechanisms shall be considered by the proponent to satisfy the Western Australian Planning Commission requirements for the buffer area.

6.3 Established Industry Infrastructure or Special Uses

Where land use conflicts (or potential conflicts) arise in defined off-site buffer areas around established industrial estates, single site industry and infrastructure or special uses, as a result of the approval of encroaching sensitive uses (or a proposal for a sensitive use) the industry or infrastructure or special use should not be required to pay compensation. Rather, the State government may investigate the extent or likely extent of the conflicts and if it decides, after careful consideration of the costs/benefits to the community that it is in the interests of the State for that incursion to occur, to either—

- provide a mechanism and the resources to relocate that industry or infrastructure; or
- provide that industry or infrastructure with the resources to meet established emission standards at the boundary of the encroaching sensitive use.

Alternatively, where the State government decides that the industry or infrastructure or special use should be able to continue to operate without modifying its emission standards planning authorities may apply planning mechanisms to prevent more intensive development of sensitive uses, perhaps for example, by limiting further subdivision. Unless such mechanisms require the removal of non-conforming land uses then the existing uses will be permitted. It should be noted that such action will inevitably restrict the operations of the industry or infrastructure or special use while those sensitive uses remain.

Alternatively the planning authority may consider proposals to redevelop the buffer area land to a more acceptable standard.

6.4 New Proposals for Industry Infrastructure or Special Uses

Where a developer of new proposals for industry infrastructure or special uses (including expansion/upgrading of existing facilities and new activities associated with the growth of trade at ports) incorporates a new or expanded off-site buffer area over privately owned land to satisfy environmental criteria, and it is not possible to apply compatible use zones, then appropriate economic mechanisms should be applied to secure the buffer area. The application of these mechanisms should be applied by the proponent to secure the buffer area, to satisfy the environmental conditions on the environmental approval for the industry or infrastructure.

APPENDICES

APPENDIX 1

Glossary of Terms

For the purposes of this discussion paper the following terms have been used—

- **Best Environmental Management Practices**—Technologies (production) and management processes (including computer based systems and staff management) which achieve the maximum environmental performance possible.
- **Best Practicable Environmental Management Practices**—Technologies (production) and management processes (including computer based systems and staff management) which take into account practical financial and operating considerations whilst still achieving the required environmental performances.
- **Buffer Area**—is the area within which sensitive uses are either restricted or prohibited.
- **Developer**—reference to the developer may include the developer or proponent of a specific industry or it may include a government or local government agency in the case of the development of an industrial estate (LandCorp) or government infrastructure (Water Corporation, Western Power, port authorities, etc), or special use but does not include the authorities which initiate or approve proposals for the zoning of land.

- **Extractive Industry**—means an industry which involves—
 - the extraction of sand, gravel, clay, turf, soil, rock, stone, minerals, or similar substance from the land, and also includes the management of products from any of those materials when the manufacture is carried out on the land from which any of the materials so used is extracted or on land adjacent thereto, and the storage of such materials or products; and
 - the production of salt by the evaporation of salt water.
- **General Industry**—means an industry other than a cottage, extractive, hazardous, light, noxious, rural or service industry.
- **Hazardous Industry**—means an industry which, when in operation and when all measures proposed to minimise its impact on the locality have been employed (including measures to isolate the industry from existing or likely future development on other land in the locality) would pose a significant risk in relation to the locality, to human health, life or property, or to the biophysical environment. Examples of such industry include oil refineries and chemical plants but would generally exclude light, rural or service industries.
- **Infrastructure** includes public installations that provide a service such as—
 - Ports
 - Major freight terminals
 - Waste water treatment plants
 - Water treatment plants
 - Power generation facilities
 - Power distribution terminals and substations
 - Solid waste disposal sites
 - Airports, and
 - Gas/petroleum pipelines
- **Light Industry**—means an industry;
 - in which the processes carried on, the machinery used, and the goods and commodities carried to and from the premises, will not cause any injury to, or will not adversely affect the amenity of the locality by reason of the emission of light, noise, electrical interference, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water or other waste products; and
 - the establishment of which will not, or the conduct of which does not, impose an undue load on any existing or proposed service for the supply or provision of water, gas, electricity, sewerage facilities, or any other like services.
- **Noxious Industry**—means an industry in which the processes involved constitute an offensive trade within the meaning of the Health Act 1911 (as amended).
- **On-site buffer areas.** On-site buffer areas are those contained wholly on the site of the particular use.
- **Off-site buffer areas.** For some uses it is not possible to contain all potential emissions or risk of acceptable criteria within the site boundaries. In these cases an off site buffer area is needed.
- **Proponent**—The meaning of the term Proponent is the same as for Developer.
- **Resource Processing Industry**—includes major industries which normally involve—
 - the processing of natural resources (including chemical industries);
 - substantial capital investment;
 - significant employment; and
 - a need for substantial separation or buffer distances to sensitive areas.
- **Sensitive Use**—includes residential dwellings, major recreational areas, hospitals, schools and other institutional uses involving accommodation.
- **Service Industry**—means a light industry carried out on land or in buildings which may have a retail shop front and from which goods manufactured on the premises may be sold; or land and buildings having a retail shop front and used as a depot for receiving goods to be serviced.
- **Special Uses**—means those uses other than industrial uses that require a buffer area to enable them to operate in harmony with surrounding areas. Uses such as sporting stadia, airports, and motor sports sites are specifically targeted in this grouping.
- **Technology Park**—means a specialised location for scientific and technological research and development activities, and may include production, manufacturing and assembly of products providing these activities relate to and are ancillary to the technological research and development of activities on each site. Development should consist of high quality buildings set in a spacious, park-like setting, and the nature of uses and site layout and design should not adversely affect the amenity of the locality.

APPENDIX 2

Mechanisms For Securing Buffer Areas

A range of mechanisms may be applied to secure buffer areas depending on the circumstances. These mechanisms include economic instruments, special Acts of Parliament and statutory planning controls. The mechanisms are discussed below and may be implemented individually or in conjunction with each other.

1. Economic Mechanisms

There are a number of economic mechanisms that can be applied by the developer to secure and consolidate buffer areas. These measures vary from outright purchase, land swaps, acquiring interests or rights to restrict the development or use of land, and in extreme cases the relocation of industry or infrastructure.

(i) Direct Acquisition of Buffer Areas

This mechanism may be applied where land costs are not excessive and existing and potential land uses are clearly incompatible with the industry or infrastructure developed to best practicable management standards.

Where the developer is the Government, acquisition can be accomplished under existing legislation enabling the Government agency concerned or otherwise by special act of Parliament.

(ii) Land Exchanges

This mechanism has limited application. However, where opportunities can be identified, land within the buffer area may be swapped for land of similar value and type outside the buffer area.

(iii) Acquiring Rights or Interests in Land to Restrict Development or Use

This mechanism involves entering into agreements with the owners of vacant land to acquire the rights or interests in land to restrict its development or use. The mechanism in such agreements can be registered as a restrictive covenant on the title. Under this option the owner could continue to own and use the land in a way that is compatible with the adjoining industrial and/or infrastructure uses.

(iv) Payments to Industry or Infrastructure

In extreme cases, where environmental constraints are large, the government may consider direct payments to industry or infrastructure to enable it to upgrade to meet acceptable emission standards.

(v) Relocation of Industry

The government may consider providing the necessary resources to facilitate the relocation of existing industry or infrastructure in extreme cases where environmental constraints are large and the industry/infrastructure is unable to meet reasonable environmental quality standards in the vicinity.

2. Special Acts of Parliament

Where buffer areas are not acquired by the developer, Agreement Acts can ensure that decisions on development within buffer areas take into account the views of the Minister responsible for the agreement. Such an approach was taken in the Dardanup Pine Log Sawmill Agreement Act 1992. This Agreement Act requires the Minister for Planning to consult with the Minister responsible for this Agreement before exercising any discretionary powers on any application under the planning system to increase residential development in the buffer area.

This mechanism is most suited to controlling development within a buffer area around a single resource processing industry site.

A special Act of Parliament may also be used to facilitate the acquisition of land and lesser interests in land in buffer areas around resource processing precincts. This would enable the Government to place restrictive covenants on property titles purchased and sell the land to private owners to develop in a compatible manner.

3. Planning Controls

A range of planning controls can be applied to maintain the integrity of buffer areas and include both statutory and non-statutory mechanisms.

(i) Subdivision Control

Restriction of the subdivision of land is one way in which the intensity of occupation (population density) within privately owned buffer areas can be limited. Controls on subdivision may impose appropriate restrictions as this is within the discretion of the Western Australian Planning Commission. Subdivision decisions of the Western Australian Planning Commission are subject to the appeal process.

(ii) Improvement Plans

These plans can facilitate the development of an area for compatible uses. For example, an Improvement Plan (IP 14) has been prepared for the East Rockingham Industrial Area to facilitate the orderly development of land in the area (approximately 1336 ha) for a range of industrial uses and parkland buffer areas. Improvement plans can be prepared only within the area covered by the Metropolitan Region Scheme.

(iii) Town Planning Schemes/Development Control

Town planning schemes may be prepared at the regional level through regional planning schemes by the Western Australian Planning Commission and local level by local governments. At the

regional level regional planning schemes can establish broad zones and reservations to secure the general purpose of buffer areas (e.g. industrial or rural). Regional planning schemes may also call-in development that may affect the integrity of the buffer area for determination by the Western Australian Planning Commission.

At the local level scheme controls can be used to restrict sensitive uses such as residential dwellings.

(iv) **Region Plans**

Region plans can allocate land for particular uses so that there is adequate separation between industries and residential areas prior to development proceeding. These are non-statutory plans that promote a framework for future land use and development. They are the initial guidelines for the future regional development of an area.

(v) **Structure Plans**

Structure plans provide a framework for co-ordinated planning and provision of services, and are the precursor to the statutory region scheme. They ensure that planning for new growth areas is consistent with region plans. They may also identify appropriate sites for infrastructure where off-site buffers are required, and guide subdivision design to minimise the impact of polluting industries and infrastructure and the encroachment of surrounding sensitive land uses.

(vi) **Local Rural Strategies**

Local rural strategies can guide the subdivision and development of rural land. They primarily provide a mechanism for protecting good quality farmland.

APPENDIX 3

Persons/Organisations Consulted

Western Australia

John Murphy—Department of Transport
Jim Riddle—Western Power
Adrian Chegwiddden—Western Power
Bob Jackson—Water Authority of Western Australia (now the Water Corporation)
Garry Middle—Department of Environmental Protection
Neville Duckett—LandCorp
Tom Grigson—Department of Resources Development
Ian Williams—Dover Consultants
Joe Bosworth—Dover Consultants
Wilma Coote—Technology Park Management

Victoria

Robin Dunstone—Department of Planning and Development
Peter Anderson—Department of Planning and Development
Joanne Caminiti—Department of Business and Employment

New South Wales

Derek Mullins—Department of Urban Affairs and Planning
Ron Baker—Department of Urban Affairs and Planning
Elizabeth Loseby—Department of Urban Affairs and Planning
Jan Murell—Department of Urban Affairs and Planning
City Planner—Botany Council

Submissions on the Draft Policy were received from—

The City of Fremantle
Shire of Manjimup
Department of Minerals and Energy
Shire of Capel
Chamber of Commerce and Industry
Shire of Busselton
Shire of Katanning
Shire of Moora
Shire of Beverley
Shire of Brookton
Shire of Pingelly
Shire of Cuballing
Shire of Wickpin
Shire of Corrigin
Fremantle Port Authority
Homeswest
City of Belmont
Urban Development Institute of Australia
Town of Kwinana
Shire of Harvey
Town of Bassendean
Shire of Augusta Margaret River

Shire of Ashburton
 Western Australian Municipal Association
 Department of Resources Development
 Shire of Broome
 Esperance Shire Council
 Water Corporation
 City of Armadale
 Australian Institute of Valuers and Land Economists
 Department of Transport
 Chittering Ratepayers Association
 Town of Vincent
 Western Power
 Shire of Swan
 Town of Kwinana
 City of Cockburn
 City of Wanneroo
 Shire of Denmark
 Town of Albany
 Waters and Rivers Commission
 Shire of Northam
 Shire of Dardanup
 Main Roads Western Australia
 Stuart Devenish (WAMA)

APPENDIX 4

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APPENDIX 5
Project Brief

State Industrial Buffer Policy

1. Background

The Infrastructure Coordinating Committee of the WAPC at its meeting of 17 May 1995 resolved to prepare this policy in recognition of the need to provide a consistent Statewide approach to the protection of the integrity of industrial land.

2. The Problem

There has been concerns that buffer areas around industrial land are being developed for uses that are incompatible with existing and potential development of industrial areas in the State (e.g. Kwinana and Narngulu at Geraldton). An industry background report commissioned by DRD outlines the need to protect the integrity of buffer areas around heavy industry.

Some work has been undertaken in an attempt to address this problem by DRD (*Draft State Heavy Industry Land Policy* and related policy paper *Protecting the Integrity of Heavy Industry Buffer Areas*) and LandCorp (for specific proposals in the Shires of Greenough, Plantagenet and Albany). The Commission's Policy *D.C. 4.2 Planning for Hazards and Safety* addresses buffer areas in part. At present the WAPC does not have a basic industrial buffer policy that covers safety and amenity issues and the long term security related to industrial zones.

The Infrastructure Coordinating Committee of the WAPC has indicated that the problem also extends to transport terminals (including ports) and other utilities.

3. Purpose

The purpose of this policy is to provide a consistent Statewide approach for the protection and long term security of industrial zones, transport terminals (including ports) and other utilities. Also, to provide for the safety and amenity of surrounding land uses while having regard to the rights of landowners who may be affected by residual emissions and/or risk.

4. Scope of the Policy

There will be two phases to the project. The **first phase** will involve some research in the form of a discussion/issues paper. It should be focused into the following areas—

- * need for buffers;
- * definitions of terms such as buffer, sensitive use and industry types that require buffer areas (both on-site and off-site);
- * identification of existing processes and responsibilities;
- * literature review;
- * equity and compensation issues and
- * alternative approaches for maintaining buffer areas.

The **second phase** will involve policy development. The policy should address the following matters (this phase will include some overlap with the first phase) —

- * definitions of terms such as buffer, sensitive use and industry types that require buffer areas (both on-site and off-site);
- * identification of existing processes and responsibilities;
- * the protection of new buffer areas (by industry type); and
- * the protection of existing buffer areas.

The scope is primarily concerned with the various mechanisms for protecting industrial areas. It does not include an assessment of the existing processes/responsibilities for defining industrial buffer requirements for risk, air quality, odour and noise as these are already well established by existing legislation/policy.

Reference to transport terminals and other major utilities is restricted to the following—

- * ports (shipping);
- * major freight terminals;
- * waste water treatment plants;
- * water treatment plants;
- * power generation facilities; and
- * power transmission terminals and distribution substations.

5. Steering Committee

The project will be overseen by an interdepartmental/industry steering committee consisting of representatives from—

Ministry for Planning (chair)
LandCorp
Chamber of Commerce and Industry
Department of Commerce and Trade
Department of Resources Development
Department of Minerals and Energy
Department of Environmental Protection
Department of Transport
Water Corporation

It is anticipated that up to four Steering Committee meetings will be required.

6. Consultation

Consultation will occur through the Steering Committee. The draft policy will also be released to relevant State and local government agencies and industry. This will give an opinion of the proposal from the many stakeholders. Specifically this process will involve—

- * consulting with the Steering Committee members on—
 - the study brief (including contents of the discussion paper);
 - the draft discussion paper;
 - the draft policy (prior to formal consideration/release by the WAPC); and
 - the final policy and report on submissions (prior to formal consideration/release by the WAPC).
- * consulting with key interest groups on the final discussion paper.
- * the WAPC formally releasing the draft policy for comment to—
 - relevant State government agencies;
 - relevant industry bodies; and
 - relevant local authorities.

7. Desired Outcomes

The desired outcomes of the project are—

Phase 1 Discussion/Issues paper

- * A discussion/issues paper which identifies relevant approaches and principles for maintaining buffer areas; the discussion/issues paper to be used as the basis for developing the policy.

Phase 2 Policy Preparation

- * A draft policy to be released by the WAPC for formal consultation.
- * A final policy for consideration and adoption by the WAPC for use by government agencies (State and local) and industry for the planning and maintenance of buffer areas.

8. Project Administration

The project will be undertaken in-house by the Strategies and Policies Branch. Some assistance will be sought from the Steering Committee in the preparation of the discussion/issues paper, particularly the literature review.

The project will be undertaken within the current work program of the branch.

The time-frame for the preparation of the issues/discussion paper and draft policy is four months with completion in the second quarter of 1996.



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15.4 Proposed Road Names for Lot 600 Tamblyn Place, Wellard

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Development Works, the Developer of Lot 600 Tamblyn Place, has submitted details of the proposed road names, as indicated in Attachment A, as well as alternative road names for their development. They are now seeking Council approval of the proposed road names.

Geographic Names has granted in principle approval for the use of these road names via passing preliminary validation on their "request road name" web page. The listed alternative road names will be used as a substitute for any proposed road names that are not approved by Geographic Names. The naming theme for the roads in this subdivision is "bird species recorded within the region", with the names being chosen from the Bollard Bullrush Fauna Assessment. The information regarding the origin of the proposed road names is contained in the discussion section of this report.

OFFICER RECOMMENDATION:

That Council approve the following road names for use within Lot 600 Tamblyn Place, as shown in Attachment A.

- Malurus Way
- Coracina Place
- Capsico Grove (Extension of existing road)

Alternative Names;

- Jubata
- Dacelo

DISCUSSION:

Before the developer of a subdivision can lodge survey diagrams for clearance, all road names need to be approved and indicated on the survey diagram. The process for naming roads must adhere to Geographic Names Committee guidelines to ensure no duplication of road names occurs within the surrounding areas.

Geographic Names has granted in principle approval for the use of these road names via passing preliminary validation on Landgate's "request road name" web page. The naming theme for the roads in this subdivision is "bird species recorded within the region" with the names chosen coming from the Bollard Bullrush Fauna Assessment.

Two road names are proposed as alternative road names for use in the event that the proposed names are not approved by Geographic Names.

15.4 PROPOSED ROAD NAMES FOR LOT 600 TAMBLYN PLACE, WELLARD

The proposed road names and their origins for Lot 600 Tamblyn Place, Wellard are;

- Malurus Way – Malurus is from the scientific name *Malurus Splndens*, which has the common name Splendid Fairywren.
- Coracina Place – Coracina is from the scientific name *Coracina novaehollandiae*, which has the common name Black-faced Cuckoo-shrike.
- Capsico Grove – Extension of an existing road in the adjacent development.

Alternative Names:

- Jubata – Jubata is from the scientific name *Chenonetta Jubata*, which has the common name Australian Wood Duck.
- Dacelo – Dacelo is from the scientific name *Dacelo novaeguineae*, which has the common name Laughing Kookaburra

LEGAL/POLICY IMPLICATIONS:

The approval process is in compliance with Geographic Names Committee Guidelines, and Council Policy – Street Naming.

FINANCIAL/BUDGET IMPLICATIONS:

No financial/budget implications have been identified as a result of this report or recommendation.

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:

No strategic/social implications have been identified as a result of this report or recommendation.

RISK IMPLICATIONS:

The approval of the road names is required for titles to be issued for the lots within the subdivision. Should Council not approve these road names, clearances will be delayed which will have implications for the developer and the future owners of these lots.

15.4 PROPOSED ROAD NAMES FOR LOT 600 TAMBLYN PLACE, WELLARD

COUNCIL DECISION

082

MOVED CR W COOPER

SECONDED CR P FEASEY

That Council approve the following road names for use within Lot 600 Tamblyn Place, as shown in Attachment A.

- **Malurus Way**
- **Coracina Place**
- **Capsico Grove (Extension of existing road)**

Alternative Names;

- **Jubata**
- **Dacelo**

**CARRIED
7/0**



BERTRAM ROAD

501

TAMBLYN PLACE

MALURUS WAY

CORACINA PLACE

CAPSICO GROVE

Public
Open
Space
& Drainage

502

503

Attachment A

15.5 Proposed Road Names for Lots 2 & 3 Anketell Road, Anketell

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Terranovis, the Developer of Lot 2 & 3 Anketell Road, has submitted details of the proposed road names, as indicated in Attachment A, as well as alternative road names for their development. They are now seeking Council approval of the proposed road names.

Geographic Names has granted in principle approval for the use of these road names via passing preliminary validation on their "request road name" web page. The listed alternative road names will be used as a substitute for any proposed road names that are not approved by Geographic Names. The naming theme for the roads in this subdivision is "Australian Lakes", a continuation from the nearby Treeby Park development. The information regarding the origin of the proposed road names is contained in Attachment B.

OFFICER RECOMMENDATION:

That Council approve the following road names for use within Lots 2 & 3 Anketell Road, as shown in Attachment A.

- Albina Avenue
- Narran Street
- Narrabeen Street
- Cowal Street
- Bonney Road

Alternative Names;

- Eacham
- Flannigan
- Sylvester
- Selina

DISCUSSION:

Before the developer of a subdivision can lodge survey diagrams for clearance, all road names need to be approved and indicated on the survey diagram. The process for naming roads must adhere to Geographic Names Committee guidelines to ensure no duplication of road names occurs within the surrounding areas.

Geographic Names has granted in principle approval for the use of these road names via passing preliminary validation on Landgate's "request road name" web page. The naming theme for the roads in this subdivision is "Australian Lakes", a continuation from the nearby Treeby Park development. Four road names are proposed as alternative road names for use in the event that the proposed names are not approved by Geographic Names.

15.5 PROPOSED ROAD NAMES FOR LOTS 2 & 3 ANKETELL ROAD, ANKETELL

The proposed road names and their origins for Lots 2 & 3 Anketell Road, Anketell are;

- Albina Avenue – A glacial lake in Kosciuszko National Park, New South Wales.
- Narran Street – The Narran Lakes comprise of a series of protected ephemeral lakes fed by the Narran River in North West New South Wales,
- Narrabeen Street – The Narrabeen Lagoon is situated adjacent to the beachside suburb of Narrabeen.
- Cowal Street – The largest inland lake in New South Wales, fed by Bland Creek and occasionally the Lachlan River.
- Bonney Road – Lake Bonney Riverland, a freshwater lake located in the Riverland region of South Australia, fed by the River Murray.

Alternative Names:

- Sylvester – The Lake Sylvester System comprises of a number of ephemeral lakes on the Barkly Tableland of the Northern Territory.
- Selina – A glacial lake to the East of Mount Read in the West Coast Range, Tasmania
- Eacham – A volcanic lake on the Atherton Tableland of Queensland within the World Heritage listed Wet Tropics of Queensland.
- Flannigan – A natural freshwater lake on King Island.

LEGAL/POLICY IMPLICATIONS:

The approval process is in compliance with Geographic Names Committee Guidelines, and Council Policy – Street Naming.

FINANCIAL/BUDGET IMPLICATIONS:

No financial/budget implications have been identified as a result of this report or recommendation.

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:

No strategic/social implications have been identified as a result of this report or recommendation.

15.5 PROPOSED ROAD NAMES FOR LOTS 2 & 3 ANKETELL ROAD, ANKETELL

RISK IMPLICATIONS:

The approval of the road names is required for titles to be issued for the lots within the subdivision. Should Council not approve these road names, clearances will be delayed which will have implications for the developer and the future owners of these lots.

COUNCIL DECISION

083

MOVED CR C ADAMS

SECONDED CR W COOPER

That Council approve the following road names for use within Lots 2 & 3 Anketell Road, as shown in Attachment A.

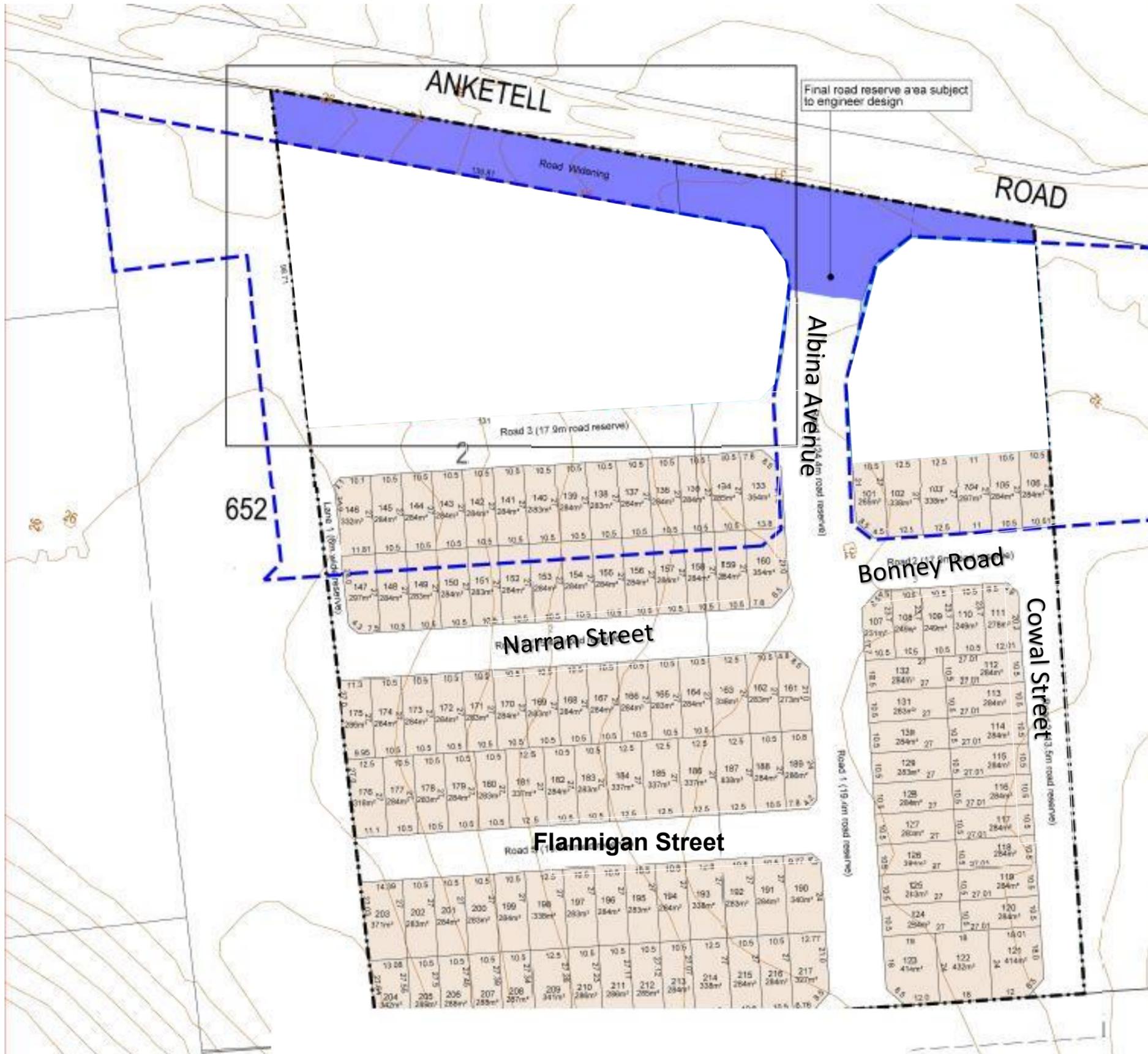
- **Albina Avenue**
- **Narran Street**
- **Flannigan Street**
- **Cowal Street**
- **Bonney Road**

Alternative Names;

- **Eacham**
- **Sylvester**
- **Selina**

**CARRIED
7/0**

NOTE – That the Officer Recommendation has been amended to remove Narrabeen Street as a road name for use within Lots 2 & 3 Anketell Road and replace it with the alternative name Flannigan Street due to the similarity to Narran Street and the close proximity of the two roads.



Lots 2 & 3 Anketell Road, Anketell

Road Name Recommendations: Lakes of Australia Theme

Proposed Names:	Theme:	Lake Location:	Resource:	
Albina Avenue	Lakes of Australia	Northern Territory, Australia	Wikipedia	List of lakes of Australia
Bonney Road	Lakes of Australia	South Australia, Australia	Wikipedia	List of lakes of Australia
Narran Street	Lakes of Australia	Queensland, Australia	Wikipedia	List of lakes of Australia
Narrabeen Street	Lakes of Australia	Northern Territory, Australia	Wikipedia	List of lakes of Australia
Cowal Street	Lakes of Australia	Tasmania, Australia	Wikipedia	List of lakes of Australia

Alternative Names:				
Flannigan	Lakes of Australia	King Island, Australia	Wikipedia	List of lakes of Australia
Eacham	Lakes of Australia	Queensland, Australia	Wikipedia	List of lakes of Australia

15.6 Submission to the Environmental Protection Authority on the Revised East Rockingham Waste to Energy Proposal – Lot 1 Office Road, East Rockingham

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Environmental Protection Authority (EPA) is seeking public comment on the Public Environmental Review (PER) for the East Rockingham Waste to Energy Revised Proposal located on Lot 1 Office Road, East Rockingham (Refer Attachment A). The proponents of the proposed waste to energy plant are seeking approval from the EPA to change the method of operation from a 'gasification' waste to energy technology to a 'moving grate' waste to energy technology (similar to the technology approved for the Phoenix Energy Plant in the Kwinana Industrial Area). The revised proposal is also seeking approval of the following changes:

- An increase the annual waste throughput from the previously approved 225,000 tonnes per annum (TPA) to 330,000 TPA;
- Removal / deletion of the previously approved Materials Recycling Facility;
- Increasing the power generation capacity of the plant from the approved 16.2 megawatts (MW) to 28.2 MW;
- Changing the approved waste feedstock to permit the use of up to 30,000 TPA of sewerage sludge; and
- Re-positioning the building layout on site.

The proposal for a waste to energy plant on the subject lot was previously considered and approved by the EPA (EPA Report No. 1513 and Ministerial Statement 994) in June 2014. The previous proposal subsequently also gained development approval by the Metro South-West Joint Development Assessment Panel in September 2014 (DAP/14/00530). Public comment on the revised proposal closes on the 19 February 2018, and the PER documentation can be obtained from:

<http://www.epa.wa.gov.au/proposals/east-rockingham-waste-energy-facility-revised-proposal>.

The proposal is located on Office Road within the City of Rockingham which adjoins the southern boundary of the City of Kwinana. Under the City of Rockingham Town Planning Scheme No.2, the site is zoned 'Special Industry' and falls within the Industrial Precinct 14 (IP14) Structure Plan area. Under the provisions of the IP14 Structure Plan the proposal is located within Precinct 2 – Environmentally Acceptable Heavy Industry.

City Officers have reviewed the revised PER proposal and have identified a number of matters which need clarification and further investigation by the EPA. These matters are as follows:

- Location: City Officers are of the opinion that given the prevailing wind direction in the area, during periods of plant shut down or facility down time, the proposal has the potential to negatively impact on the air quality of the residents of Calista, Medina and Leda through the potential release of fugitive gas and odour emissions.

15.6 SUBMISSION TO THE ENVIRONMENTAL PROTECTION AUTHORITY ON THE REVISED EAST ROCKINGHAM WASTE TO ENERGY PROPOSAL – LOT 1 OFFICE ROAD, EAST ROCKINGHAM

- **Odour:** The PER predicts that during periods of unplanned and planned shut downs, an odour contour of 2.5 odour units will be present up to 750 metres from the facility. City Officers are of the opinion that an odour contour which exceeds 2.5 odour units beyond the boundary of the facility is unacceptable, and all measures should be undertaken to reduce this odour emission as far as possible so as not to cause any odour impacts on the surrounding areas.
- **Noise:** Noise emissions from the facility will have the potential to impact on residences located within the suburbs of Calista and Leda. In particular, residences in the vicinity of Westbrook Road, Wellard Road, Edmund Place, Coleman Road and Harrison Way in Calista, as well as residents in Sloan Drive and Mercer Court in Leda are modelled as receiving sound level impacts in the range of 25 – 30 decibels. Tonal components in the noise emissions, local topography and the margin of error in the noise modelling for the development may result in exceedances of the Noise Regulations assigned night time levels to residences on the above listed roads.
- **Air Quality:** City Officers have concerns with certain aspects of the air quality modelling with particular regard to any potential fugitive emissions during emergency shutdown scenarios. These emissions during emergency shutdowns may be released untreated into the atmosphere and then subject to the prevailing winds from the south west, blowing towards residential areas. In the opinion of the City Officers, any potential fugitive emissions releases during emergency shutdown periods should be modelled and adequately addressed and considered as part of the PER process.

In regards to the above, City Officers have prepared a submission to the EPA on the East Rockingham Waste to Energy Revised Proposal (Attachment B) and recommend the following.

OFFICER RECOMMENDATION:

1. That Council endorses the submission (Attachment B) on the East Rockingham Waste to Energy Revised Proposal, and forward it to the Environmental Protection Authority for its consideration.
2. That Council forwards the submission (Attachment B) to Landcorp and the City of Rockingham for their reference and consideration.

DISCUSSION:

The East Rockingham Waste to Energy proposal is located on Lot 1 Office Road, East Rockingham in the Rockingham Industrial Zone. In regards to the land use planning aspects of the proposal, the development has previously received planning approval and is a permissible use within the 'Special Industry' Zone. In this context, whilst the proposal has changed from an environmental technology point of view, the land use requirements from a town planning perspective have not changed.

15.6 SUBMISSION TO THE ENVIRONMENTAL PROTECTION AUTHORITY ON THE REVISED EAST ROCKINGHAM WASTE TO ENERGY PROPOSAL – LOT 1 OFFICE ROAD, EAST ROCKINGHAM

The previously approved proposal was for a 'gasification technology' waste to energy plant and the revised proposal is seeking environmental approval for a 'moving grate technology' plant (similar to the technology approved for the Phoenix Energy proposal within the Kwinana Industrial Area). The revised proposal is also seeking approval of the following changes:

- An increase the annual waste throughput from the previously approved 225,000 tonnes per annum (TPA) to 330,000 TPA;
- Removal / deletion of the previously approved Materials Recycling Facility;
- Increasing the power generation capacity of the plant from the approved 16.2 megawatts (MW) to 28.2 MW;
- Changing the approved waste feedstock to permit the use of up to 30,000 TPA of sewerage sludge; and
- Re-positioning the building layout on site.

It is envisaged that following the outcome of the PER, a revised planning application will need to be lodged with the City of Rockingham for reconsideration under its Town Planning Scheme. It is also anticipated that the City will be referred any revised development application which the City of Rockingham may receive in regards to the proposal and will be able to comment on the planning aspects of the proposal at that time.

The purpose of this report is to consider the submission to the EPA (Attachment B) with regards to the revised East Rockingham Waste to Energy proposal currently open for public comment and review under the *Environmental Protection Act 1986*. The matters considered as part of the submission are outlined below.

Location:

One concern relates to the location of the proposed waste to energy facility in the context of the broader Kwinana Industrial Area and the predominant wind direction experienced in the area. Whilst it is acknowledged that the East Rockingham Waste to Energy facility has previously received EPA approval to operate a Waste to Energy Plant under the provisions of the *Environmental Protection Act 1986* (EPA Report No. 1513 and Ministerial Statement 994), and has also received development approval under the City of Rockingham Local Planning Scheme (DAP/14/00530), City Officers hold concern regarding the location of the facility and the potential air quality impacts it may generate for residents within the Calista, Leda and Medina localities. City Officers are of the opinion that given the prevailing wind direction in the area, during periods of plant shut down or facility down time, the proposal has the potential to negatively impact on the air quality of the residents of Calista, Medina and Leda through the potential release of fugitive gas and odour emissions. In this regard, it is the opinion of City Officers that the proposal location should be reconsidered and an alternative site be sought closer to the core of the Kwinana Industrial Area (KIA) where the prevailing wind direction will direct any fugitive emissions over the existing industrial areas and not residential zoned land.

Odour:

Odour Management is another aspect of the revised proposal which City Officers believe requires further consideration and clarification from the EPA and/or proponent. The PER predicts that during periods of unplanned and planned shut downs, an odour contour of 2.5 odour units will be present up to 750 metres from the facility. In this regard, the City is aware of a number of cases where 2 odour units have caused significant impacts on sensitive receptors for up to 2 kilometres (from the odour source) - Biowise McLaughlin Road, Postans, and Wool Scourers East Rockingham. These impacts have occurred on many occasions.

15.6 SUBMISSION TO THE ENVIRONMENTAL PROTECTION AUTHORITY ON THE REVISED EAST ROCKINGHAM WASTE TO ENERGY PROPOSAL – LOT 1 OFFICE ROAD, EAST ROCKINGHAM

As such, City Officers are of the opinion that an odour contour which exceeds 2.5 odour units beyond the boundary of the facility is unacceptable, and all measures should be undertaken to reduce this odour emission as far as possible so as not to cause any odour impacts on the surrounding areas.

Noise:

Noise emissions from the facility will have the potential to impact on residences located within the suburbs of Calista and Leda. In particular, residences in the vicinity of Westbrook Road, Wellard Road, Edmund Place, Coleman Road and Harrison Way in Calista, as well as residents in Sloan Drive and Mercer Court in Leda are modelled as receiving sound level impacts in the range of 25 – 30 decibels. The aforementioned residential streets are located on elevated land which is less sheltered from noise originating in the KIA due to topographical undulations along the axis of Wellard Road. Noise modelling systems have design criteria that can attribute up to a 5 decibel “error margin” in predictions which is considered acceptable. However, in the case of the Calista and Leda residential streets listed above, an error of 5 dB (A) in combination with a 5 dB (A) tonal component identified as part of the flu gas emissions but then discounted in the noise modelling, would result in exceedances of the Noise Regulations assigned night time levels. In regards to noise, City Officers are of the opinion that further design consideration and mitigation be given to treat the flu gas stack to ensure tonal characteristics are eliminated or minimised to avoid the risk of noise impacting on residences in Calista and Leda.

Air Quality:

The air quality emissions provided as part of the PER appear to predict that the emissions from the facility will comply with the relevant standards in most cases. However, City Officers have concerns with certain aspects of the modelling with particular regard to any potential fugitive emissions during emergency shutdown scenarios. The PER states that during a number of emergency shut down situations, remaining waste still smouldering on the grate may release some pollutants (CO, VOC) which are not treatable in the air pollution control system. These pollutants may be released untreated into the atmosphere and then subject to the prevailing winds from the south west, blowing towards residential areas. In the opinion of the City Officers, any potential fugitive emissions releases during emergency shutdown periods should be modelled and adequately addressed and considered as part of the PER process.

LEGAL/POLICY IMPLICATIONS:

Environmental Protection Act 1986

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial management implications related to this item.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications related to this item.

15.6 SUBMISSION TO THE ENVIRONMENTAL PROTECTION AUTHORITY ON THE REVISED EAST ROCKINGHAM WASTE TO ENERGY PROPOSAL – LOT 1 OFFICE ROAD, EAST ROCKINGHAM**ENVIRONMENTAL IMPLICATIONS:**

The East Rockingham Waste to Energy Revised Proposal is currently being assessed by the EPA in regards to the potential environmental impacts it may cause. The purpose of this report is to consider the submission to the EPA which highlights the potential environmental impacts of the revised facility in respect to social amenity, odour, noise and air quality.

STRATEGIC/SOCIAL IMPLICATIONS:

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

Plan	Objective	Strategy
Corporate Business Plan 2016-2021	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.

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	The EPA approve the revised proposal without considering the issues raised in the City's submission.
Risk Theme	Providing inaccurate advice/ information
Risk Effect/Impact	People/Health
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Share - Share with another party
Response to risk treatment required/in place	Ensure EPA are aware of the City's concerns regarding the revised proposal.
Rating (after treatment)	Moderate

15.6 SUBMISSION TO THE ENVIRONMENTAL PROTECTION AUTHORITY ON THE REVISED EAST ROCKINGHAM WASTE TO ENERGY PROPOSAL – LOT 1 OFFICE ROAD, EAST ROCKINGHAM

COUNCIL DECISION

084

MOVED CR D WOOD

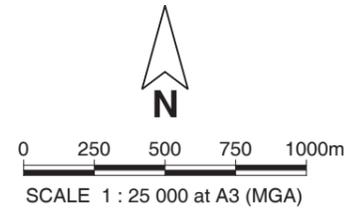
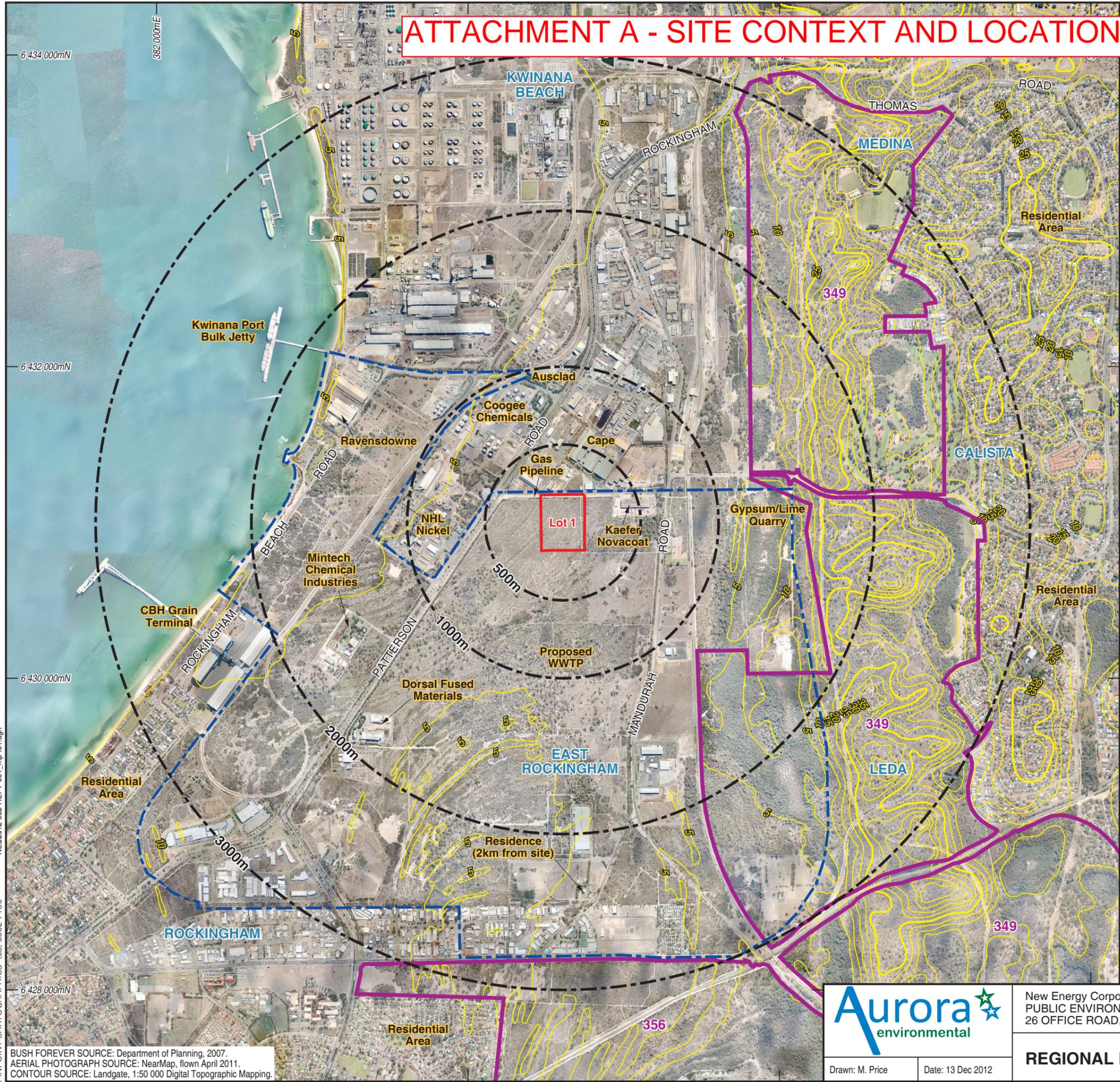
SECONDED CR S MILLS

- 1. That Council endorses the submission (Attachment B) on the East Rockingham Waste to Energy Revised Proposal, and forward it to the Environmental Protection Authority for its consideration.**
- 2. That Council forwards the submission (Attachment B) to Landcorp and the City of Rockingham for their reference and consideration.**
- 3. That Council authorises the Mayor and Chief Executive Officer to advocate the submission, particularly the concerns regarding location, on behalf of Council with the City of Rockingham, Landcorp and the Environmental Protection Authority.**

**CARRIED
7/0**

NOTE – That the Officer Recommendation has been amended to include point 3 due to the serious concerns held regarding the location of the proposal following the change of technology.

ATTACHMENT A - SITE CONTEXT AND LOCATION



- Legend**
- Site Boundary
 - Rockingham Industrial Zone Boundary
 - Topographic Contour (m AHD)
 - Bush Forever Site Boundary
 - 349 Bush Forever Site Number



PINPOINT CARTOGRAPHICS (08) 9562 7136
 NEC2012-002-REPT-001_mp-101.dgn

BUSH FOREVER SOURCE: Department of Planning, 2007.
 AERIAL PHOTOGRAPH SOURCE: NearMap, flown April 2011.
 CONTOUR SOURCE: Landgate, 1:50 000 Digital Topographic Mapping.



Drawn: M. Price Date: 13 Dec 2012

New Energy Corporation
 PUBLIC ENVIRONMENTAL REVIEW - NEC WASTE TO ENERGY
 26 OFFICE ROAD, EAST ROCKINGHAM

REGIONAL LOCATION & SURROUNDING LANDUSE

Figure 1
 Job: NEC2012-002

07 February 2018

Dr Tom Hatton
The Chairman
Environmental Protection Authority
Locked Bag 10
EAST PERTH WA 6892

Our Ref: D18/5490

Dear Dr Hatton

East Rockingham Waste to Energy Revised Proposal – Assessment No: 2116

I refer to the EPA's letter of 15 January 2018 seeking submissions on the Environmental Review Document (PER) for the East Rockingham Waste to Energy Revised Proposal – Assessment No: 2116.

The City has taken the opportunity to review the revised proposal and wish to make the following comments.

Location

Whilst the City of Kwinana (the City) is cognisant to the fact that the East Rockingham Waste to Energy Proposal has previously received an approval to operate a Waste to Energy Plant under the provisions of the Environmental Protection Act (EPA Report No. 1513 and Ministerial Statement 994), and has also received development approval under the City of Rockingham Local Planning Scheme (DAP/14/00530), the City of Kwinana holds concern regarding the location of the facility and the potential air quality impacts it may generate for residents within the Calista, Leda and Medina localities.

As discussed in the EPA's recent report on the Mandogalup urban development buffer, the predominant winds in the region are typical of coastal environments in the Perth Metropolitan Region and are characterised by strong offshore breezes during the early morning to midday periods followed by strong onshore breezes in the afternoon to evening periods. The strong south-west to south-south-west breezes are of particular concern to the City especially during shut down periods for the plant (both scheduled and un-scheduled). The City are of the opinion that during these periods of shut down or facility down time, the proposal has the potential to negatively impact on the air quality of the residents of Calista, Medina and Leda through the release of fugitive gas and odour emissions. Additionally, the PER documents note that there are two residential premises located on Wellard Road approximately 1 kilometre to the east of the facility, however does not adequately address, nor give weight to, the potential impacts of the facility on these residences.

The location of the facility is situated along two major southern access routes to the City of Kwinana. On the basis of the supporting documentation accompanying the

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

proposal it appears that these access routes will be affected by odour from the normal operation and system down times that has the potential to adversely affect the amenity of persons accessing the City.

In this regard, it is the opinion of the City that the proposal location should be reconsidered and an alternative site be sought closer to the core of the Kwinana Industrial Area (KIA) where the prevailing wind direction will direct any fugitive emissions over the existing industrial areas and not residential zoned land.

Odour Management

Predicted odour levels during facility down time are of concern to the City. Whilst there are no residences within the predicted 2.5 odour unit contour (as per Figure 13 of the PER document) during system down times, odours beyond the boundary of the facility may cause a significant impact on the City of Kwinana.

Businesses operating in the City of Kwinana's Office Road and Beach Street areas are zoned General Industry but are permitted to have a number of sensitive uses operating incidentally to the industrial uses. Office workers and Food Businesses in the area will be negatively impacted by the predicted odour impacts during system down times. In addition, there are two dwellings located on Wellard Road approximately 1 kilometre to the east of the facility. Whilst these premises are not located within a residential zone they are sensitive premises which should be considered as part of the modelling for the facility.

The PER estimates an average of 5 un-planned system shutdown incidents per year, in addition to planned system maintenance closures. During these planned and un-planned shutdown periods a large number of neighbouring premises in the surrounding industrial area will be affected by significant odours generated by the proposed facility. The City of Kwinana is aware of a number of cases where odour units of 2 have caused significant impacts on sensitive receptors for up to 2 kilometres (from the odour source) on frequent occasions - Biowise McLaughlin Road, Postans, and Wool Scourers East Rockingham. The City is of the opinion that an odour contour which exceeds 2.5 odour units beyond the boundary of the facility is unacceptable, and all measures should be undertaken to reduce this odour emission as far as possible so as not to cause any odour impacts on the surrounding areas. It has been noted that the PER documents outline that the facility will continue to receive waste during both unplanned shutdown and scheduled maintenance periods. In this regard, the City believes that the odour contours and impacts of the facility could be reduced if waste diversion (ie redirecting waste to alternative waste disposal locations) was implemented during these periods.

The City is also of the opinion that the PER documents have not sufficiently explained the odour modelling criteria adopted for assessing system down time for odour concentration predictions. Confirmation of the nature of odour assessment methodology and the use of dispersion via the 48 meter high auxiliary stack (during periods of system failure or shutdown) needs further explanation and clarification.

The City needs to be assured that using the auxiliary stack during system down times to ventilate the waste receipt hall and waste bunkers will confine odour impacts to very low levels and in close proximity to the facility. The odour modelling provided should be revised to also address odour source characterisation issues by inclusion of the proposed 30,000 tonnes of bio solids expected to be processed at the facility.

Noise Management

Noise modelling conclusions in the PER document suggest that noise impacts from the proposal comply with the Environmental Protection (Noise) Regulations 1997 (Noise Regulations), “assigned level” at the nearest noise sensitive residences at all times.

Modelling of normal facility operations predict that there is a tonal component to flue gas emissions at close proximity to the facility. Tonal components add 5 decibels when assessments are made against the assigned levels of the Noise Regulations. Therefore the facility is likely to exceed the Noise Regulations assigned levels with an adjusted noise impact of 70 dB (A) in the industrial area.

Tonality has been considered by the noise model not to be significant at the distance of the nearest residences. In the case of the City of Kwinana, the nearest residences to the facility are in the suburbs of Calista and Leda. Residences in the vicinity of Westbrook Road, Wellard Road, Edmund Place, Coleman Road and Harrison Way in Calista, as well as residents in Sloan Drive and Mercer Court in Leda are modelled as receiving sound level impacts in the range of 25 – 30 decibels.

The modelled noise contours in the PER are based upon no tonal component to sound levels being received at the nearest residences such as those in Calista and Leda. The residential streets listed above are located on elevated land which is less sheltered from noise originating in the KIA due to topographical undulations along the axis of Wellard Road. Noise modelling systems have design criteria that can attribute up to a 5 decibel “error margin” in predictions which is considered acceptable. However, in the case of the Calista and Leda residential streets listed above, an error of 5 dB (A) in combination with a 5 dB (A) a tonal component discounted in the noise modelling would result in exceedances of the Noise Regulations assigned night time levels.

It is recommended that further design consideration and mitigation be given to treat the flue gas stack to ensure tonal characteristics are eliminated or minimised to avoid the risk of noise impacting on residences in Calista and Leda.

Air Quality Emissions

Whilst the Air Quality Impact Assessment provided as part of the PER appears to predict that the emissions from the facility will comply with the relevant standards, the City has concerns with aspects of the modelling. In this respect, the assessment assumes that the modelled emission rates will not be exceeded at any time, including during combustor start-ups and shutdowns. However, the assessment does not appear

to have modelled any potential fugitive emissions during emergency shutdown scenarios in particular scenarios No. 1, 3, 6 and 8 as listed in Appendix 19 – Emergency Shutdown Scenarios. Appendix 19 states remaining waste still smouldering on the grate may release some pollutants (CO, VOC) which are not treatable in the air pollution control system. In the opinion of the City, any potential fugitive emissions released during emergency shutdown periods should be modelled and adequately addressed and considered as part of the PER process.

Please call Brenton Scambler on 9439 0257 if you require more information or wish to discuss this matter further.

Yours sincerely

Joanne Abbiss
Chief Executive Officer

16 Reports – Civic Leadership

16.1 Management of Charity Clothing Receptacles

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY

Charity clothing receptacles are owned and managed pre-dominantly by charitable organisations that provide employment opportunities to people with disabilities and also by commercial entities that generate income from donated clothing. The City benefits from the presence of these receptacles as they provide a means to re-use clothing that may otherwise be disposed of in the waste or the recycle bins, creating an added expense for the City.

Previously, the City has experienced problems associated with receptacles being vandalised, broken into and treated as illegal dumping sites. This led to complaints from members of the public about the eye-sore created by the clothing, mattresses and other materials placed around the clothing receptacles.

To ensure that charity clothing receptacles on City of Kwinana controlled land are effectively managed, the City's Environmental Health Services has drafted the attached policy for 'Charity Clothing Receptacles' and the Policy is being recommended for adoption by Council. The policy requires an application and approval process and stipulates on-going conditions in accordance with the *Town of Kwinana Local Government Property Local Law* (the Local Law) that need to be complied with.

OFFICER RECOMMENDATION:

That Council adopt the Charity Clothing Receptacles Policy.

DISCUSSION

Background

The City of Kwinana has historically experienced problems with the placement of charity clothing receptacles due to littering and illegal dumping of non collectable goods around the bin locations, and in some cases vandalism. The resulting complaints from the community about charity bin installations resulted in all charity clothing receptacles being removed from City of Kwinana controlled land.

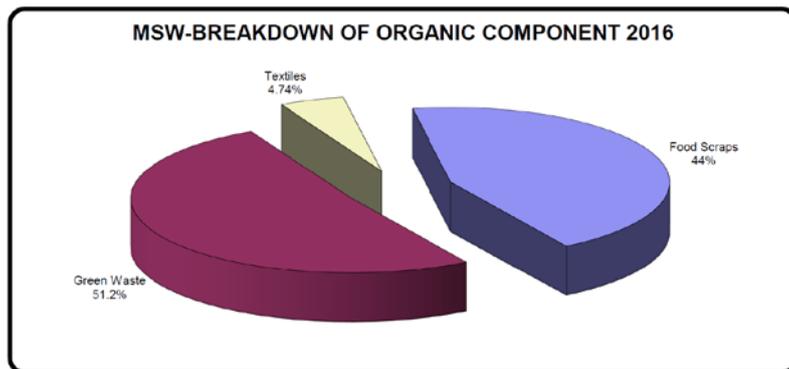
Charity groups such as Good Samaritan Industries (GSI) and ParaQuad Industries (PQI), through the sorting and sale of donated clothing, generate revenue and employ people with disabilities. Since removal of the receptacles in the City, these organisations have missed out on a significant source of clothing donations. Each receptacle collects an average of five tonnes per annum and with potentially 10 bins located around the City, this could equate to as much as 50 tonnes of reclaimed clothing (textiles) annually that would otherwise, most likely go to landfill.

16.1 MANAGEMENT OF CHARITY CLOTHING RECEPTACLES

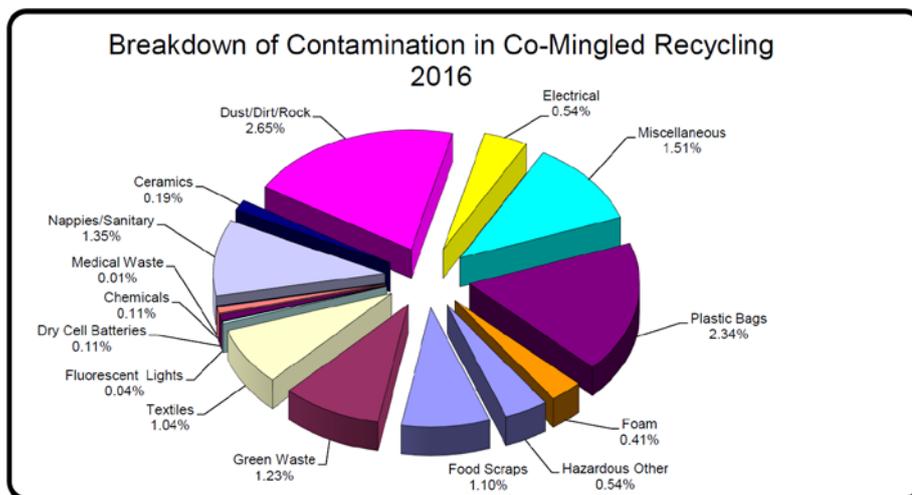
Benefits of permitting charity clothing receptacles

It is plausible that if charity clothing receptacles are not available in the immediate vicinity, the clothing otherwise placed in these receptacles will be placed by residents in the general waste bins for landfill disposal or the recycle bins where they are a source of contamination and have the potential to cause damage to the machinery.

The pie chart below from the City of Kwinana waste audit conducted in 2016 indicated that of 100 residences, 4.74% of the Organic Component in the waste bins was textiles.



The same waste audit also examined the breakdown of contamination in co-mingled recycling shown in the pie chart below. It indicates that 1.04% of the total content in the recycle bins was made up of textiles.



Textiles impact the efficient processing of recyclables and have the potential to cause breakdowns by getting caught up in the machinery.

Data provided by Good Samaritan Industries indicates that 111.84 tonnes of textile donations were collected in 2015/2016 from charity bins and their shop in Kwinana. Based on 2017 charges of \$147.60 per tonne for landfill disposal, that represents a \$16,508 saving for the City's waste disposal costs.

The Western Australian Waste Strategy has set a target of 65% of metropolitan waste being diverted from landfill by 2020. Re-use is second only to avoidance on the waste hierarchy as a means of achieving waste diversion. Currently the City is diverting 23%.

16.1 MANAGEMENT OF CHARITY CLOTHING RECEPTACLES

The City's Waste Management Strategy likewise recommends that the City implement a more efficient public place bin system to improve productivity and customer satisfaction with the installation of public place recycle stations throughout the City.

Management of receptacles

As identified earlier in this report, poor management of charity clothing bins that have been placed in the community has led to littering and illegal dumping of non collectable goods around the bin locations, and in some cases vandalism, resulting in complaints from the community about charity bin installations.

The Local Law allows the local government to approve an application for a permit for the placement of a charity bin on land owned or controlled by the City and for the City to impose conditions on the permit. (as per the details in clauses 3.3(1), 3.4(1) and 3.5(2) of the Local Law).

The Local Law also provides guidance on the duration, renewal and cancellation of a permit. It is therefore anticipated that the adoption of the Charity Clothing Receptacles Policy will ensure that the placement of these receptacles can be managed effectively by the City.

Requests for the placement of charity clothing receptacles will be managed by way of an application and a permit, similar to the City's Verge Permits, used for the placement of materials on verges.

Conclusion

Given the West Australian Waste Strategy targets, the City of Kwinana's Waste Management Strategy recommendation, the environmental and financial benefits together with the benefits to the charitable organisations responsible for managing these receptacles; there is a need to review the current situation around textile collections and charity receptacles within the City of Kwinana so that it is managed more effectively.

The policy aims to control the placement and management of the charity clothing receptacles while facilitating the use of the receptacles to realise the benefits highlighted. Any permits granted under the Policy will be conditioned after careful consideration of the location being proposed. The applicants will be required to maintain and routinely empty the receptacles. Where it is found that the receptacles are a source of substantiated complaints, they will be removed.

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.*

16.1 MANAGEMENT OF CHARITY CLOTHING RECEPTACLES

Local Government Property Local Law

3.3 Decision on application for permit

- (1) The local government may –
- (a) approve an application for a permit unconditionally or subject to any conditions;
or
 - (b) refuse to approve an application for a permit.

3.4 Conditions which may be imposed on a permit

- (1) Without limiting the generality of clause 3.3(1)(a), the local government may approve an application for a permit subject to conditions relating to -
- (a) the payment of a fee;
 - (b) compliance with a standard or a policy of the local government adopted by the local government;
 - (c) the duration and commencement of the permit;
 - (d) the commencement of the permit being contingent on the happening of an event;
 - (e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;
 - (f) the approval of another application for a permit which may be required by the local government under any written law;
 - (g) the area of the district to which the permit applies;
 - (h) where a permit is issued for an activity which will or may cause damage to local government property, the payment of a deposit or bond against such damage;
and
 - (i) the obtaining of public risk insurance in an amount and on terms reasonably required by the local government.

3.5 Imposing conditions under a policy

- (1) In this clause –

"policy" means a policy of the local government adopted by the Council containing conditions subject to which an application for a permit may be approved under clause 3.3(1)(a).

- (2) Under clause 3.3(1)(a) the local government may approve an application subject to conditions by reference to a policy.

3.12 Cancellation of permit

- (1) Subject to clause 8.1, a permit may be cancelled by the local government if the permit holder has not complied with a –
- (a) condition of the permit; or
 - (b) determination or a provision of any written law which may relate to the activity regulated by the permit.
- (2) On the cancellation of a permit the permit holder -
- (a) shall return the permit as soon as practicable to the CEO; and
 - (b) is to be taken to have forfeited any fees paid in respect of the permit.

16.1 MANAGEMENT OF CHARITY CLOTHING RECEPTACLES**FINANCIAL/BUDGET IMPLICATIONS**

- Potential savings are identified as a result of reduced waste to landfill.
- Some income may be generated from the receipt of fees for a permit for placement of charity clothing bins by commercial entities which is required by the City's Schedule of Fees and Charges.

ASSET MANAGEMENT IMPLICATIONS

It is recognised that the potential for damage to City's assets is possible. This will be addressed during the application assessment process whereby the requested location is assessed so that access to and from the location by users and also the vehicles that deliver and remove may be done so with little impact on the City's assets.

Clauses within the permit will also require the provision of insurances and any damage incurred to City assets as a result of the use of the bins to be remedied by the applicant.

ENVIRONMENTAL IMPLICATIONS

The provision of charity clothing receptacles for recycling ensures increased resource recovery.

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	Objective	Strategy
Strategic Community Plan	4.3 Ensure the Kwinana community is well serviced by government and non-government services.	Strategic Waste Management Plan – Increase in % of community satisfied with waste service collections.

The strategic placement of charity clothing bins within the community will provide a positive outcome for residents wanting to recycle clothing.

Better management practices should minimise complaints from residents associated with illegal dumping surrounding the bins.

COMMUNITY ENGAGEMENT

Community engagement has not been undertaken, however the City is aware of members of the community enquiring on social media about the location of charity clothing receptacles within the City of Kwinana.

16.1 MANAGEMENT OF CHARITY CLOTHING RECEPTACLES

RISK IMPLICATIONS

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

Risk Event	Litter and dumping of rubbish as a result of charity clothing receptacles not being managed effectively.
Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Environment Reputation
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Likely
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Provision of a Council Policy – Charity Clothing Receptacles and on-going management of applications and approvals for placement of charity clothing receptacles.
Rating (after treatment)	Low

COUNCIL DECISION

085

MOVED CR W COOPER**SECONDED CR M ROWSE**

That Council adopt the Charity Clothing Receptacles Policy.

**CARRIED
7/0**

Council Policy

Charity Clothing Receptacles



Council Policy

Charity Clothing Receptacles

D17/40263[v4]

1. Title

Charity Clothing Receptacles

2. Purpose

This policy has been developed to enable recycling of clothing and other household items while preventing nuisance and managing safety and public risk by controlling and regulating the placement and management of charity clothing receptacles (bins) on City of Kwinana controlled land.

3. Scope

This policy provides guidance to staff and members of the public in relation to the application and approval process for the suitable location and management of charity collection receptacles on City of Kwinana controlled land.

4. Definitions

Charity clothing receptacle means a lockable and secure bulk container/bin for the purpose of accepting donated clothing.

5. Policy Statement

In the interest of donated clothing being re-used, the City of Kwinana accepts applications from organisations to place charity clothing receptacles in suitable locations.

For each proposed location the organisation is required to make an application as per the requirements listed below in clause 5.1.

Subject to compliance with the site requirements in clause 5.2, a conditional approval may be granted consistent with clause 5.3. This approval is subject to regular collections and ongoing maintenance of the bins and their surroundings, where applicable.

5.1 Application requirements

5.1.1 Pursuant to the issue of a permit for exemption under the provisions of the *Town of Kwinana Local Government Property Local Law* (the Local Law), a written application for the placement of charity clothing receptacles is to be completed and submitted by the organisation that owns and will manage the receptacle/s.

5.1.2 The applicant, if a commercial participant/business, is to pay the fees for the permit as per the relevant part of the sub-section for Public Waste Collection Sheds/Bins/Containers Permit under the Waste Management section of the City's adopted Fees and Charges.

- 5.1.3 The application must be accompanied by:
- a. A site plan to a suitable scale showing the location of the receptacle on the property, the size of the receptacles, vehicle arrangements and any adjoining buildings. The City recommends locations that are reasonably visible by the public. The City will not permit placement of charity clothing receptacles in the following locations:
 - i. Highly visible and prominent areas of the City.
 - ii. Main road intersections.
 - iii. Historically problematic areas.
 - iv. All other areas which are secluded and may be prone to vandalism and illegal dumping.
 - b. Plans showing the elevation of each receptacle including colour, the size of the receptacles and wording details.
 - c. Proposed scheduled days and times for removal of contents from receptacles and site clean-ups.
 - d. The applicant's written indemnity insuring the City of Kwinana against any suit or action arising from or incidental to the placement and/or use of the receptacle.
 - e. A copy of the applicant's public liability insurance of not less than ten million (\$10,000,000).
 - f. The applicant's written acceptance of responsibility for any damage done to any City assets including but not limited to: roads, kerbs, footpaths, fencing and landscaping from the placement, use and servicing of the receptacle/s.

5.2 Site and receptacle requirements

- 5.2.1 The number of clothing receptacles permitted on each site will be limited to a maximum of two (2) by any single organisation.
- 5.2.2 Where practicable, a collective limit of four (4) receptacles to a specific site may be granted and determined on a site specific basis.
- 5.2.3 The placement of the receptacles must not obstruct an access way or parking place or unduly detract from the amenity of the area.
- 5.2.4 Receptacles must be clean, neatly painted, maintained to a satisfactory standard and must clearly display the registration and contact details of the permit holder. Structural damage, graffiti, or the like, must be rectified or removed within two (2) working days unless the receptacles presents an immediate hazard to the public, in which case the matter must be attended to immediately; either by removal of the receptacles or other remedial action being undertaken to rectify the problem.

- 5.2.5 The receptacles must be emptied on a regular basis and the area around the clothing bin must be maintained in a neat and tidy condition at all times. This requirement will continue to apply for a period of up to three (3) months following removal of receptacles from a location, subject to the site remaining vacant.
- 5.2.6 The applicant must comply with a direction from the City of Kwinana to replace a damaged receptacle or clean up a site where materials have been placed outside the receptacles.

5.3 Permits

- 5.3.1 Where the City of Kwinana is satisfied with the application and the location proposed a permit will be granted pursuant to the Local Law.
- 5.3.2 The permit for the placement of a charity clothing receptacles at a site will be for a period of up to two (2) years and subject to payment of fees annually (if applicable).
- 5.3.3 The applicant is to comply with the permit-stipulated frequency for emptying of the receptacles.
- 5.3.4 The permit is to stipulate further conditions requiring ongoing maintenance and emergency call-outs. The applicant is required to comply with the conditions of the permit.
- 5.3.5 The permit holder may seek the renewal of the permit in writing, provided the application is received no later than three (3) months prior to the expiry date. The decision to renew or terminate the permit will take into account the satisfactory performance of the organisation in meeting its compliance obligations to date.
- 5.3.6 The City of Kwinana reserves the right under Clause 3.12 of the Local Law to cancel the permit prior to the end of the term. On receiving written notice of the City's decision to revoke the permit, the applicant must remove the receptacles within the stipulated timeframe.

5.4 Unauthorised Receptacles

- 5.4.1 Bins placed without approval, or not removed as instructed by the City, may be impounded by the City and will be subject to the requirements of dealing with impounded goods under the *Local Government Act 1995*.
- 5.4.2 Any bin impounded and not collected as required by the City may be disposed of in accordance with section 3.47 of the *Local Government Act 1995*.

5.5 Register of Charity Clothing Receptacles

The City will maintain a register of all charity clothing receptacles permits issued under this policy and record the following information:

- a) approved applicant details
- b) location of receptacles;
- b) copy of each site monitoring assessment; and
- c) required payment of fees and charges (if applicable).

6. Financial/Budget Implications

Potential savings are identified as a result of reduced waste to landfill.

7. Asset Management Implications

It is recognised that the potential for damage to City's assets is possible. This will be addressed by ensuring during the application assessment process that the requested location is assessed and so that access to and from the location by users and also the vehicles that deliver and remove may be done so with little impact on the City's assets.

Clauses within the permit are to require the provision of insurances and any damage incurred to City assets as a result of the use of the bins to be remedied by the applicant.

8. Environmental Implications

The provision of charity clothing receptacles for recycling ensures increased resource recovery.

9. 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	Objective	Strategy
Strategic Community Plan	4.3 Ensure the Kwinana community is well serviced by government and non-government services.	Strategic Waste Management Plan – Increase in % of community satisfied with waste service collections.

The strategic placement of charity clothing bins within the community will provide a positive outcome for residents wanting to recycle clothing.

Better management practices should minimise complaints from residents associated with illegal dumping surrounding the bins.

10. Occupational Safety and Health Implications

The safe locating of the charity clothing bins at specific locations must be assessed during the application process. Any review of the permit must also include a review of any occupational and health implications.

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 City's management of charity clothing receptacles 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	Charity Clothing Receptacles
Date of Adoption and resolution No	
Review dates and resolution No #	
New review date	
Legal Authority	Local Government Act Section 2.7 – The Role of Council.
Directorate	City Regulation
Department	Environmental Health - Waste Management
Related documents	Acts/Regulations Local Government Act 1995 Plans/Strategies WA Waste Strategy - Waste Diversion targets City of Kwinana Strategic Community Plan City of Kwinana Waste Management Strategy Policies Nil Work Instructions TBA Other documents Template - Application Form – Permit to place charity clothing receptacle (bin) Template - Permit – Placement of charity clothing receptacle (bin)

16.2 Local Public Notice of Proposed Disposition by way of Lease of Unit 24, 40 Meares Avenue, Kwinana Town Centre – Auto One Kwinana

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The City of Kwinana is the owner of Units 23 and 24, 40 Meares Avenue, in the Kwinana Trade Centre. The City has previously leased both units 23 and 24 (the premises) to Auto One Kwinana.

The premises were leased for five (5) years, with an option to extend for a further (5) years, which commenced on 1 December 2007 and expired on 30 November 2012. Auto One Kwinana exercised its option to extend for another five (5) years, which commenced on 1 December 2012 and expired on 30 November 2017. The original lease agreement, inclusive of the option to extend has now expired and currently there is no formal lease agreement in place between the City of Kwinana and Auto One Kwinana. Auto One Kwinana are now seeking to enter into a lease with the City for unit 24 only.

A lease agreement is considered to be a disposition, and as such, a local government can only dispose of property if it gives local public notice of the proposed disposition, in accordance with Section 3.58(3)(a) of the *Local Government Act 1995*.

This report seeks Council approval to give local public notice of the proposed disposition by way of lease of Unit 24, 40 Meares Avenue, Kwinana Town Centre to Auto One Kwinana, as the prospective lessee.

OFFICER RECOMMENDATION:

That Council:

1. Give local public notice of the proposed disposition of Unit 24, 40 Meares Avenue, Kwinana Town Centre to Auto One Kwinana, in accordance with Section 3.58(3)(a) and (4) of the *Local Government Act 1995*.
2. Advertise the proposed rent to be \$31,185 per annum, as detailed in Attachment A.

DISCUSSION:

The premises outlined in the original lease agreement comprised Units 23 and 24 of the Kwinana Trade Centre, situated at 40 Meares Avenue, Kwinana Town Centre, with a total net lettable area of 420 square metres. The initial term was for five (5) years, from 1 December 2007 to 30 November 2012, with one option to extend for a further five (5) years term, which commenced on 1 December 2012 and expired on 30 November 2017.

Prior to the expiration of the option to extend the lease agreement, the lessee advised he would like to decrease his net lettable area (NLA) to 189 square metres by relinquishing Unit 23. Following this initial conversation, the lessee subsequently advised that due to the current economic climate and property market, he would like to relinquish both units and 'completely' move out.

16.2 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF UNIT 24, 40 MEARES AVENUE, KWINANA TOWN CENTRE – AUTO ONE KWINANA

City Officers inspected the premises on 28 November 2017 and were satisfied that all make good provisions in the lease agreement had been met, prior to the lessee vacating. During the site inspection, the lessee advised that he no longer wished to 'completely' vacate the tenancy and that he would like to continue leasing Unit 24, but at a reduced rate to reflect the reduced NLA. As a result, a new lease agreement is required. The proposed rent has been determined by an independent valuation (as per confidential Attachment B).

This report seeks Council approval to give local public notice of the proposed disposition by way of lease of Unit 24, 40 Meares Avenue, Kwinana Town Centre to Auto One Kwinana, as detailed in Attachment A.

LEGAL / POLICY IMPLICATIONS:**Local Government Act 1995****Section 3.58 (3) and (4). Disposing of property**

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
 - and*
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

FINANCIAL/BUDGET IMPLICATIONS:

The provision of Local Public Notice will cost approximately \$200 and will be funded from the GOVADV account.

16.2 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF UNIT 24, 40 MEARES AVENUE, KWINANA TOWN CENTRE – AUTO ONE KWINANA

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications identified as a result of this report.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications identified as a result of this report.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	6.3 Maximise the value of the City's property assets	6.3.1 Develop the City's Land Asset Management Plan and acquire, manage and dispose of Council land assets on the basis of the adopted recommendations

RISK IMPLICATIONS:

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

Risk Event	That Council does not support giving local public notice of the proposed disposition of Unit 24, 40 Meares Avenue, Kwinana Town Centre to Auto One Kwinana, in accordance with section 3.58(3)(a) and (4) of the <i>Local Government Act 1995</i> . Should Council resolve not to give local public notice, as per Section 3.58 of the <i>Local Government Act 1995</i> , the disposition cannot proceed.
Risk Theme	Ineffective management of facilities/venues/events
Risk Effect/Impact	Financial
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Avoid
Response to risk treatment required/in place	This report is in relation to giving local public notice of the proposed disposition of Unit 24, 40 Meares Avenue, Kwinana Town Centre.
Rating (after treatment)	Low

16.2 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF UNIT 24, 40 MEARES AVENUE, KWINANA TOWN CENTRE – AUTO ONE KWINANA

COUNCIL DECISION

086

MOVED CR D WOOD

SECONDED CR M KEARNEY

That Council:

1. **Give local public notice of the proposed disposition of Unit 24, 40 Meares Avenue, Kwinana Town Centre to Auto One Kwinana, in accordance with Section 3.58(3)(a) and (4) of the *Local Government Act 1995*.**
2. **Advertise the proposed rent to be \$31,185 per annum, as detailed in Attachment A.**

**CARRIED
7/0**



NOTICE OF DISPOSAL OF PROPERTY BY WAY OF LEASE

Unit 24, 40 Meares Avenue, Kwinana Town Centre

In accordance with Section 3.58 of the *Local Government Act 1995*, the City of Kwinana hereby advertises its intention to dispose of the following property by way of lease;

Address: Unit 24, 40 Meares Avenue, Kwinana Town Centre

Land Description: Lot 24 on Strata Plan 23790 and being the whole of the land in Certificate of Title Volume 1980 Folio 835

Lessee: Auto One Kwinana

Market Rent Valuation: \$31,185p.a (exclusive of GST)

Proposed Rent: \$31,185p.a (exclusive of GST)

Valuer: Pember WILSON & EFTOS (pwe)
PO Box 41
Karrinyup WA 6921

Date of Valuation: 19 January 2018

For further information contact the Property Management Officer on (08) 9439 0278.

Submissions are required to be made in **writing** to PO Box 21, Kwinana, WA 6966, addressed to the **Chief Executive Officer** and to be received no later than 5pm, **XX XXX** 2018.

JOANNE ABBISS
CHIEF EXECUTIVE OFFICER

16.3 Local Public Notice of Proposed Disposition by way of Lease of Suites 9, 10, 11, 16 and 17 within 'Kwinana Technology Business Centre', Lot (8) 11 Stidworthy Way, Kwinana Town Centre – Kwinana Industries Council

DECLARATION OF INTEREST:

Mayor Carol Adams declared an indirect financial interest due to her spouse being an employee of the industry body.

Mayor Carol Adams left the Council Chambers at 7:28pm before the item was discussed, Deputy Mayor Peter Feasey took the position as the Chair.

SUMMARY:

The previous lessee for Suites 9 – 17 was Business Foundations Incorporated. The term of the lease agreement was for one (1) year, which commenced on 28 July 2016 and expired on 27 July 2017.

This report seeks Council approval to give local public notice of the proposed disposition by way of lease of suites 9, 10, 11, 16 and 17 within the 'Kwinana Technology Business Centre' to Kwinana Industries Council, as the prospective lessee.

OFFICER RECOMMENDATION:

That Council:

1. Give local public notice of the proposed disposition of suites 9, 10, 11, 16 and 17 within the 'Kwinana Technology Business Centre' to Kwinana Industries Council, in accordance with Section 3.58(3)(a) and (4) of the *Local Government Act 1995*.
2. Advertise the proposed rent to be \$24,700 per annum, as detailed in Attachment A.

DISCUSSION:

Business Foundations Incorporated assumed management of a number of suites in the Kwinana Technology Business Centre (Business Centre) in late 2011, following the winding up of the organisation that had prior management responsibility. Shortly after Business Foundations Incorporated commenced operations, the City of Kwinana required additional office accommodation within the Business Centre and some of Business Foundations Incorporated services were shifted to Rockingham. A formal lease agreement for a term of one (1) year between the City of Kwinana and Business Foundations Incorporated was approved by Council at the Ordinary Council Meeting, held on 10 August 2016.

16.3 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF SUITES 9, 10, 11, 16 AND 17 WITHIN 'KWINANA TECHNOLOGY BUSINESS CENTRE', LOT (8) 11 STIDWORTHY WAY, KWINANA TOWN CENTRE – KWINANA INDUSTRIES COUNCIL

Business Foundations Incorporated was the head-lessee and Kwinana Industries Council was a sub-lessee of Business Foundations Incorporated. As at 1 November 2017, Business Foundations Incorporated notified Kwinana Industries Council that it had conducted a strategic review of its operations and found that the Business Centre no longer met Business Foundation Incorporated's goals. As such, the sublease held by Kwinana Industries Council for the rental of suites 9, 10, 11 and 17 at Lot 8 (11) Stidworthy Way, Kwinana Town Centre expired as at 30 November 2017.

Further to discussions between City Officers and Business Foundations Incorporated, City Officers indicated that the City would be willing to negotiate directly with Kwinana Industries Council, in relation to the continuation of leasing space within the Kwinana Technology Business Centre. As a result of the aforementioned discussions, Kwinana Industries Council expressed an interest in leasing suite 16, in addition to suites 9, 10, 11 and 17. The proposed rent has been determined by an independent valuation (as per confidential Attachment B).

This report seeks Council approval to give local public notice of the proposed disposition by way of lease of suites 9, 10, 11, 16 and 17 within the 'Kwinana Technology Business Centre' to Kwinana Industries Council, as detailed in Attachment A.

LEGAL / POLICY IMPLICATIONS:

Local Government Act 1995

Section 3.58 (3) and (4). Disposing of property

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition —*
 - (i) *describing the property concerned; and*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
 - and*
 - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned; and*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition —*
 - (i) *as ascertained by a valuation carried out not more than 6 months before the proposed disposition; or*
 - (ii) *as declared by a resolution of the local government on the basis of a valuation carried out more than 6 months before the proposed disposition that the local government believes to be a true indication of the value at the time of the proposed disposition.*

16.3 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF SUITES 9, 10, 11, 16 AND 17 WITHIN 'KWINANA TECHNOLOGY BUSINESS CENTRE', LOT (8) 11 STIDWORTHY WAY, KWINANA TOWN CENTRE – KWINANA INDUSTRIES COUNCIL

FINANCIAL/BUDGET IMPLICATIONS:

The provision of Local Public Notice will cost approximately \$200 and will be funded from the GOVADV account.

ASSET MANAGEMENT IMPLICATIONS:

There are no asset management implications identified as a result of this report.

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications identified as a result of this report.

STRATEGIC/SOCIAL IMPLICATIONS:

Plan	Objective	Strategy
Corporate Business Plan	6.3 Maximise the value of the City's property assets	6.3.1 Develop the City's Land Asset Management Plan and acquire, manage and dispose of Council land assets on the basis of the adopted recommendations

RISK IMPLICATIONS:

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

Risk Event	That Council does not support giving local public notice of the proposed disposition of the Suites 9, 10, 11, 16 and 17 within 'Kwinana Technology Business Centre' situated at Lot 8 (11) Stidworthy Way, Kwinana Town Centre, in accordance with section 3.58(3)(a) and (4) of the <i>Local Government Act 1995</i> . Should Council resolve not to give local public notice, as per Section 3.58 of the <i>Local Government Act 1995</i> , the disposition cannot proceed.
Risk Theme	Ineffective management of facilities/venues/events
Risk Effect/Impact	Financial
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Unlikely

16.3 LOCAL PUBLIC NOTICE OF PROPOSED DISPOSITION BY WAY OF LEASE OF SUITES 9, 10, 11, 16 AND 17 WITHIN 'KWINANA TECHNOLOGY BUSINESS CENTRE', LOT (8) 11 STIDWORTHY WAY, KWINANA TOWN CENTRE – KWINANA INDUSTRIES COUNCIL

Rating (before treatment)	Low
Risk Treatment in place	Avoid
Response to risk treatment required/in place	This report is in relation to giving local public notice of the proposed disposition of Suites 9, 10, 11, 16 and 17 within 'Kwinana Technology Business Centre'.
Rating (after treatment)	Low

COUNCIL DECISION

087

MOVED CR M KEARNEY

SECONDED CR S MILLS

That Council:

1. **Give local public notice of the proposed disposition of suites 9, 10, 11, 16 and 17 within the 'Kwinana Technology Business Centre' to Kwinana Industries Council, in accordance with Section 3.58(3)(a) and (4) of the *Local Government Act 1995*.**
2. **Advertise the proposed rent to be \$24,700 per annum, as detailed in Attachment A.**

**CARRIED
6/0**

Mayor Carol Adams returned to the Council Chambers at 7:45pm and resumed her position as the Chair.



NOTICE OF DISPOSAL OF PROPERTY BY WAY OF LEASE

Suites 9, 10, 11, 16 and 17 within 'Kwinana Technology Business Centre'

In accordance with Section 3.58 of the *Local Government Act 1995*, the City of Kwinana hereby advertises its intention to dispose of the following property by way of lease;

Address: Lot 8 (11) Stidworthy Way, Kwinana Town Centre

Plan or Diagram: Lot 8 on Plan 34151 and being the whole of the land in Certificate of Title Volume 2615 Folio 989

Lessee: Kwinana Industries Council

Market Rent Valuation: \$24,700p.a (exclusive of GST)

Proposed Rent: \$24,700p.a (exclusive of GST)

Valuer: Pember WILSON & EFTOS (pwe)
PO Box 41
Karrinyup WA 6921

Date of Valuation: 16 January 2018.

For further information contact the Property Management Officer on (08) 9439 0278.

Submissions are required to be made in **writing** to PO Box 21, Kwinana, WA 6966, addressed to the **Chief Executive Officer** and to be received no later than 5pm, **XX XXX** 2018.

JOANNE ABBISS
CHIEF EXECUTIVE OFFICER

16.4 Amendment to Council Appointment of Officers – Local Government to Officers 2017

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

A local government is authorised to exercise powers and duties under various Acts and Regulations, and they must appoint particular Officers to carry out the duties of the local government. These appointments were reflected in the 'Council Appointment of Officers - Local Government to Officers 2017'.

At its 8 November 2017 meeting, Council resolved to appoint Officers as Authorised Officers to undertake functions of the *Control of Vehicles (Off-Road Areas) Act 1978*, as detailed in Attachment B.

It is recommended that the current Council Appointment of Officers – Local Government to Officers be amended to reflect recent changes to the corporate structure and Officer's responsibilities, as detailed in the Attachment A:

- 1.3 Control of Vehicles (Off-road Areas) Act 1978 – Appointment of authorised officers

OFFICER RECOMMENDATION:

That Council, effective from 13 December 2017, amend the Appointment of Officers – Local Government to Officers 2017 to reflect recent changes to the corporate structure and responsibilities, as detailed in the Attachment A:

- 1.3 Control of Vehicles (Off-road Areas) Act 1978 – Appointment of authorised officers

NOTE – AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

Section 38(3)(a) of the *Control of Vehicles (Off-Road Areas) Act 1978* - employees of Local Government, allows a local government to appoint Authorised Officers for the purposes of that Act.

The changes to this appointment include the addition of two newly appointed City Assist Officers – Mohammad Iqbal and Sharon Banks, and the removal of Hayley Goodwin.

The Register titled Council Appointment of Officers – Local Government to Officers 2017 details the Acts and Regulations that require Council to make a direct appointment to a person.

16.4 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017**LEGAL/POLICY IMPLICATIONS:****Control of Vehicles (Off-road Areas) Act 1978****38. Authorised officers, who are, functions of etc.**

- (3) A local government may by resolution appoint —
 (a) any employee of the local government;

to be an authorised officer for the purposes of this Act either in respect of the whole of its district or any part thereof defined in the appointment.

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial implications related to this report.

ASSET MANAGEMENT IMPLICATIONS:

There are no direct asset management implications related to this report.

ENVIRONMENTAL IMPLICATIONS:

There are no direct 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 2016 - 2021.

Plan	Objective	Strategy
Corporate Business Plan 2016 - 2021	6.5 Apply best practice principles and processes to maximise efficiencies and quality.	6.5.1 Ensure internal organisational policies and procedures are aligned to the achievement of the community and corporate vision.

COMMUNITY ENGAGEMENT:

There are no community engagement implications as a result of this report.

16.4 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017**RISK IMPLICATIONS:**

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

Risk Event	Officers undertaking functions for which they have not been lawfully appointed.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Likely
Rating (before treatment)	Moderate
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Provide officers with appointments as required by legislation.
Rating (after treatment)	Low

COUNCIL DECISION

088

MOVED CR M KEARNEY**SECONDED CR W COOPER**

That Council, effective from 13 December 2017, amend the Appointment of Officers – Local Government to Officers 2017 to reflect recent changes to the corporate structure and responsibilities, as detailed in the Attachment A:

- 1.3 Control of Vehicles (Off-road Areas) Act 1978 – Appointment of authorised officers**

**CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL
7/0**

ATTACHMENT A

<p>1.3 Control of Vehicles (Off-Road Areas) Act 1978- Appointment of authorised officers</p>																													
<p>Function to be performed:</p>	<p>Appointment of such persons to be Authorised Officers for the purposes of this Act.</p>																												
<p>Power to appoint:</p>	<p>Control of Vehicles (Off-Road Areas) Act 1978 s38(3)(a) employees of Local Government</p>																												
<p>Date of Appointment:</p>	<table> <tr> <td>24 June 2015</td> <td>Resolution #500</td> </tr> <tr> <td>10 February 2016</td> <td>D16/1305</td> </tr> <tr> <td>13 April 2016</td> <td>Resolution #158</td> </tr> <tr> <td>14 December 2016</td> <td>Resolution #408</td> </tr> <tr> <td>14 June 2017</td> <td>Resolution #513</td> </tr> <tr> <td>26 July 2017</td> <td>Resolution #552</td> </tr> <tr> <td>08 November 2017</td> <td>Resolution #</td> </tr> </table>	24 June 2015	Resolution #500	10 February 2016	D16/1305	13 April 2016	Resolution #158	14 December 2016	Resolution #408	14 June 2017	Resolution #513	26 July 2017	Resolution #552	08 November 2017	Resolution #														
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26 July 2017	Resolution #552																												
08 November 2017	Resolution #																												
<p>Appointment of:</p>	<table> <tr> <td>Joanne Abbiss</td> <td>Chief Executive Officer</td> </tr> <tr> <td>Michelle Bell</td> <td>Director City Legal</td> </tr> <tr> <td>Bruce Mentz</td> <td>Manager Essential Services</td> </tr> <tr> <td>Louis DeKlerk</td> <td>Coordinator City Assist</td> </tr> <tr> <td>Christoph Matzen</td> <td>City Assist Officer</td> </tr> <tr> <td>Geoff Copley</td> <td>City Assist Officer</td> </tr> <tr> <td>Trevor Jones</td> <td>City Assist Officer</td> </tr> <tr> <td>Ian Abel</td> <td>City Assist Officer</td> </tr> <tr> <td>Hayley Goodwin</td> <td>City Assist Officer</td> </tr> <tr> <td>Paul Lucas</td> <td>City Assist Officer</td> </tr> <tr> <td>Sandra Ross</td> <td>City Assist Officer</td> </tr> <tr> <td>Sharna Freeman</td> <td>City Assist Officer</td> </tr> <tr> <td>Mohammad Iqbal</td> <td>City Assist Officer</td> </tr> <tr> <td>Sharon Banks</td> <td>City Assist Officer</td> </tr> </table>	Joanne Abbiss	Chief Executive Officer	Michelle Bell	Director City Legal	Bruce Mentz	Manager Essential Services	Louis DeKlerk	Coordinator City Assist	Christoph Matzen	City Assist Officer	Geoff Copley	City Assist Officer	Trevor Jones	City Assist Officer	Ian Abel	City Assist Officer	Hayley Goodwin	City Assist Officer	Paul Lucas	City Assist Officer	Sandra Ross	City Assist Officer	Sharna Freeman	City Assist Officer	Mohammad Iqbal	City Assist Officer	Sharon Banks	City Assist Officer
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<p>Special Requirements:</p>	<p>Control of Vehicles (Off-Road Areas) Act 1978 s38(4) A person who is appointed as an authorised officer pursuant to subsection (2) or subsection (3) — (d) shall be issued with a certificate of his appointment as an authorised officer in the prescribed form, evidencing the area of jurisdiction entrusted to him under this Act, which he shall, on reasonable demand, produce for inspection by any person.</p>																												

16.5 Council Policy Review – ‘Pavement and Drainage for Residential, Commercial and Industrial Areas’, ‘Crossovers’ and ‘Asset Management’

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

A biennial review of the Council policies – ‘Pavement and Drainage for Residential, Commercial and Industrial Areas’, ‘Crossovers’ and ‘Asset Management’ was undertaken. The reviewed policies are recommended for Council endorsement and are at Attachment A.

OFFICER RECOMMENDATION:

That Council adopt the reviewed policies –

- Pavement and Drainage for Residential, Commercial and Industrial Areas;
- Crossovers; and
- Asset Management;

at Attachment A.

DISCUSSION:

A copy of the policies as recommended for amendment are contained within Attachment A with the current policies contained within Attachment B. A summary of changes recommended to the policies are as follows:

Policies recommended for amendment

Pavement and Drainage for Residential, Commercial and Industrial Areas

The recommended changes include:

- No changes to the policies were required other than to reformat the policy in line with the new Council policy format.

Crossovers

The recommended changes include;

- Inclusion of a new clause at clause 5.12 which allows the City to provide to the property owner of rural and special rural lots; a PVC stormwater pipe, where a crossover is to be constructed over an open road drain.
- Reformatting of the policy in line with the new Council policy format.

16.5 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017**Asset Management**

This policy has undergone a substantial rewrite including:

- Identifying assets within the scope;
- Inclusion of definitions;
- More information within the policy statement to explain the principles of the management of infrastructure assets and the City's Asset Management Plans;
- Inclusion of a clause regarding Asset Management Roles and Responsibilities; and
- Reformatting of the policy and standard information requirements in line with the new Council policy format.

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.*

Schedule 9.1 Certain matters for which Governor may make regulations**7. Crossing from public thoroughfare to private land or private thoroughfare**

- (1) *In this clause —*
private land means land that is neither vacant Crown land nor local government land;
private thoroughfare means a thoroughfare that is principally used for access to private land that abuts the thoroughfare and, for the purposes of this clause, that land is land served by the thoroughfare.
- (2) *Regulations may be made about crossings from public thoroughfares to private land or to private thoroughfares.*
- (3) *Regulations may authorise a local government to require a person to make or repair a crossing from a public thoroughfare to —*
 - (a) *private land that the person owns or occupies; or*
 - (b) *a private thoroughfare serving private land that the person owns or occupies, and, if the person fails to do so, to do so itself and recover 50% of the cost as a debt due from the person.*
- (4) *Regulations may provide for the local government to bear some of the cost of making a crossing in certain circumstances.*
- (5) *Regulations may make provision about the proportion in which the cost is attributable to each of several parcels of land that are served by a private thoroughfare.*

16.5 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017**Local Government (Uniform Local Provisions) Regulations 1996****12. Crossing from public thoroughfare to private land or private thoroughfare — Sch. 9.1 cl. 7(2)**

- (1) Upon the application of the sole owner, or a majority of the owners, of private land the local government may, in writing and subject to regulation 14(2) —
 - (a) approve the construction, under the supervision of, and to the satisfaction of, the local government, of a crossing giving access from a public thoroughfare to —
 - (i) the land; or
 - (ii) a private thoroughfare serving the land;or
 - (b) agree to construct for the applicant a crossing giving access from a public thoroughfare to —
 - (i) the land; or
 - (ii) a private thoroughfare serving the land.
- (2) A person is not to construct a crossing for vehicles from a public thoroughfare that is a Government road to —
 - (a) land on which premises have been or are about to be constructed; or
 - (b) a private thoroughfare serving the land, unless the construction of the crossing has been approved by the local government under subregulation (1) and the crossing is constructed in accordance with the approval.

13. Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3)

- (1) A local government may, subject to regulation 14(2), give a person who is the owner or occupier of private land a notice in writing requiring the person to construct or repair a crossing from a public thoroughfare to the land or a private thoroughfare serving the land.
- (2) If the person fails to comply with the notice, the local government may construct or repair the crossing as the notice required and recover 50% of the cost of doing so as a debt due from the person.
- (3) A person given a notice under subregulation (1) must comply with the notice.

FINANCIAL/BUDGET IMPLICATIONS:

There are no direct financial/budget implications associated with this report.

ASSET MANAGEMENT IMPLICATIONS:

There are no direct asset management implications related to this report.

ENVIRONMENTAL IMPLICATIONS:

There are no direct environmental implications related to this report.

16.5 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017**STRATEGIC/SOCIAL IMPLICATIONS:**

Plan	Objective	Strategy
Corporate Strategic Plan 2017 - 2022	4.5 Actively improve the appearance of public areas and streetscapes throughout the City	Stormwater Drainage Asset Management Plan

COMMUNITY ENGAGEMENT:

There are no specific community engagement implications as a result of this report other than ensuring that the subject policies are available for public information.

RISK IMPLICATIONS:

The risk implications in relation to the policies listed in this report are as follows:

Policy - Pavement and Drainage for Residential, Commercial and Industrial Areas

Risk Event	Council not providing an adequate policy to address the City's commitment to adequate paving and drainage throughout the City.
Risk Theme	Inadequate environmental management
Risk Effect/Impact	Property
Risk Assessment Context	Operational
Consequence	Low
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Provide a policy that details Council's commitment in regard to paving and drainage.
Rating (after treatment)	Low

16.5 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017

Policy – Crossovers

Risk Event	Council not providing an adequate policy to address the City's commitment to the requirements of the construction of crossovers.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Low
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Provide a policy that details Council's commitment in regard to the construction of crossovers.
Rating (after treatment)	Low

Policy – Asset Management

Risk Event	Inadequate Policy to address the City's commitment to asset management
Risk Theme	Inadequate asset sustainability practices
Risk Effect/Impact	Financial
Risk Assessment Context	Strategic
Consequence	Major
Likelihood	Possible
Rating (before treatment)	High
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Ensure Policy is adequate and reviewed in line with Council's Policy review process
Rating (after treatment)	Moderate

16.5 AMENDMENT TO COUNCIL APPOINTMENT OF OFFICERS – LOCAL GOVERNMENT TO OFFICERS 2017

COUNCIL DECISION

089

MOVED CR M ROWSE

SECONDED CR P FEASEY

That Council adopt the reviewed policies –

- **Pavement and Drainage for Residential, Commercial and Industrial Areas;**
- **Crossovers; and**
- **Asset Management;**

at Attachment A.

**CARRIED
7/0**

Council Policy Pavement and Drainage for Residential, Commercial and Industrial Areas	D13/69951[v3]
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1. **Title**
Pavement and Drainage for Residential, Commercial and Industrial Areas.
2. **Purpose**
To set down standards for yards, driveways, car parks and other paved areas in order to standardise controls required by the City’s Manager of Engineering Services.
3. **Scope**
Provide direction for the construction of traffic and non traffic areas in residential, commercial and industrial developments to manage dust and drainage, referring to the City’s specifications to be adhered to.
4. **Definitions**
Nil.
5. **Policy Statement**
 - 5.1 Car parks and driveways on all private properties are to be maintained so as to be dust free and drained on site.
 - 5.2 In addition, car parks and driveways on commercial and industrial Lots are to be constructed and maintained in accordance with the City’s:
 - i. “Specification for Pavement and Drainage of Trafficable Areas in Industrial Areas”; or
 - ii. “Specification for Pavement and Drainage of Non Trafficable Areas in Industrial Areas”,as appropriate for that Lot or part of that Lot so as to be serviceable and not be detrimental to adjacent properties.
 - 5.3 All storm water within private property is to be contained within the property boundaries to the satisfaction of the City’s Manager Engineering Services
6. **Financial/Budget Implications**
There are no specific financial or budget implications associated with this Policy.
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 2.4: The Western Trade Coast Precinct is developed with maximum leverage being gained from investments in new infrastructure.
 Objective 3.2: Achieve high levels of environmental protection in new developments

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 this Policy review indicates that the risk to the City by not providing an adequate Policy for the Pavement and Drainage for Residential, Commercial and Industrial Areas would result in a high risk rating.

Associated risks would include drainage infrastructure not being installed or sealing and paving of parking, traffic and laydown areas not being undertaken and adequately maintained. This would potentially result in dust emission from sites, loose sand, gravel or rock material discharging from sites and stormwater flow off sites. This may present a safety and health hazard, contamination or flooding issue to neighbouring properties or road reserves/public land.

It is assessed that the risk rating following implementation of this Policy would result in a low risk rating.

12. References

Name of Policy	Pavement and Drainage for Residential, Commercial and Industrial Areas
Date of Adoption and resolution No	26/02/92 #347
Review dates and resolution No #	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 09/09/2015 #562
New review date	9/09/2017
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council
Directorate	City Infrastructure City Regulation
Department	Engineering Services Environmental Health
Related documents	<p>Acts/Regulations Local Government Act 1995 Section 2.7 – Role of Council</p> <p>Plans/Strategies Nil</p> <p>Policies Policy - Crossovers</p> <p>Work Instructions Nil</p> <p>Other documents Specifications for Pavement and Drainage of Non-trafficable areas in Industrial Areas Specifications for Pavement and Drainage of Trafficable areas in Industrial Areas</p>

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Note: Changes to References may be made without the need to take the Policy to Council for review.

Council Policy

Crossovers

D12/62162[v4]

- 1. Title**
Crossovers
- 2. Purpose**
To encourage construction and maintenance of crossovers to adequate standards and timeframes.
- 3. Scope**
To provide direction for the construction of crossovers on residential lots by adhering to the Vehicle Crossover Specification and Design Plans when designing crossover locations for new and existing residential properties.
- 4. Definitions**
For the purpose of this Policy, the meaning of 'Crossover' has the same meaning as 'Crossing' referred to in the Local Government Act 1995.
- 5. Policy Statement**
 - 5.1** All crossovers should be constructed and maintained in accordance with the City's "Vehicle Crossover Specifications and Design Plans".
 - 5.2** A crossover plan shall be submitted for approval prior to construction commencing. The submitted plan shall also show the proposed route of the driveway and:
 - i. The plan should accurately identify the location of existing and nearby affected trees, and where practicable, should minimise disruption to these trees;
 - ii. Where trees are to be removed, written approval from the City is required. Replacement trees should, where practicable, be planted as close as possible to the location of the removed tree with the submitted plan indicating the proposed locations and species of the replacement tree/s; and
 - iii. Where a Local Development Plan is in place over the land, the plan shall be consistent with the Local Development Plan, or any subsequent planning consent.
 - 5.3** The builder or owner shall construct the crossover for newly constructed dwellings as indicated on the approved plan prior to an occupancy permit being issued for the property, or by a date mutually agreed upon by the City and the owner.
 - 5.4** Where an established property does not have a crossover which complies with the current specifications, and the owner requests and receives the City's approval for a new one, the owner is to construct or arrange to construct the crossover, as per the approved plan.
 - 5.5** In respect to the first crossover to the land or private thoroughfare, a rebate equivalent to 50% of the cost, as estimated by the City, of a standard crossover, will be made to the applicant when the crossover has been constructed in accordance with the City's "Vehicle Crossover Specifications and Design Plans".
 - 5.6** The City will not provide a rebate towards construction of a second crossover, or when a rebate has already been paid for a previously approved crossover on

that land (Lot).

- 5.7 Property owners can engage a private contractor to build their crossover. (This does not prevent property owners with adequate skills building their own crossover to Council specifications).
- 5.8 Where a footpath exists and a crossover is to cross it, the footpath is to remain in situ and is not to be modified or any part of it removed. The crossover is to end at the footpath edge.
- 5.9 Any crossover constructed without approval of the City, and not constructed to the City's specifications will not be entitled to any rebate. The City may also issue a Notice requiring the crossover to be removed and any damage to the verge repaired at the owner's expense.
- 5.10 Irregular shaped lots, steep grades or other irregularities may mean that it is not always practicable or the safest option to achieve exactly the specifications required by the Vehicle Crossover Specifications and Design Plans. In this case, discretion to approve a non-compliant crossover will remain with the City.
- 5.11 If some variation is sought to the City's standards for a crossover design and prior arrangement has been made with a developer and the City in writing and endorsed on the property title, the property owner will be eligible to receive the rebate, (e.g. if a developer puts in place restrictive covenants that require crossovers to be constructed of a material other than concrete or brick paving).
- 5.12 Council will supply one 6 meter length of 225mm or 300mm diameter PVC stormwater pipe to the owner of a rural or special rural lot where a crossover is to be constructed over an open drain in the road verge. The pipe will enable construction of a 3m wide crossover and is to be installed by the owner, or contractor constructing the crossover. Additional pipe for a wider or second crossover may be supplied at the owners cost. The City will deliver the pipe to the property.

6. Financial/Budget Implications

A Crossover rebate is available on application to the Manager of Engineering Services. The rebate is calculated as:

- 6.1 In respect to the first crossover to the land or private thoroughfare, a rebate equivalent to 50% of the total cost of a standard 3m wide, 100mm thick concrete crossover, as estimated by the City, will be paid to the applicant when the crossover has been constructed in accordance with the City's "Vehicle Crossover Specifications and Design Plans".
- 6.2 The rebate figure is revised and may change each financial year. The actual amount payable per meter is listed in Council's fees and charges schedule, and is based on the supply and placement of a 100mm thick concrete crossover. The method of calculating the rebate is based on the distance measured between the property boundary and the back of kerb or footpath excluding any footpath area.

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

There are no specific strategic/social implications associated with this Policy

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 this Policy review indicates that the risk to the City by not providing an adequate Crossover Policy would result in a moderate risk rating. Associated risks would include not constructing crossovers or construction of non conforming crossovers. This would potentially result in uneven and varying verge levels or loose materials, all of which may present a hazard or risk to any road users.

It is assessed that the risk rating following implementation of this Policy would result in a low risk rating.

12. References

Name of Policy	Crossovers
Date of Adoption and resolution No	29/04/1992 #422
Review dates and resolution No #	23/07/2008 #260 28/04/2010 #105 11/07/2012 #163 24/06/2015 #499
New review date	24/06/2017
Legal Authority	Local Government Act 1995 Section 2.7 – The Role of Council Local Government (Uniform Local Provisions) Regulations 1996 – Regulations 13, 14 & 15
Directorate	City Infrastructure
Department	Engineering Services
Related documents	<p>Acts/Regulations Local Government Act 1995 Section 2.7 – The Role of Council Local Government (Uniform Local Provisions) Regulations 1996 – Regulations 13, 14 & 15</p> <p>Plans/Strategies Nil</p> <p>Policies Nil</p> <p>Work Instructions Crossover Rebate Inspection Administration Crossover Site Inspection</p> <p>Other documents Vehicle Crossover Specifications and Design Plans Crossover Subsidy Rebate Application EFT Form</p>

Note: Changes to References may be made without the need to take the Policy to Council for review.

Council Policy

Asset Management

D13/64412[v4]

1. **Title**
Asset Management
2. **Purpose**
Council recognises that quality levels of service and the ability to sustain these services is dependent on quality asset management.
3. **Scope**
The City of Kwinana will maintain an organisational commitment to asset management to ensure that the City continues to provide quality services and facilities to its community.

This Policy applies to all infrastructure related service provision such as:

- Road and Transport;
- Stormwater Drainage;
- Buildings
- Parks and Reserves
- Public Lighting

4. Definitions

“**Asset Management**” is the combination of management, financial, economic, engineering and other practices applied to physical assets with the objective of providing the required level of service in the most cost effective manner.

“**Long Term Financial Plan**” will be used to inform decision making during the finalisation of the Strategic Community Plan.

“**Life Cycle**” means the cycle of activities that an asset goes through while it retains an identity as a particular asset.

“**Life Cycle Cost**” the total cost of an asset throughout its life including planning, design, construction, acquisition, operation, maintenance, renewal and disposal costs.

“**Level of Service**” the higher the level of service the greater the cost to deliver the service. The aim of asset management is to match the asset and level of service of the asset to the community expectation, need and affordability.

“**Maintenance**” means regular ongoing day to day work necessary to keep assets operating and to achieve its optimum life expectancy.

“**Operating Costs**” have no effect on asset condition but are necessary to keep the asset property utilised such as cleaning and utilities.

“**Renewal**” restores, rehabilitates or replaces the existing asset to its original capacity.

“**Risk**” means the probability and consequence of an event that could impact on the City’s ability to meet its corporate objectives.

5. Policy Statement

The purpose of the Asset Management Policy is to ensure that the City has information, knowledge and understanding of the long term and cumulative consequences of being the custodians of public infrastructure.

This is achieved by ensuring that the systems and processes are in place to determine the most effective and efficient options for delivering infrastructure related services while controlling exposure to risk and loss.

The Asset Management Policy provides the framework that together with the Strategic Community Plan 2017-2027 enables the asset management strategy and specific asset management plans to be produced.

The City’s Asset Management Policy is based on the following principles to guide sustainable management of infrastructure assets:

- Life cycle approach – apply a whole of life methodology for managing infrastructure assets including planning, acquisition, operations, maintenance, renewal and disposal.
- Sustainable environmental performance.
- Best value - achieved by balancing financial, environmental and social aspects with a view to renew before new.
- Long term financial plans – asset practices, plans and systems will enable the development of long term financial plans for asset classes.
- Decision making support systems and knowledge – core systems will include up to date infrastructure asset information to inform decisions.
- Service levels – clearly defined service levels for infrastructure assets. These service levels are to be considered when prioritising investments in infrastructure. The community and key stakeholders are to be consulted when determining service levels.
- Management of Risks associated with infrastructure assets.
- Continuous improvement of asset management practices.
- Training in financial and asset management will be provided for staff and Councillors where required.
- Asset Management Plans will be used to make informed decisions to support service delivery.
- In order to support service delivery Asset Management Plans will form part of the day to day practices of the City.

Long term financial models shall be prepared identifying whole of life costs for all of the City’s infrastructure assets. Where appropriate this is to include performance modelling of assets based on different funding scenarios.

The City’s Long Term Financial Planning goal is directed at ensuring that:

- (a) Sufficient funds are allocated each year for operating, maintenance and refurbishment costs of existing assets; and
- (b) Decisions to invest in new or upgraded assets are critically reviewed against the City's long-term financial capacity.

Investments in new infrastructure creation are to consider whole of life costs of the asset rather than just the capital cost component. Where appropriate this is to involve assessing benefit/cost ratios, net present values and the environmental and social benefits of investments.

6. Asset Management Roles and Responsibilities

Mayor and Councillors as the custodians of public infrastructure provide transparent and consistent decision making based on adopted Asset Management Policy, Strategy and Plans.

Chief Executive Officer is responsible for the promotion of asset management across the organisation, ensuring that systems are in place for the annual review of the Asset Management Policy, Strategies and Plans. The Chief Executive Officer provides effective communication between the Community, Council and Staff with respect to the application of Asset Management Policy, Strategy and Plans.

City Leadership Team is responsible for ensuring that all asset management objectives are consistent with the objectives of the Strategic Community Plan 2017 – 2027, the Integrated Planning and Reporting Framework and the Long Term Financial Plan. The City Leadership Team is responsible for ensuring that adequate resources are allocated to asset management.

Asset Management Working Group (AMWG) is made up of members across the organization and is responsible for ensuring the objectives of the Asset Management Strategy are achieved and that Plans are reviewed and maintained in accordance with the Asset Management Policy. The AMWG reports to the City Leadership Team.

Asset Management Team Individual staff with asset management responsibilities have this reflected in their position descriptions.

7. Financial/Budget Implications

Asset Management Plans include long term financial modelling and Strategies which integrate with the City's Long Term Financial Plan

8. Asset Management Implications

Allocation of resources to asset management is mandatory to achieve Council's Asset Management Strategy.

9. Environmental Implications

Acknowledgement of climate change adaption, environmental protection and enhancement protocols are fundamental to sustainable asset management planning.

10. Strategic/Social Implications

Strategic Community Plan 2017 – 2027

Objective 4.1 Residents are provided with a range of multifunctional community places and accessible recreation facilities

Strategy: Building Assets Management Plan

Objective 4.2: The community has easy access to well equipped, quality parks and public open spaces.

Strategy: Parks and Reserves Asset Management Plan
Public Open Space Infrastructure Asset Management Plan

Objective 4.5: Actively improve the appearance of public areas and streetscapes throughout the City.

Strategy: Stormwater Drainage Asset Management Plan
Public Lighting Asset Management Plan

Objective 4.6: Provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system.

Strategy: Roads and Transport Asset Management Plan

11. Occupational Safety and Health Implications

There are no specific OSH implications associated with this Policy.

12. 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 City's commitment to Asset Management would result in a risk rating of high.

It is assessed that the risk rating following the implementation of this policy would result in a risk rating of moderate.

13. References

Name of Policy	Asset Management
Date of Adoption and resolution No	27/09/006 #519
Review dates and resolution No #	28/04/2010 #105 11/07/2012 #163 08/04/2015 #430
New review date	
Legal Authority	Local Government Act 1995 – Section 5.56 (1) and (2)
Directorate	City Infrastructure
Department	Asset Management Services
Related documents	Acts/Regulations Local Government Act 1995 – Section 5.56 (1) and (2) Local Government (Administration) Regulations 1996 – Regulation 19DA Section 3C Plans/Strategies Community Strategic Plan 2017 - 2027 Corporate Business Plan 2017 - 2022

	Asset Management Plan/s Policies Recognition and Depreciation of Assets Risk Management
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Note: Changes to References may be made without the need to take the Policy to Council for review.

PAVEMENT AND DRAINAGE FOR RESIDENTIAL, COMMERCIAL AND INDUSTRIAL AREAS

To set down standards for yards, driveways, car parks and other paved areas as provided for under Section 124 and 125 of the Health Act 1911 in order to standardise controls required by the City’s Manager Engineering Services.

Adopted:	26/2/92 #347
Last reviewed:	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 09/09/2015 #562
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council Health Act 1911 Sections 124 & 125

Policy:

Car parks and driveways on all private properties are to be maintained so as to be dust free and drained on site.

In addition, car parks and driveways on commercial and industrial Lots are to be constructed and maintained in accordance with the City’s:

- “Specification for Pavement and Drainage of Trafficable Areas in Industrial Areas”; or
- “Specification for Pavement and Drainage of Non Trafficable Areas in Industrial Areas”,

as appropriate for that Lot or part of that Lot so as to be serviceable and not be detrimental to adjacent properties.

All storm water within private property is to be contained within the property boundaries to the satisfaction of the City’s Manager Engineering Services.

CROSSOVERS

To encourage construction and maintenance of crossovers to adequate standards and timeframes.

Adopted:	29/04/1992 #422
Last reviewed:	23/07/2008 #260 28/04/2010 #105 11/07/2012 #163 24/06/2015 #499
Legal Authority	Local Government Act 1995 Section 2.7 – The Role of Council Local Government (Uniform Local Provisions) Regulations 1996 – Regulations 13, 14 & 15

Policy:

Note: For the purpose of this Policy, the meaning of ‘Crossover’, has the same meaning as ‘Crossing’ referred to in the Local Government Act 1995.

1. All crossovers should be constructed and maintained in accordance with the City’s “Vehicle Crossover Specifications and Design Plans”.
2. A crossover plan shall be submitted for approval prior to construction commencing. The submitted plan shall also show the proposed route of the driveway and in case of the Special Residential and Special Rural Zones;
 - the plan should accurately identify the location of existing and nearby affected trees and where practicable should minimise disruption to these trees;
 - where trees are to be removed, written approval from the City is required. Replacement trees should where practicable, be planted as close as possible to the location of the removed tree with the submitted plan indicating the proposed locations and species of the replacement tree/s.
3. The builder or owner shall construct the crossover for newly constructed dwellings as indicated on the approved plan prior to an occupancy permit being issued for the property, or by a date mutually agreed upon by the City and the owner.
4. Where an established property does not have a crossover which complies with the current specifications, and the owner requests and receives the City’s approval for a new one, the owner is to construct or arrange to construct the crossover, as per the approved plan.
5. In respect to the first crossover to the land or private thoroughfare, a rebate equivalent to 50% of the cost, as estimated by the City, of a standard crossover, will be made to the applicant when the crossover has been constructed in accordance with the City’s “Vehicle Crossover Specifications and Design Plans”.
6. The City will not provide a rebate towards construction of a second crossover, or when a rebate has already been paid for a previously approved crossover on that land (Lot).
7. Property owners can engage a private contractor to build their crossover. (This does not prevent property owners with adequate skills building their own crossover to Council specifications).
8. Where a footpath exists and a crossover is to cross it, the footpath is to remain in situ and is not to be modified or any part of it removed. The crossover is to end at the footpath edge.
9. Any crossover constructed without approval of the City, and not constructed to the City’s specifications will not be entitled to any rebate. The City may also issue a Notice requiring the crossover to be removed and any damage to the verge repaired

CROSSOVERS

at the owner's expense.

10. Irregular shaped lots, steep grades or other irregularities may mean that it is not always practicable or the safest option to achieve exactly the specifications required by the Vehicle Crossover Specifications and Design Plans. In this case, discretion to approve a non-compliant crossover will remain with the City.
11. If some variation is sought to the City's standards for a crossover design and prior arrangement has been made with a developer and the City in writing and endorsed on the property title, the property owner will be eligible to receive the rebate, (e.g. if a developer puts in place restrictive covenants that require crossovers to be constructed of material other than concrete or brick paving).

ASSET MANAGEMENT

The City of Kwinana will maintain an organisational commitment to asset management to ensure that the City continues to provide quality services and facilities to its community.

Council recognises that quality levels of service and the ability to sustain these services is dependent on quality asset management.

Adopted:	27/09/2006 #519
Last reviewed:	28/04/2010 #105 11/07/2012 #163 08/04/2015 #430
Legal Authority	Local Government Act 1995 Section 2.7 – Role of Council

Policy:

1. Asset management is included as an aspiration in the City's Plan for the Future and is incorporated into the Corporate Business Plan and Long Term Financial Plan.
2. The City's Long Term Financial Planning goal is directed at ensuring that;
 - (a) sufficient funds are allocated as a priority each year for operating, maintenance and refurbishment costs of existing assets; and
 - (b) only surplus funds are allocated for investment in new or upgraded assets.
3. Investments in new infrastructure creation are to consider whole of life costs of the asset rather than just the capital cost component. Where appropriate this is to involve assessing benefit/cost ratios, net present values and the environmental and social benefits of investments.
4. Long term financial models shall be prepared identifying whole of life costs for all the City's infrastructure assets. Where appropriate this is to include performance modelling of assets based on different funding scenarios.
5. Genuine focus and effort is to be used to establish customer service levels which are to be regularly reviewed as part of the asset management process. These service levels are to be considered when prioritising investments in infrastructure. The community and key stakeholders are to be consulted when determining service levels.
6. An Asset Management Steering Group is to be established and is responsible for reviewing and endorsing recommendations to Council on the Asset Management Strategy and Asset Management Plans and is to provide reports to Council on the progress of asset management planning.
7. The Chief Executive Officer is responsible for coordinating the development and implementation of the Asset Management Strategy and the Asset Management Plans. Individual staff with asset management responsibilities should have this reflected in their position descriptions and as key performance indicators in their staff development review.

16.6 Endorsement of the Local Emergency Management Arrangements as an Interim Plan

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Local Emergency Management Committee (LEMC) at its 12 September 2017 Meeting endorsed the Local Emergency Management Arrangements (LEMA) to be presented to Council for their consideration and endorsement in accordance with section 41 of the *Emergency Management Act 2005*. The LEMA was not presented to Council at that time and was returned to the December 2017 LEMC meeting to confirm amendments to the names of Officers and Elected Members that had been appointed to the LEMC due to organisational changes and the appointment of Elected Members following the Local Government Elections on 21 October 2017.

The LEMC endorsed the administrative amendments at the December 2017 meeting and requested that the LEMA be presented to the earliest available Council Meeting for endorsement as an Interim Plan, pending a comprehensive risk review being undertaken by the City. The comprehensive review that is required will take some time to complete and as such the Interim Plan will be available in the case of emergency with updated contact details and a public version will be accessible on the City's website.

The LEMA is as detailed in Confidential Attachment A. The reason why this is a Confidential Attachment is due to the personal contact information that is displayed throughout the document.

OFFICER RECOMMENDATION:

That Council:

Endorse the Local Emergency Management Arrangements as detailed in Confidential Attachment A as an interim plan.

DISCUSSION:

The Local Emergency Management Committee (LEMC) is established as a legislative requirement of the *Emergency Management Act 2005*.

The purpose of the LEMC is to:

- Provide advice to Council on all matters relating to emergency management within the City of Kwinana.
- Recommend appropriate action to Council on all matters relating to emergency management.
- Develop and maintain effective emergency management arrangements for the local area.

16.6 ENDORSEMENT OF THE LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS AS AN INTERIM PLAN

- Liaise with participating agencies in the development, review and testing of emergency management arrangements.
- Assist with the preparation of emergency management operating procedures for application in the local area.
- Prepare an annual report on Committee activities for submission to the State Emergency Management Committee.
- Participate in the emergency risk management process.
- Carry out other emergency management functions as directed by the State Emergency Management Committee.

Meetings are held quarterly on the second Tuesday of the month at the City of Kwinana Administration Building at 4pm. This is a volunteer role and no expenses are paid to Members by the City.

The LEMC is seeking Council endorsement of the Local Emergency Management Arrangements (LEMA) that it endorsed at its December 2017 meeting. The LEMA is required to ensure there are suitable plans in place to deal with identified emergencies should they arise and ensure there is an understanding between agencies and stakeholders in managing emergencies and recovery.

A full risk review within the City of Kwinana is required to be undertaken, however, as this process will take a further 12 to 18 months, the LEMC request that the LEMA that has been reviewed and updated is endorsed by Council as an Interim Plan.

The LEMA was last updated in 2014 and the LEMC are very keen to have the most recent LEMA endorsed by Council and made available in accordance with s43 of the *Emergency Management Act 2005* until such time as a comprehensive risk review is undertaken and the LEMA is further revised.

LEGAL/POLICY IMPLICATIONS:

Emergency Management Act 2005

41. *Emergency management arrangements in local government district*
- (1) *A local government is to ensure that arrangements (**local emergency management arrangements**) for emergency management in the local government's district are prepared.*
 - (2) *The local emergency management arrangements are to set out —*
 - (a) *the local government's policies for emergency management; and*
 - (b) *the roles and responsibilities of public authorities and other persons involved in emergency management in the local government district; and*
 - (c) *provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph (b); and*
 - (d) *a description of emergencies that are likely to occur in the local government district; and*

16.6 ENDORSEMENT OF THE LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS AS AN INTERIM PLAN

- (e) *strategies and priorities for emergency management in the local government district; and*
 - (f) *other matters about emergency management in the local government district prescribed by the regulations; and*
 - (g) *other matters about emergency management in the local government district the local government considers appropriate.*
- (3) *Local emergency management arrangements are to be consistent with the State emergency management policies and State emergency management plans.*
- (4) *Local emergency management arrangements are to include a recovery plan and the nomination of a local recovery coordinator.*
- (5) *A local government is to deliver a copy of its local emergency management arrangements, and any amendment to the arrangements, to the SEMC as soon as is practicable after they are prepared.*
42. *Reviewing and renewing local emergency management arrangements*
- (1) *A local government is to ensure that its local emergency management arrangements are reviewed in accordance with the procedures established by the SEMC.*
 - (2) *Local emergency management arrangements may be amended or replaced whenever the local government considers it appropriate.*
43. *Local emergency management arrangements to be available for inspection*
- (1) *A local government is to keep a copy of its local emergency management arrangements at the offices of the local government.*
 - (2) *The arrangements are to be available for inspection, free of charge, by members of the public during office hours.*
 - (3) *The arrangements may be made available in written or electronic form.*

FINANCIAL/BUDGET IMPLICATIONS:

No financial/budget 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.

16.6 ENDORSEMENT OF THE LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS AS AN INTERIM PLAN

Plan	Objective	Strategy
Corporate Business Plan 2016-2021	5.1 An Active and engaged Local Government, focussed on achieving the community's vision	5.1.1 Ensure that the City's strategic direction, policies, plans, services and programs are aligned with the community's vision
		5.1.2 - Councillors vigorously represent the community, participate in activities and events, advocate the community's vision, encourage stakeholder involvement, as well as promote the opportunities and attributes the area offers.

RISK IMPLICATIONS:

Risk Event	Without Local Emergency Management Arrangements in place there is a risk that the response to emergency incidents within the community are not coordinated.
Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Service Delivery
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Rare
Rating (before treatment)	Medium
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Ensure regular and ongoing updates to LEMA are in place and endorsed by the City.
Rating (after treatment)	Low

COUNCIL DECISION

090

MOVED CR D WOOD**SECONDED CR M ROWSE****That Council:****Endorse the Local Emergency Management Arrangements as detailed in Confidential Attachment A as an interim plan.****CARRIED
8/0**

16.7 Accounts for Payment for the month ended 31 December 2017

DECLARATION OF INTEREST:

There were no declarations of interest declared.

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 December 2017, as required by the *Local Government (Financial Management) Regulations 1996*.

OFFICER RECOMMENDATION:

That Council note the list of accounts, totalling \$7,125,281.45, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 December 2017, 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	\$40,380.56
Cheque Payments - #200852 to 200859	\$1,942.24
EFT Payments - #3597 to 3610	\$5,807,277.52
Payroll Payments - 06/12/2017, 11/12/2017, 20/12/2017	\$1,275,681.13
Total	\$7,125,281.45

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 —*

16.7 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 DECEMBER 2017

- (a) *the payee's name; and*
 - (b) *the amount of the payment; and*
 - (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.

16.7 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 31 DECEMBER 2017

RISK IMPLICATIONS:

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

COUNCIL DECISION

091

MOVED CR S MILLS

SECONDED CR M ROWSE

That Council note the list of accounts, totalling \$7,125,281.45, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 31 December 2017, as contained within Attachment A.

**CARRIED
7/0**



Cheque Listing

Payments made between
01/12/2017 to 31/12/2017

<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								
24935	1/12/2017	Go Go On-Hold Pty Ltd	264.00	INV	1/12/2017	00024935	Monthly On-hold Message Service - December 2017	264.00
1641803	20/12/2017	Esanda	1,294.70	INV	20/12/2017	LATO01641803A	Monthly Lease Fee KWN700 2/12/17-1/1/18	1,294.70
3015990	21/12/2017	Caltex Australia Petroleum Pty Ltd	7,032.07	INV	21/12/2017	0301599002	Fleet fuel 1/11/17-30/11/17	7,032.07
41217	5/12/2017	Commonwealth Bank	1,051.00	INV	5/12/2017	041117-041217A	Credit Card Purchase D Bridson 4/11-4/12/17	1,051.00
41217	5/12/2017	Commonwealth Bank	480.00	INV	5/12/2017	041117-041217B	Credit Card Purchases M Bell 04/11/17-04/12/17	480.00
41217	5/12/2017	Commonwealth Bank	2,477.55	INV	5/12/2017	041117-041217C	Credit Card Purchases S Wiltshire 4/11/17-4/12/17	2,477.55
41217	5/12/2017	Commonwealth Bank	1,274.35	INV	5/12/2017	041117-041217D	Credit Card Purchases B Powell 4/11-4/12/17	1,274.35
41217	5/12/2017	Commonwealth Bank	2,645.91	INV	5/12/2017	041117-041217E	Credit Card Purchases L Barker 4/11-4/12/17	2,645.91
10008438	21/12/2017	BP Australia Pty Ltd	19,418.87	INV	21/12/2017	10008438	Fleet fuel 01/11/17-30/11/17	19,418.87
121217	13/12/2017	Public Transport Authority of Weste	50.00	INV	13/12/2017	028099117 121217	Smartrider recharge to 13/12/17	50.00
21578548	15/12/2017	Fines Enforcement Registry	59.00	INV	15/12/2017	21578548	17347UIN - Lodgement fee to register infringement	59.00
25	21/12/2017	Wright Express Australia Pty Ltd	2,819.26	INV	21/12/2017	25	Fleet fuel 31/10/17-29/11/17	2,819.26
545060	29/12/2017	Toyota Financial Services	1,194.07	INV	29/12/2017	545060	Monthly lease fees - 1EWZ823 & 1EYT548	1,194.07
64687010	1/12/2017	TPG Internet Pty Ltd	49.99	INV	1/12/2017	1164687010	Internet Kwinana South Station 8/12/17-7/1/18	49.99
94972846	14/12/2017	li Net Technologies Pty Ltd	39.95	INV	14/12/2017	94972846	Monthly Internet Senior Citizens 14/12/17-14/1/18	39.95
95061016	1/12/2017	li Net Technologies Pty Ltd	69.99	INV	1/12/2017	95061016	Internet Bertram Community Centre 1/12/17-1/1/18	69.99
95355740	12/12/2017	li Net Technologies Pty Ltd	59.95	INV	12/12/2017	95355740	Internet Charges Zone Training 12/12/17-12/1/18	59.95
95601168	20/12/2017	li Net Technologies Pty Ltd	39.95	INV	20/12/2017	95601168	Monthly Internet Kwinana Village 20/12/17-20/1/18	39.95
95766989	27/12/2017	li Net Technologies Pty Ltd	59.95	INV	27/12/2017	95766989	Internet Wellard Community Centre 25/12/17-25/1/18	59.95
Total Automatic Deductions			40,380.56					
Cheques								
200852	6/12/2017	City Of Kwinana - Pay Cash	112.95	INV	5/12/2017	01/12/17-Lib	Petty Cash Recoup to 01/12/17 - Library	112.95
200853	13/12/2017	City Of Kwinana - Pay Cash	533.70	INV	13/12/2017	13/12/17-Admin	Petty cash recoup to 13/12/2017- Admin	533.70



Cheque Listing

Payments made between
01/12/2017 to 31/12/2017

<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>
200854	20/12/2017	Joseph Britt	179.00	INV	19/12/2017	20170129	Senior Security Subsidy Scheme	179.00
200855	20/12/2017	Vivienne Anne Buckingham	179.00	INV	19/12/2017	20170127	Seniors Security Subsidy Scheme	179.00
200856	20/12/2017	City Of Kwinana - Pay Cash	565.60	INV	19/12/2017	19/12/17-DariusW	Petty Cash Recoup to 07/12/17 - Darius Wells Resource	96.55
				INV	19/12/2017	15/12/17-Village	Petty Cash Recoup to 15/12/17 - Village	169.05
				INV	20/12/2017	19thDec2017	Cash required for YAC - End of Year Celebration	300.00
200857	20/12/2017	Games World	69.99	INV	19/12/2017	257785	Purchase of items Dungeons and Dragons	69.99
200858	20/12/2017	Vodek Keller	250.00	INV	19/12/2017	8thDec2017	Seniors Security Subsidy Scheme	250.00
200859	20/12/2017	Midway Drycleaners	52.00	INV	19/12/2017	59362	Darius Wells drycleaning	52.00
Total Cheques			1,942.24					
EFT								
3597	4/12/2017	EFT TRANSFER: - 04/12/2017	2,340.00					
3597.9580-(Kenneth Alfred Craig-Martin	360.00	INV	4/12/2017	A/N19661	C/over subsidy rebate	360.00
3597.9581-(Mairead Walsh	540.00	INV	4/12/2017	A/N22885	C/over subsidy rebate	540.00
3597.9582-(Daniel Paul Massie	540.00	INV	4/12/2017	A/N22225	C/over subsidy rebate	540.00
3597.9583-(Blessing Ngonidzashe Ngwenya	360.00	INV	4/12/2017	A/N22954	C/over subsidy rebate	360.00
3597.9584-(Moses Kipkembol Kosgei	540.00	INV	4/12/2017	A/N23057	C/over subsidy rebate	540.00
3598	6/12/2017	EFT TRANSFER: - 07/12/2017	170,955.71					
3598.565-0'		Bright Futures Family Day Care - Pa	114,933.27	INV	6/12/2017	201117-031217	FDC Payroll 20/11/17-03/12/17	114,933.27
3598.568-0'		Bright Futures In Home Care - Payro	56,022.44	INV	6/12/2017	201117-031217	IHC Payroll 20/11/17-03/12/17	56,022.44
3599	7/12/2017	EFT TRANSFER: - 07/12/2017	19,956.90					
3599.2853-(Maxxia Pty Ltd	4,655.51	INV	6/12/2017	PY01-12-Maxxia P	Payroll Deduction	2,515.16
				INV	6/12/2017	PY01-12-Maxxia P	Payroll Deduction	2,140.35
3599.3376-(Health Insurance Fund of WA (HIF)	1,235.65	INV	6/12/2017	PY01-12-Health I	Payroll Deduction	1,235.65
3599.3719-(City of Kwinana - Xmas fund	8,040.00	INV	6/12/2017	PY01-12-TOK Chri	Payroll Deduction	8,040.00
3600	7/12/2017	EFT TRANSFER: - 07/12/2017	860,833.92					
3600.1034-(North Lake Electrical Pty Ltd	710.16	INV	5/12/2017	50044	Wellard Oval - Bore 1 will not automatically start	241.45
				INV	5/12/2017	50046	Wellard pump 2- VSD drive fault repairs	468.71
3600.1092-(Peerless Jal Pty Ltd	467.88	INV	4/12/2017	S1238700	Graffiti Remover	467.88



Cheque Listing

Payments made between
01/12/2017 to 31/12/2017

<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>
3600.1130-(Port Printing Works	115.50	INV	4/12/2017	INV007370	Printed CMYK X 1 side on 150 gsm	115.50
3600.1157-(Quality Traffic Management Pty Ltd	576.00	INV	4/12/2017	23499	608KWN16 - Traffic management for drainage repair	576.00
3600.1158-(Quick Corporate Australia	2,505.55	INV	4/12/2017	SIN-892508	Ascend187 1800mm x 700mm white frame and 25mm	2,505.55
3600.1178-(Holcim (Australia) Pty Ltd	377.30	INV	4/12/2017	9403393472	Cnr Bingfield Rd & Medina Ave Medina 1m3 concrete	377.30
3600.1206-(Ritz Party Hire	635.00	INV	5/12/2017	1244602968	3: 3x3 marquees for WASO School Concert 1 November	635.00
3600.1227-(Rockingham Holden	40,019.40	INV	5/12/2017	47577	Colorado 4x4 Crew Cab - 1GKI502	40,019.40
3600.1265-(Sai Global Ltd	35.51	INV	5/12/2017	SAIG11S-757343	Australian Standard from SA	35.51
3600.1297-(Shenton Enterprises Pty Ltd	1,923.53	INV	4/12/2017	156995	Repairs to Dolphin Pro X Cleaner	1,923.53
3600.1313-(Daimler Trucks Perth	647.74	INV	4/12/2017	6126604D	FLK17A FUSO LUBE KIT, FLK17A FUSO LUBE KIT, M, etc	647.74
3600.1393-(Sunny Sign Company Pty Ltd	148.50	INV	4/12/2017	374843	COOMALLO BOULEVARD x1, RENTON WAY x1	148.50
3600.1423-(Telstra	7,909.29	INV	6/12/2017	1355246271Oct17	Usage to 26/10/1 Mobile Phones, Whole Organisation	7,757.25
				INV	4/12/2017	P903192961-3	Charges to 211117 Depot Direct Line/Alarm	152.04
3600.1485-(T-Quip	291.60	INV	4/12/2017	72571#12	TOP105-0006-03 SCREEN-HOOD, TOP99-7589 PLUG,	276.80
				INV	4/12/2017	72475#12	Plugs & Washer-Seal	14.80
3600.1516-(Trisley's Hydraulic Services Pty Lt	352.00	INV	4/12/2017	193371	Investigate fault on leisure pump	352.00
3600.1592-(Water Corporation of Western Austra	2,793.34	INV	4/12/2017	9014096921Nov17	Charges to 241117 160KL Wellard Pavilion	792.90
				INV	4/12/2017	9018171503Nov17	Charges to 271117 7KL Reserve Beauchamp Loop	7.55
				INV	5/12/2017	9014051352Nov17	Usage to 201117 17KL Bertram Community Centre	545.48
				INV	5/12/2017	9018600726Nov17	Usage to 241117 17KL Wellard Community Centre	1,438.14
				INV	5/12/2017	9017125687Nov17	Charges to 231117 4KL Malden Park	9.27
3600.1617-(Australian Medical Supplies	379.44	INV	5/12/2017	67447	Watch around water bands	379.44
3600.1660-(Wurth Australia Pty Ltd	145.07					



Cheque Listing

Payments made between
01/12/2017 to 31/12/2017

<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	4/12/2017	4306099186	0632900057 Cylinder saw, HSS bi-metal longlife	145.07
3600.1762-(Officeworks BusinessDirect	104.32	INV	4/12/2017	36887586	William Bertram - Stationery Supplies	104.32
3600.1826-(Arteil	732.60	INV	5/12/2017	00068020	Arteil Sapphire Wide Heavy Duty, High Back	732.60
3600.188-0'		Beaurepaires Tyres Kwinana	36.16	INV	5/12/2017	U548348337	AS_6660014 BALANCE LIGHT TRUCK	36.16
3600.19-01		Absolute Painting Services	624.69	INV	4/12/2017	INV-0155	Administration - Painting of new Directors Office	624.69
3600.1935-(Ikea	1,335.00	INV	4/12/2017	620111782	Hemnes Mirror cab w 2 drs bathroom cabinets	1,335.00
3600.2012-(Dell Australia Pty Ltd	93.50	INV	6/12/2017	2408500891	Replacement Dell Laptop Battery - SN: 9FB7VZ1 - D	93.50
3600.2081-(Vinidex Tubemakers Pty Ltd	223.89	INV	4/12/2017	7781238	300mm x 6metre PVC pipe	223.89
3600.21-01		Accidental First Aid Supplies	157.20	INV	5/12/2017	SR607109	William Bertram - First Aid Kit Update 2017	157.20
3600.2115-(Asbestos Masters WA	2,783.00	INV	5/12/2017	2838	Removal of asbestos from The Spectacles carpark	1,815.00
				INV	4/12/2017	2833	Removal of Asbestos from Conway Rd Hope Valley	968.00
3600.218-0'		Bob Jane T-Mart	164.00	INV	5/12/2017	129544	1TSV471 - CSA 14X5 RANGER 5/114.3 5 72 W, 1TS	164.00
3600.2339-(Zircodata Pty Ltd	683.98	INV	5/12/2017	81740	Offsite Storage and Retrieval Costs - Zircodata -	683.98
3600.235-0'		Bristol Cleaning Services	420.00	INV	1/12/2017	1117-1	BP - villa 25, clean windows & glass sliding door	90.00
				INV	1/12/2017	1117-2	BP - 13 Bright Rd, clean windows, doors and tracks	90.00
				INV	1/12/2017	1017C	BP - Clubhouse, clean windows, October 2017	120.00
				INV	1/12/2017	1117C	BP - Clubhouse, clean windows, November 2017	120.00
3600.2363-(Ambrose Rent A Car	200.00	INV	5/12/2017	00042620	Rent Toyota Rav 4 from 21st - 24th November	200.00
3600.248-0'		Bunnings Building Supplies	957.68	INV	5/12/2017	2163/01555353	MDF, batons and screws	92.80
				INV	5/12/2017	2163/01601417	Door bell for front counter - other items	45.54
				INV	4/12/2017	2163/01549535	Darius Wells Decking Oil and application tools	222.92
				INV	5/12/2017	2163/01600977	Various tools and equipment for Recquatic	383.14



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				INV	4/12/2017	2163/01600943	Toilet Seats, Recquatic/Wells Park/Challenger	124.83
				INV	4/12/2017	2163/01601148	Pool net and telescopic pole	88.45
3600.2507-(Ixom Operations Pty Ltd	942.68	INV	4/12/2017	5897869	Chlorine Gas 70kg net (59 litre water capacity)	942.68
3600.2546-(Sigma Chemicals	624.25	INV	4/12/2017	109490/01	2 x tub 10 kg calcium hypochlorite, 1 x carboy 15	624.25
3600.2698-(Wilson Security Pty Ltd	1,306.35	INV	4/12/2017	W00209812	APU Mobile Security Patrols - November	374.50
				INV	4/12/2017	W00209862	APU Mobile Security Patrols - November	815.80
				INV	4/12/2017	W00210466	BP 5 x after hours call outs for medi alarm	116.05
3600.29-01		Acurix Networks Pty Ltd	2,368.30	INV	6/12/2017	00001540	Public Wi-Fi Service at various locations	2,368.30
3600.3031-(Specialised Security Shredding	20.24	INV	5/12/2017	00220682	GC Bin Exchange	20.24
3600.3069-(Sandrehlyn Trust t/a Sifting Sands	1,820.94	INV	5/12/2017	00004592	November Maintenance Sand Cleaning	1,820.94
3600.3105-(Poly Pipe Traders	10,790.06	INV	1/12/2017	00087326	4 packs of red nozzles	84.00
				INV	1/12/2017	00087906	Retic items	4,534.16
				INV	1/12/2017	00087606	Assorted retic items	3,772.28
				INV	1/12/2017	00087469	Fuses 2	58.00
				INV	1/12/2017	00087527	Assorted retic items	2,341.62
3600.335-0'		City of Rockingham	1,964.44	INV	4/12/2017	95708	Tip Fees 06/10/17	1,964.44
3600.339-0'		Civica Pty Ltd	31,221.15	INV	6/12/2017	M/LG007702	MSP Monthly Fee - License, Support & Maintenance	31,221.15
3600.3565-(St Vincent's School	100.00	RFD	4/12/2017	1205793	Ref Sec Dep The Patio 291117	100.00
3600.357-0'		BullAnt Security Pty	154.25	INV	4/12/2017	10,162,023	Recquatic - MK20.5 key cut	30.10
				INV	4/12/2017	10,161,483	Depot - 2 x D padlocks with 38mm shackles	124.15
3600.358-0'		Coastline Mower World	8,631.38	INV	4/12/2017	15708#5	8 x FS 260 C-E Clearing Saws	4,945.76
				INV	4/12/2017	15703#4	BYP100-818, AIR FILTER	62.80
				INV	4/12/2017	15707#4	Handle Starter Large	8.50
				INV	4/12/2017	15709#5	Purchase 1 x HS 82 R 750mm double sided blade & DS	3,614.32
3600.359-0'		Coates Hire Operations Pty Ltd	1,826.88	INV	6/12/2017	16563005	3x Variable Message Board Senior hire for skatepark	1,826.88
3600.3977-(MRP Osborne Park-General Pest/Termi	460.00	INV	4/12/2017	69210	Feilman Building - Spider Treatment	205.00
				INV	4/12/2017	69211	Wellard Community Centre - Spider Treatment	255.00



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3600.4003-(Infiniti Group	580.54	INV	5/12/2017	420759	Various Cleaning Equipment for Recquatic	580.54
3600.407-0'		Winc Australia Pty Ltd	58.17	INV	5/12/2017	9022840089	Stationery for John Wellard CC - November 2017	58.17
3600.4112-(Cleverpatch Pty Ltd	518.30	INV	5/12/2017	271287	Bertram - After School Craft and After School	368.34
				INV	5/12/2017	268938	William Bertram - Clever Craft Term 4 2017	149.96
3600.4125-(LD Total	72,648.23	INV	6/12/2017	87827	November - Irrigation Maintenance Works - Wellard	6,232.40
				INV	6/12/2017	87825	November - Irrigation Maintenance Works - Sunrise	201.06
				INV	6/12/2017	87821	November - Irrigation Maintenance Works - Emerald	1,125.81
				INV	6/12/2017	87819	November - Irrigation Maintenance Works - Belgravi	1,108.79
				INV	6/12/2017	87828	November - Landscape Maintenance Works - Wellard	26,954.72
				INV	6/12/2017	87820	November - Landscape Maintenance Works - Belgravia	4,978.34
				INV	6/12/2017	87458	November - Additional Irrigation work - Belgravia	917.99
				INV	6/12/2017	87822	November - Landscape Maintenance Works - Emerald	3,707.19
				INV	6/12/2017	87824	November - Landscape Maintenance Works - Honeywood	13,749.60
				INV	6/12/2017	87826	November - Landscape Maintenance Work - Sunrise	990.67
				INV	6/12/2017	87457	November - Additional Irrigation works - Emerald	1,578.51
				INV	6/12/2017	87456	November - Additional Irrigation works - Sunrise	201.07
				INV	6/12/2017	87477	November - Additional Irrigation works - Honeywood	1,549.22
				INV	6/12/2017	87473	November - Additional Irrigation work - Wellard	3,359.66
				INV	5/12/2017	87434	Monthly applications of Lake Pac November 2017	179.96
				INV	5/12/2017	87431	Pine Bark Mulch November 2017	1,650.00
				INV	6/12/2017	87823	November - Irrigation Maintenance Works - Honeywood	4,163.24
3600.413-0'		Covs Parts Pty Ltd	1,677.39	INV	4/12/2017	1650048506	CC36059 - AdBlue Diesel Additive 20ltr, FDBZ1, etc	31.93



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				INV	5/12/2017	1650048827	Filters & Spark Plugs	83.47
				INV	6/12/2017	1650049122	Bat Post & Term Brush	18.40
				INV	6/12/2017	1650049089	Bat Post & Term Brush	18.40
				INV	6/12/2017	1650048877	Battery Lug Crimp, Flexigum Grease Gun & Loctite	320.65
				INV	6/12/2017	1650048820	Rubber Bonnet Fastener	18.85
				INV	6/12/2017	1650048811	Rubber Bonnet Fasteners	37.71
				INV	6/12/2017	1650048801	Rubber Bonnet Fastener	18.85
				INV	6/12/2017	1650048802	Rubber Bonnet Fastener	18.85
				INV	4/12/2017	1650048592	VR020 - 20AMP VOLTAGE REDUCER 12/24V, 0332019, etc	211.24
				INV	4/12/2017	1650048453	Filter - Air & Fuel	157.60
				INV	4/12/2017	1650048497	Lube Filter & Hydraulic Filter	141.89
				INV	4/12/2017	1650048466	Radialseal Safety & oil filter	69.58
				INV	4/12/2017	1650048809	Battery Lug Cables	55.66
				INV	4/12/2017	1650048494	Various Plant Items	278.66
				INV	4/12/2017	1650048482	Various Plant Items	195.65
3600.4161-(Corporate Living	4,557.52	INV	4/12/2017	1479	Deposit Payment - Custom curved desk & monitor	4,557.52
3600.42-01		Adventure World	560.00	INV	4/12/2017	26482	Adventure World visit for 27/4/2017 - Deposit	560.00
3600.4246-(Atom Supply	309.27	INV	5/12/2017	H962996	Uniform	309.27
3600.4256-(Rockingham Skylights	200.00	INV	1/12/2017	11712	APU 28 - repair ducting in laundry	200.00
3600.4258-(Industrial Roadpavers (WA) Pty Ltd	130,486.49	INV	7/12/2017	00003188	Progress Claim 2 Johnson Rd realignment	130,486.49
3600.4279-(Data #3 Limited	10,995.32	INV	6/12/2017	01673364	MICROSOFT OFFICE PROFESSIONAL PLUS SNGL SA ACADEM	1,555.67
				INV	6/12/2017	01671455	65227935-ADOB Acrobat Professional ALL MLP Te, etc	9,439.65
3600.4382-(Stonehenge Ceramics	775.00	INV	4/12/2017	B0759	Rake & Regrout Silicone inside and outside shower	775.00
3600.4483-(Global Spill Control	1,003.20	INV	5/12/2017	77179	Agrifix 1630 Attapulgitte- 25kg Bag	1,003.20
3600.450-0'		Danny Holdings	3,900.00	INV	5/12/2017	167	Rebuild damage wall at intersection Thomas/Abercro	3,900.00
3600.4719-(Complete Office Supplies Pty Ltd	1,692.87	INV	5/12/2017	07191176	Stationery supplies for the Recquatic Centre November 2017	456.76



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				INV	5/12/2017	07192182	Stationery for John Wellard CC - November 2017	114.78
				INV	5/12/2017	07201425	Af Screen-Clene Anti Static Wipes Sachet, Com, etc	382.34
				INV	5/12/2017	07193750	Stationery for Darius Wells Resource Ct - November	738.99
3600.4861-(Big W	151.00	INV	5/12/2017	953547	Rolls of double sided tape	9.00
				INV	5/12/2017	953605	18kg Pedigree Vital Protection Adult - Beef. x2	42.00
				INV	5/12/2017	953512	Pin It Made it Craft Term 4	100.00
3600.504-0'		Domino's Pizza - Kwinana Market Pla	54.75	INV	5/12/2017	98276-CHANTEL	Celebration Lunch for outstations	54.75
3600.5188-(The Lulus Pty Ltd	330.00	INV	5/12/2017	209	MC for Celebrate All Abilities Event - Friday 1/12	330.00
3600.544-0'		Environmental Industries Pty Ltd	819.50	INV	4/12/2017	12966	Additional work to hand pumps at Adventure Park	819.50
3600.5520-(Master Lock Service	350.00	INV	1/12/2017	00004753	APU - unit 25, repair security door lock	110.00
				INV	4/12/2017	00004727	APU - unit 30, install gate lock to new gate	240.00
3600.5823-(Accord Security Pty Ltd	175.78	INV	4/12/2017	00022106	APU - Supply static guard on 22/11/17 - 8.30-12.3	175.78
3600.583-0'		Flexi Staff Pty Ltd	1,826.00	INV	5/12/2017	182959	Temp staff w/e 24/11/17	1,826.00
3600.5908-(Rockypest Pest Management	34,276.00	INV	4/12/2017	INV-00023420	APU - Termite treatment to all units, APU - T, etc	34,276.00
3600.5996-(CMS Engineering Pty Ltd	386.10	INV	1/12/2017	26248	Koorliny Community Arts Centre-service exhaust fan	386.10
3600.6000-(Scott Printers Pty Ltd	1,945.90	INV	5/12/2017	112275	Community Centre Programs Term 4 2017 booklet	1,945.90
3600.6018-(ALSCO Pty Ltd	72.55	INV	5/12/2017	CPER1776051	Hire of various linen	54.34
				INV	5/12/2017	CPER1775589	Hire of Linen	18.21
3600.6189-(Alexi Peacock	160.93	INV	5/12/2017	5thDecember2017	Reimbursement of Expenses - Seniors Xmas Party	160.93
3600.6224-(The Grant Finder	1,102.50	INV	5/12/2017	00112	Term 4 Boredom Busters Facilitation Materials	635.00
				INV	5/12/2017	00112	Boredom Busters Part payment	40.00



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				INV	5/12/2017	00113	Prep and attendance Movie Night 18 November 2017	427.50
3600.6261-(Rebecca J Flanagan	1,650.00	INV	6/12/2017	231017	William Bertram Rhyme Time and Story Time	1,650.00
3600.6267-(Woolworths Limited	894.46	INV	4/12/2017	2988509	Cafe Supplies	67.50
				INV	5/12/2017	2988521	Darius Wells morning tea supplies	33.50
				INV	4/12/2017	2988527	Depot morning tea supplies, Dustpan and Brush	93.99
				INV	4/12/2017	2988600	Food and supplies for Mooditj Kulungars	31.00
				INV	4/12/2017	2988505	Food and supplies for Mooditj Kulungars	137.57
				INV	5/12/2017	2988522	Celebration Lunch for outstations	20.09
				INV	5/12/2017	2988536	Top up milk and biscuits for programs Term 4	32.38
				INV	5/12/2017	2988516	Sundries for staff room at Recquatic	97.50
				INV	5/12/2017	2988530	Rock Symphony drinks and event supplies	139.79
				INV	5/12/2017	2988586	Ingredients for Social Network Cooking day 22 November 2017	70.28
				INV	5/12/2017	2988513	Food for Kwinana Social Network Movie Day	32.75
				INV	4/12/2017	2988519	Catering for CLO workshop	23.32
				INV	4/12/2017	2988501	Cafe Supplies	114.79
3600.6289-(Clockwork Print	930.60	INV	5/12/2017	42470	Smoke Free Event Roster Sign	211.20
				INV	5/12/2017	42475	6 x corflute roster signs	290.40
				INV	5/12/2017	42528	Corflute Signs - No Standing and BYO Area	279.40
				INV	5/12/2017	42493	BYO Guidelines Roster Sign	149.60
3600.6370-(Elexacom	8,983.01	INV	4/12/2017	21971	Margaret Feilman - Light Testing	187.00
				INV	4/12/2017	21995	Darius Wells Lighting repairs	378.13
				INV	4/12/2017	21983	Parmelia House Preventative Maintenance Repairs	74.58
				INV	4/12/2017	21978	Wells Park Public Toilets Preventative Maintenance	60.67
				INV	4/12/2017	21973	Bertram Community Centre - Light Testing	231.00
				INV	4/12/2017	21968	Fiona Harris Pavilion - Cricket Club carpark Light	317.63
				INV	4/12/2017	21985	BP - villa 49, replace exhaust fans in laundry	220.00
				INV	4/12/2017	21969	Thomas Oval - Light Testing	187.00
				INV	4/12/2017	21974	Medina Hall - Preventative Maintenance	876.80
				INV	4/12/2017	21972	Casuarina Fire Station - Tagging	530.20
				INV	4/12/2017	21958	BP - villa 15, pathway light diffuser	640.75



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				INV	4/12/2017	22000	Administration Preventative Maintenance Lighting	1,623.02
				INV	4/12/2017	21976	Thomas Kelly Pavilion Showers facing Kelly Park	231.00
				INV	4/12/2017	21984	BP - 13 Bright Rd, replace exhaust fans	220.00
				INV	4/12/2017	21970	Girl Guides Hall - Light Testing	140.25
				INV	4/12/2017	21998	Wandi Hall - security/carpark lighting repairs	670.62
				INV	4/12/2017	21994	Parmelia House - Lighting repairs/preventative	523.12
				INV	4/12/2017	21993	APU units 53/76 replace faulty RCDs	184.87
				INV	4/12/2017	21975	Medina Oval - Preventative Maintenance Repairs	1,040.96
				INV	4/12/2017	21988	APU unit 3, replace broken fan switch	182.34
				INV	1/12/2017	21913	BP villa 48, install an external GPO to HWS	275.52
				INV	4/12/2017	21982	Administration 2 fluro lights out in Payroll	110.99
				INV	4/12/2017	21991	Koorliny Arts Centre toilet lighting repairs	76.56
3600.6678-(Angela Maria Jakob	33.00	INV	6/12/2017	5thDecember2017	Refund of cost for WA Sustainable Education Forum	33.00
3600.6707-(Labourforce Impex Personnel Pty Ltd	2,199.20	INV	5/12/2017	133916	Temp staff w/e 24/11/17	2,199.20
3600.684-0'		Hart Sport	866.50	INV	4/12/2017	775805	Assorted Sports Items	866.50
3600.6860-(Advance Scanning Services	1,314.50	INV	4/12/2017	20161871	Locate NBN and verify previously located services	1,314.50
3600.69-01		Alinta Gas	1,235.15	INV	5/12/2017	474997486Nov17	Usage to 211117 9486U Darius Wells	1,118.65
				INV	4/12/2017	113003464Nov17	Usage to 241117 615U Little Rascals	116.50
3600.6923-(A Bonza Bounce	980.00	INV	4/12/2017	987	Open Day 20 January 2018 Hire of Obstacle course	980.00
3600.6972-(Go Doors Pty Ltd	187.00	INV	4/12/2017	406024	Business Incubator - Auto doors maintenance	187.00
3600.7042-(Quantum Building Services	5,563.91	INV	4/12/2017	00001631	Margaret Feildman Centre - Replacement box gutter	3,612.29
				INV	4/12/2017	00001633	Depot - Sump box removal and reinstatement	1,951.62
3600.7151-(AMNS Designs	1,755.00	INV	6/12/2017	045	William Bertram Community Centre - Craft Program	720.00
				INV	6/12/2017	044	Term 4 - Seniors Christmas Craft Session	180.00
				INV	5/12/2017	044	WB School Holiday Program Sept 2017 - Rock Paint	135.00



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				INV	6/12/2017	046	William Bertram Community Centre Friday Game on	720.00
3600.720-0'		Hydramet Pty Ltd	119.02	INV	4/12/2017	67439	Gasket - Lead 15/16 inch OD x 35/64 inch ID	119.02
3600.7366-(REDIMED Pty Ltd	407.00	INV	4/12/2017	994948	Medical - Pre employment	407.00
3600.7388-(Morris Jacobs	155.00	INV	5/12/2017	051217	Facilitate Tuesday Art Group - 05/12/17	155.00
3600.7401-(As Clean As A Whistle	577.50	INV	1/12/2017	00003826	BP - villa 25, vacate clean including steam clean	330.00
				INV	4/12/2017	00004007	APU - unit 70, vacate clean incl. steam clean	247.50
3600.7436-(Action Glass Pty Ltd	807.69	INV	4/12/2017	B58205	BP - villa 31, replace fly screens to all windows	495.00
				INV	4/12/2017	B58224	27 Bright Rd - Replace broken window	312.69
3600.7445-(Mustang Welding & Fabrication	451.00	INV	4/12/2017	142	P146, 1THR332, 3 MONTH SERVICE & REPAIR	451.00
3600.7557-(Sheila Mills	72.60	INV	5/12/2017	Nov2017	Travel expenses November 2017	72.60
3600.7605-(Flying Canape	14,529.70	INV	5/12/2017	11434	Rock Symphony Catering	5,975.70
				INV	5/12/2017	11440	Seniors Christmas Lunches - 5,6,12,13 December 17	4,370.00
				INV	5/12/2017	11441	Citizenship Ceremony - Ken Jackman Darius 05/12/17	1,194.50
				INV	5/12/2017	11433	Rock Symphony Catering	2,462.00
				INV	5/12/2017	11438	Rock Symphony Catering	527.50
3600.7693-(All Type Auto Electrical	345.40	INV	4/12/2017	00002260	P46, KWN704, Kwinana South 4.4 Air Conditioner	345.40
3600.770-0'		Jason Signmakers	464.20	INV	5/12/2017	182195	New sign requested for the Child Health Centre	70.40
				INV	5/12/2017	181724	Manufacture, supply and delivery street name signs	393.80
3600.7999-(R&D Knowledge Services Pty Ltd	2,970.00	INV	5/12/2017	1281	Custom email alerts for intranet chat streams	2,970.00
3600.8002-(Dial Before You Dig WA Ltd	110.00	INV	4/12/2017	WA160824	Dial before you dig - July to September quarter	110.00
3600.8099-(Total Tools Rockingham	11.05	INV	5/12/2017	26314	Sledgehammer	11.05
3600.8400-(Katherine Ann Schilling	865.73	INV	5/12/2017	041217	Reimbursement for Event Expenditure - Various	865.73



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3600.8478-(Honeywood Residents Group Inc.	3,300.00	INV	5/12/2017	Funding-Carols	Community Event Funding Program - Carols by Candle	3,300.00
3600.849-0'		Kwinana Scout Group	100.00	RFD	4/12/2017	1169157	Ref Security Deposit	100.00
3600.8979-(Vocus Communications	5,108.59	INV	6/12/2017	P223697	Vocus Business Unlimited Oct to Dec 2017	5,108.59
3600.8996-(Fridgair Industries Pty Ltd	331.56	INV	4/12/2017	28701	Administration - Council Lounge-Fridge in the bar	331.56
3600.9019-(Kearns Garden Supplies	793.00	INV	4/12/2017	3	APU purchase of various hard ware, October 2017	219.87
				INV	4/12/2017	4	BP - purchase of various hard ware, October 2017	113.13
				INV	4/12/2017	55-September17	BP - purchase 1 box of thorny devil fence spikes	460.00
3600.905-0'		Local Government Professionals	90.50	INV	5/12/2017	5633	2017-2018 Affiliate membership subscription	90.50
3600.9076-(Charles Service Company	630.99	INV	1/12/2017	00030549	BP - Clubhouse, cleaning November 2017	630.99
3600.9275-(Dulux Group	40.00	INV	4/12/2017	470150876	Depot - Dulux Fandek colour chart	40.00
3600.9345-(Accidental Health & Safety Perth	917.13	INV	5/12/2017	SR609952	First aid supplies restocked	917.13
3600.9432-(Forms Express Pty Ltd	1,150.88	INV	4/12/2017	212056	Bill archive annual storage & Hosting rates	1,150.88
3600.9433-(Dodgybros Dodgeball	1,650.00	INV	5/12/2017	23/10/17	Edge Skatepark Grand Opening Dodgeball Activity	1,650.00
3600.9456-(The Real Sing	500.00	INV	5/12/2017	1811_002	The Real Sing a cappella Performance of a variety	500.00
3600.9490-(Culture and Context Pty Ltd	4,015.75	INV	4/12/2017	KWI-002	Sloans & Smirks Heritage Sites - Consultation	4,015.75
3600.9512-(Perth Symphony Orchestra	153,450.00	INV	5/12/2017	S171116C	Delivery of the inschool and pop up engagement	10,450.00
				INV	5/12/2017	S171116B	Delivery of the inschool and pop up engagement	5,500.00
				INV	5/12/2017	S171202	Rock Symphony Concert on 2 December as per LD17/1	126,500.00
				INV	5/12/2017	S171116A	Delivery of the inschool and pop up engagement	11,000.00
3600.9518-(Melissa Pyke	130.07	INV	1/12/2017	11.5	Rates Refund	130.07
3600.9548-(Will's Bobcat Services	2,284.30	INV	4/12/2017	00003611	Remove two piles of sand/grass/mulch at the Adventure Park	2,284.30



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3600.9567-(Jimi Kazienza & Moty By Nature	200.00	INV	4/12/2017	22November2017	Club Disc Jockey (Kaziena)	200.00
3600.9569-(Leonie Patricia Merriman	592.43	INV	1/12/2017	11.5	Rates Refund	592.43
3600.9570-(Zaleha Indra Binti Abdullah	1,996.88	INV	1/12/2017	11.5	Rates Refund	1,996.88
3600.9571-(Victory Kwinana Inc	181.90	RFD	4/12/2017	1200053	Refund Security Deposit	100.00
				INV	5/12/2017	24/12/17-Cancel	Cancelled hire of Rhodes Park for 24/12/17	81.90
3600.9573-(Jayaprabha Rijesh	28.60	INV	4/12/2017	Swimming Refund	Refund for withdrawal from Swimming Lessons	28.60
3600.9574-(Kerry May Fletcher	50.00	INV	4/12/2017	878533	360L Recycle Bin Upgrade Fee Refund	50.00
3600.9575-(Maria Van Der Merwe	2,000.00	RFD	4/12/2017	1205919	Refund Security Deposit Function Bond	2,000.00
3600.9576-(Sharon Hayes	100.00	RFD	4/12/2017	1174336	Refund Security Deposit The Patio 031217	100.00
3600.9577-(Kelly Ditchburn	100.00	RFD	4/12/2017	1142266	Refund Security Deposit The Patio Bond 031217	100.00
3600.9578-(Bunnings Rivervale	200.00	RFD	4/12/2017	1207969	Refund Security Deposit Boronia Room	200.00
3600.9579-(Department of Water & Environment	300.00	RFD	4/12/2017	1197947	Refund Security Deposit Ken Jackman Hall	300.00
3600.9585-(Liberty Life Ministries	300.00	RFD	4/12/2017	956898	Refund bondHall hire (MP Room)	300.00
3600.9586-(Natassja Bester	38.00	INV	5/12/2017	Refund-05/12/17	Refund of overpayment made to Kwinana Recquaitc	38.00
3600.9587-(Knisco WA Pty Ltd	792.00	INV	5/12/2017	171604-1	Building Certification Services - Perth Symphony	792.00
3600.9588-(Thomas Pratt	250.00	INV	6/12/2017	2017-Lyrik Award	2017 Lyrik Award - Incentive Payment	250.00
3600.9589-(Babak Jafar-zadeh	27.00	INV	6/12/2017	20198	360L Recycle Bin Upgrade Fee Refund	27.00
3600.9591-(Karen Leanne Gibbs	100.00	INV	6/12/2017	1027398-2	360L Recycle Bin Upgrade Fee Refund-Ephemina Ridge	50.00
				INV	6/12/2017	1027398	360L Recycle Bin Upgrade Fee Refund-Braddock Rd	50.00
3601	7/12/2017	EFT TRANSFER: - 07/12/2017	1,980.00					
3601.9581-(Mairead Walsh	540.00	INV	7/12/2017	11.6	Rates Refund	540.00
3601.9582-(Daniel Paul Massie	540.00	INV	7/12/2017	11.6	Rates Refund	540.00
3601.9583-(Blessing Ngonidzashe Ngwenya	360.00	INV	7/12/2017	11.6	Rates Refund	360.00
3601.9584-(Moses Kipkembol Kosgei	540.00	INV	7/12/2017	11.6	Rates Refund	540.00
3602	7/12/2017	EFT TRANSFER: - 08/12/2017	237,574.22				Click Superannuation	



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3603	8/12/2017	EFT TRANSFER: - 11/12/2017	2,005.73					
3603.565-0		Bright Futures Family Day Care - Pa	2,005.73	INV	8/12/2017	20117-031217	FDC Payroll 20/11/17-03/12/17	2,005.73
3604	11/12/2017	EFT TRANSFER: - 12/12/2017	200,222.00					
3604.153-0		Australian Taxation Office	200,222.00	INV	6/12/2017	PY01-12-Australi	Payroll Deduction	200,222.00
3605	13/12/2017	EFT TRANSFER: - 14/12/2017	1,133,880.38					
3605.1033-(Nilfisk Pty Ltd	242.40	INV	12/12/2017	209697/101294	GST component of Invoices 209697/101294	242.40
3605.1044-(Oakford Agricultural & Garden Suppl	94.18	INV	11/12/2017	78427	40 mm camlock fittings for silmix and trucks	94.18
3605.1059-(Vodafone Messaging	176.00	INV	13/12/2017	11184831	Alpha Network Access Fee December 2017	176.00
3605.1130-(Port Printing Works	427.90	INV	12/12/2017	INV008400	Zone Open Day dinner (cultural dinner) invite	161.70
				INV	6/12/2017	INV008135	Business Cards	42.90
				INV	11/12/2017	INV003344	Staff Business Cards	42.90
				INV	6/12/2017	INV008137	Contact number Tent cards for Community Engagement	180.40
3605.1166-(RAC Motoring Pty Ltd t/a RAC Busine	8.65	INV	12/12/2017	280655	RAC Roadside assist - 1GKI502	8.65
3605.1227-(Rockingham Holden	832.05	INV	13/12/2017	GMFS241806	1GKI502 Seat Covers including fitting	832.05
3605.1245-(Rotary Club of Kwinana Inc.	100.00	RFD	12/12/2017	1200030	Refund Security Deposit The Patio	100.00
3605.1249-(Royal Life Saving Society	1,254.00	INV	11/12/2017	75499	Certificates for swim school	1,254.00
3605.1276-(Satellite Security Services	208.00	INV	6/12/2017	01801498	Admin - Replace PIR damaged	208.00
3605.1277-(Savage Garden Services	4,346.00	INV	12/12/2017	001	City Centre Litter Collection for November 2017	3,120.00
				INV	12/12/2017	number 7	Slash verge and remove litter along Leda Boulevard	650.00
				INV	12/12/2017	002	Maintenance of streetscape gardens at latitude 32	576.00
3605.1290-(Shane McMaster Surveys	825.00	INV	11/12/2017	Kwin 287	Survey Set Out Partridge Street	825.00
3605.130-0		Australasian Performing Rights	211.85	INV	11/12/2017	01309986/00011	License fees for General Background Music (Tier 3)	211.85
3605.134-0		Australia Post	518.65	INV	8/12/2017	1006974319	Commission period ended 301117	518.65
3605.1343-(Southern Metropolitan Regional Coun	11,025.08	INV	11/12/2017	12835	MRF Gate Fees for November 2017	11,025.08
3605.1393-(Sunny Sign Company Pty Ltd	74.25	INV	11/12/2017	375249	ISAAC WAY x1	74.25
3605.1423-(Telstra	2,515.95	INV	6/12/2017	P373177461-4	Charges to 211117 FDC	24.33
				INV	11/12/2017	P139890761-6	Usage to 28/11/17 Internet & Data	2,491.62



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3605.1444-(The Good Guys	199.00	INV	11/12/2017	D0921280410	1x Brother MFC-J4620 Multifunction Inkjet Printer	199.00
3605.1516-(Trisley's Hydraulic Services Pty Lt	2,537.48	INV	11/12/2017	197605	Repair chlorine gas isolation valve	656.70
				INV	11/12/2017	197618	Supply of new casing O-rings for annual inspection	383.90
				INV	11/12/2017	197617	Service Contract - Inspection of filtration pumps	720.72
				INV	11/12/2017	197616	Service Contract - Pool Filtration System	776.16
3605.1528-(Twigts Plumbing Pty Ltd	484.00	INV	12/12/2017	F7289	BP 31 Bright Road - Emergency call out for burst pipe	484.00
3605.1561-(WA Limestone Co	8,272.56	INV	11/12/2017	MY5043	Contract 613KWN16 - Supply of Road Construction M	2,409.11
				INV	11/12/2017	MY5025	Contract 613KWN16 - Supply of Road Construction	2,308.08
				INV	11/12/2017	MY5024	Contract 613KWN16 - Supply of Road Construction	3,555.37
3605.1566-(WA Electoral Commission	86,939.77	INV	8/12/2017	2944	2017 Local Government Election	86,939.77
3605.1589-(Waste Stream Management Pty Ltd	363.00	INV	8/12/2017	00824586	Monthly tippings - November 2017	363.00
3605.1609-(West Australian Newspapers Limited	850.00	INV	11/12/2017	1002334820171130	Half page advert appearing in the Sound Telegraph	850.00
3605.1621-(Western Australian Treasury Corpora	61,249.94	INV	12/12/2017	Loan#96-18/12/17	Loan #96 due 18/12/2017 Principal & Interest	18,014.69
				INV	12/12/2017	Loan#95-18/12/17	Loan #95 due 18/12/2017 Principal & Interest	43,235.25
3605.1669-(Zipform Pty Ltd	136.66	INV	6/12/2017	178785	2017/18 Annual Rates Notice Printing	136.66
3605.1726-(Kyocera Document Solutions Australi	4,705.11	INV	12/12/2017	2852298848	Bertram CC - TASKalfa 4551CI - S/N L8E4200277	58.52
				INV	12/12/2017	2852298829	Wellard CC - TASKalfa 4551CI - S/N L8E3700124	32.99
				INV	12/12/2017	2852298836	Darius (Downstairs) - C2626 - S/N NMZ3200293	73.48
				INV	12/12/2017	2852298843	Admin (CEO) - TASKalfa 4551CI - S/N L8E4900481	62.91
				INV	12/12/2017	2852298840	CSO - C2526 - S/N NMK2900081	174.28
				INV	12/12/2017	2852298844	Recquatic - TASKalfa 4551CI - S/N L8E4800438	626.68
				INV	12/12/2017	2852298837	Planning - TASKalfa 8000ci - S/N N4R3100094	59.27
				INV	12/12/2017	2852298847	Zone (Upstairs Staff) - TASKalfa 4551CI - S/N L8E4	66.67



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				INV	12/12/2017	2852298830	Governance - TASKalfa 7550CI - S/N N4F3300120	790.76
				INV	12/12/2017	2852298842	Finance - TASKalfa 7550CI - S/N N4F2Y00114	202.51
				INV	12/12/2017	2852298832	Zone - TASKalfa 3050CI - N2R2300847	59.90
				INV	12/12/2017	2852298833	Library - TASKalfa 4550CI - S/N N2F2900543	101.15
				INV	12/12/2017	2852298845	Library - TASKalfa 4550CI - S/N N2F2900531	83.33
				INV	12/12/2017	2852298835	BI (ICT) - TASKalfa 4550CI - S/N N2F2900527	401.54
				INV	12/12/2017	2852298839	Darius (Upstairs) - TASKalfa 4550CI - S/N N2F29005	123.04
				INV	12/12/2017	2852298838	Depot - TASKalfa 4551CI - S/N L8E3500017	152.72
				INV	12/12/2017	2852298831	FDC - TASKalfa 4550CI - S/N N2F2600404	108.40
				INV	12/12/2017	2852298846	Admin (Records) - TASKalfa 7551CI - S/N: L7X51000	1,310.77
				INV	12/12/2017	2852298849	Banksia Park - M6526CII - S/N LWQ4400244	216.19
3605.1760-(Hanson Construction Materials Pty L	858.00	INV	8/12/2017	70952106	2.0m3 - Pimlico/Twickenham Wellard	858.00
3605.1767-(Construction Training Fund	15,702.30	INV	11/12/2017	Nov2017	CTF Levy for November 2017	15,702.30
3605.1814-(P Rond & Co	59,419.81	INV	12/12/2017	00000519	New Bore, Pump & Pipework @ Rogan Park	29,872.66
				INV	12/12/2017	00000521 (2017)	Supply temporary fencing for new bore at Rogan Park	583.00
				INV	12/12/2017	00000518	Prince Regent Park - Supply and install New Pump,	14,164.02
				INV	12/12/2017	00000520	Hennessy Park - Supply Grundfos submerible pump	14,800.13
3605.19-01		Absolute Painting Services	1,485.00	INV	12/12/2017	INV-0232	APU - unit 17, complete repaint	1,485.00
3605.1948-(Alleasing Pty Ltd	108,009.40	INV	11/12/2017	C17891	Leasing ICT/Gym Equip Nov 2017	106,082.23
				INV	11/12/2017	C17890	Quarterly Payment (1st January - 31st March 2018)	1,927.17
3605.1970-(Early Childhood Australia Inc	65.00	INV	11/12/2017	33320-06 Dec 17	Everyday Learning Series subscription	65.00
3605.2012-(Dell Australia Pty Ltd	2,402.40	INV	11/12/2017	2408489830	1x Dell Latitude 5285 (Intel i5 7500U, 16GB	2,402.40
3605.2096-(Orelia Primary School	220.00	INV	11/12/2017	10	Coastcare Project Bus hire for Orelia Primary	220.00
3605.2097-(Beaver Tree Services Aust Pty Ltd	1,866.15	INV	12/12/2017	64821	Tree Watering Schedule - Week Ending 01/12/17	1,001.66
				INV	12/12/2017	64820	Tree Watering - Week Ending 24/11/17	864.49



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3605.2121-(Suez	571.04	INV	13/12/2017	23591333	WALGA C002/11 - Depot greenwaste bin	571.04
3605.2125-(Synergy	153,916.20	INV	8/12/2017	792417950Nov17	Usage to 241117 Street Lights	133,588.75
				INV	12/12/2017	264244690Dec17	Usage to 271117 1002U Bore Pump POS	362.15
				INV	13/12/2017	198694990Dec17	Usage to 061217 67319U Admin/Arts/Parmelia	17,388.50
				INV	8/12/2017	830669340Nov17	Usage to 271117 6U Fire Pump	30.45
				INV	12/12/2017	856518550Dec17	Usage to 271117 Decorative Lighting	2,546.35
3605.218-0'		Bob Jane T-Mart	329.00	INV	6/12/2017	129558	KWN2061 - PIR 245/70R16 113T SC-ATR OWL	329.00
3605.2256-(GlobalX Information Services Pty Lt	67.98	INV	8/12/2017	PSI0080560	Legal Name Searches - Planning Compliance	67.98
3605.232-0'		Bridging The Gap Inc	210.00	INV	11/12/2017	00000529	Course Fees Certificate II	210.00
3605.2357-(Vorgee Pty Ltd	241.45	INV	13/12/2017	00126317	5 mesh bags 2 rotten eggs 12 small boards	241.45
3605.237-0'		Britel Enterprises Pty Ltd	370.00	INV	12/12/2017	19288	Kwinana Recquatic 1/4 page advert in Bertram Safet	370.00
3605.248-0'		Bunnings Building Supplies	804.91	INV	8/12/2017	2163/01046207	Blower Vacuum x1, Pin It Made it Craft Term 4	278.70
				INV	13/12/2017	2163/01603960	2 * Ply wood Sheets to mount in stadium Court 1.	101.44
				INV	12/12/2017	2163/01223355	Stanley tool kit for grunter 50 disposable dust	210.05
				INV	6/12/2017	2163/01603377	Recquatic - Privacy Locks	73.12
				INV	12/12/2017	2163/01679993	240cm Premium Black Ultraposts (I/N: 3041483)	141.60
3605.2507-(Ixom Operations Pty Ltd	1,073.62	INV	11/12/2017	5903112	Chlorine bottle 78l order plus hire	130.94
				INV	11/12/2017	5903758	Chlorine bottle 78l order plus hire	942.68
3605.2510-(Technology One Limited	3,608.00	INV	11/12/2017	163586	GIS Consulting	3,608.00
3605.264-0'		Cabcharge Australia Ltd	6.00	INV	8/12/2017	00989066P1712	Cab charges Nov 2017	6.00
3605.2646-(Neverfail Springwater	60.55	INV	11/12/2017	747943	15L bottled water from Neverfail	60.55
3605.2652-(Modern Teaching Aids Pty Ltd	959.49	INV	11/12/2017	43144891	Yellow Plastic Chairs	54.89
				INV	11/12/2017	43140609	Various Items - Recquatic	898.10
				INV	13/12/2017	43145437	Bertram Craft Supplies	6.50
3605.2852-(Downer EDI Works Pty Ltd	14,597.69	INV	11/12/2017	6003148	7mm gran AC50B 1 tonne 22/11/17	183.14
				INV	11/12/2017	6003150	7mm gran AC50B 0.96 tonne 23/11/17	175.81



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				INV	11/12/2017	6003149	7mm gran AC50B 1.50 tonne 23/11/17	274.71
				INV	11/12/2017	6003221	Contract 587KWN15 - Supply and lay AC10mm - Bitum	13,964.03
3605.2960-(Australian Plant Wholesalers	977.90	INV	12/12/2017	933557	Various Native Plants for Kwinana Adventure Playg	915.20
				INV	12/12/2017	933555	Native Plants 130/140mm pots - 3 x Kangaroo Paws	62.70
3605.302-0'		Chadson Engineering	306.90	INV	13/12/2017	A0074606	Recalibration of 2 x pool test	306.90
3605.3155-(PFD Food Services Pty Ltd	776.10	INV	13/12/2017	KI348360	Cafe Supplies	776.10
3605.3212-(Marketforce Pty Ltd	10,433.92	INV	12/12/2017	18219	Advertising in The West Australian - Professional	7,441.61
				INV	12/12/2017	18215	Advertising online with Seek	171.94
				INV	13/12/2017	18216	Placement of Public Notice	349.56
				INV	12/12/2017	18213	Advertising online with Seek	232.44
				INV	12/12/2017	18217	Advertising online with Seek	171.94
				INV	13/12/2017	18211	Public Notice - Audit Committee Meeting	212.06
				INV	13/12/2017	18214	Public Notice - Council Meeting Dates	844.56
				INV	11/12/2017	18209	Public notice - appointment of fire control	349.56
				INV	11/12/2017	18210	Public notice - appointment of rangers	349.56
				INV	11/12/2017	18208	Public Notice - Impound of Livestock (sheep)	138.75
				INV	12/12/2017	18218	Advertising online with Seek	171.94
3605.3338-(AAA Blinds Port Kennedy	248.00	INV	11/12/2017	6624	APU - units 2,17,34,73 - renewal of blinds	248.00
3605.339-0'		Civica Pty Ltd	31,221.15	INV	8/12/2017	M/LG007682	MSP Monthly Fee - December 2017	31,221.15
3605.3452-(Western Maze Pty Ltd	16,313.66	INV	11/12/2017	00015258	Green Waste Collection 3	16,313.66
3605.3461-(BBC Entertainment	760.00	INV	11/12/2017	01875612	Final payment Roving entertainment Rock Symphony	760.00
3605.347-0'		Cleanaway Pty Ltd	197,321.67	INV	11/12/2017	9776556	Service Skip Bins at Adventure Park - November 17	748.88



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				INV	11/12/2017	9774662	Waste Collection Service - November 2017	196,572.79
3605.3589-(Envirocare Systems Pty Ltd	274.56	INV	13/12/2017	39881	Waterless urinal system service	274.56
3605.3632-(Eclipse Soils Pty Ltd	23,754.50	INV	11/12/2017	KWIN01R043055	Disposal of Greenwaste and Contaminated Soil	23,754.50
3605.3642-(Hodge Collard Preston Pty Ltd	14,898.13	INV	11/12/2017	1171701	RFC 04/17 - Feasibility study	14,898.13
3605.3877-(Schweppes Australia Pty Ltd	1,077.63	INV	13/12/2017	0807496948	Drinks for Cafe	444.79
				INV	13/12/2017	0807496920	Drinks for Cafe	632.84
3605.3914-(Bladon WA Pty Ltd - Advertising &	2,068.00	INV	13/12/2017	BWAI36412	Staff Values Branded 750ml Standard Drink Bottle	2,068.00
3605.3977-(MRP Osborne Park-General Pest/Termi	939.56	INV	12/12/2017	69366	John Wellard CC - Termite Inspection - vermon control	412.00
				INV	12/12/2017	69368	Mandogalup Fire Station - Annual Termite Inspect	127.00
				INV	12/12/2017	68699	Rotary Club - Annual Termite Inspection	105.06
				INV	12/12/2017	69369	Victory for Life - Annual Termite Inspection	187.00
				INV	12/12/2017	69367	Challenger Beach - Annual Termite Inspection	108.50
3605.4002-(Savage Surveying	1,419.00	INV	6/12/2017	21409	Survey pickup for cul-de-sac set out - 2018/19	462.00
				INV	11/12/2017	21396	Set Out Survey - Kerbing for Cockman Way	957.00
3605.407-0'		Winc Australia Pty Ltd	1,686.23	INV	12/12/2017	9022970619	WALGA contract no. CO46_12. - 10 x A4 Copy paper	467.94
				INV	13/12/2017	9022918089	16 x First Aid Low Risk Vehicle Kit BSC CNCV	400.93
				INV	11/12/2017	9022915778	Stationery Order Admin Nov 2017	817.36
3605.4112-(Cleverpatch Pty Ltd	162.70	INV	11/12/2017	276884	Assorted items for 2017, Term 4 program	162.70
3605.412-0'		Courier Australia	138.92	INV	12/12/2017	311	Courier Charges to 24/11/17	47.63
				INV	12/12/2017	0310	Courier Charges to 17/11/17	91.29
3605.413-0'		Covs Parts Pty Ltd	715.78	INV	13/12/2017	1650049550	BKR5E - NGK Standard Spark Plug	33.88
				INV	13/12/2017	1650049552	72430 - Work Light LED Round 10 - 80V Flood Beam	123.79
				INV	12/12/2017	1650049392	AC0128 - AC Delco Oil Filter Cartridge, AC012, etc	523.28
				INV	12/12/2017	1650049408	SCMT14249 - Sidchrome Socket 32mm	34.83
3605.419-0'		Catherine Anne Crockett	50.00	INV	11/12/2017	968694	360L Recycle Bin Upgrade Fee Refund	50.00



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3605.4190-(AC Cooling Services	121.00	INV	11/12/2017	770	APU - unit 70, repair a broken air-conditioner	121.00
3605.42-01		Adventure World	660.00	INV	8/12/2017	30840	Excursion 19/12/17	660.00
3605.4245-(ED Property Services	4,422.00	INV	11/12/2017	00001020	BP - remove old letterboxes, supply & install new	4,180.00
				INV	12/12/2017	00001022	BP - villa 4, replace broken soap holder tile	242.00
3605.4329-(Fiona Audrey Hodgson	64.50	INV	11/12/2017	081217	Reimbursement for Team Milestone Contracts	64.50
3605.4664-(AMPAC Debt Recovery (WA) Pty Ltd	5.94	INV	11/12/2017	43260	Debt recovery commission	5.94
3605.4692-(Elliotts Irrigation Pty Ltd	1,910.70	INV	12/12/2017	817410	Iron filer servicing for November17	1,343.10
				INV	12/12/2017	817409	Iron filer servicing for November17	567.60
3605.4719-(Complete Office Supplies Pty Ltd	1,004.72	INV	12/12/2017	07192394	Stationery Zone	969.71
				INV	12/12/2017	07207109	Pre Inked Stamp and Cloth Tape	29.18
				INV	12/12/2017	07202121	Stationery Zone	5.83
3605.4767-(Urbanism	2,420.00	INV	8/12/2017	00000337	Berthold Street JDAP Deputation - PJN	2,420.00
3605.483-0'		Landgate	3,336.11	INV	11/12/2017	335794-10001098	Gross Rental Valuations Schedule # G2017/24	434.35
				INV	11/12/2017	335817-10001098	Unimproved Valuations Chargeables U2017/7 U2017/9	2,500.26
				INV	8/12/2017	812676	Title searches November 2017	126.50
				INV	6/12/2017	62342283	Planimetry and contour extraction	275.00
3605.4861-(Big W	607.89	INV	8/12/2017	953603	Purchase Christmas Costumes and items for Kwinana	27.50
				INV	8/12/2017	953578	Purchase Christmas Costumes and items for Kwinana	162.60
				INV	8/12/2017	953623	Gifts for 12-14 girls group end of year Christmas	60.00
				INV	11/12/2017	953610	Male care packs	257.79
				INV	8/12/2017	953621	School Holiday Prizes	100.00
3605.5071-(JB HiFi Commercial Division	59.00	INV	11/12/2017	102605295-100	Items for Gaming Tournament - PS4	59.00
3605.5155-(Colin Usher & Co	96.47	INV	13/12/2017	5779	2 x M4 Mower Hats - Khaki, Delivery	96.47
3605.5247-(Abraham Pattiselanno	177.35	INV	13/12/2017	11thDec2017	Reimb meeting items,train,excursion, phone cover	177.35
3605.5258-(Susan Michele Wiltshire	449.25	INV	11/12/2017	1stDecember2017	Reimbursement for HR Team Milestone Lunch	449.25



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3605.5279-(OCP Sales	795.75	INV	13/12/2017	00046157	Repair of Vertex UHF Portable Radio	795.75
3605.5520-(Master Lock Service	191.00	INV	8/12/2017	00004771	BB - rekey communication boxes to Telstra key	191.00
3605.5581-(Totally Workwear Rockingham	79.90	INV	11/12/2017	RK3202.D1	2 x IRONCLAD WWX--M IRONCLA GLOVE WRENCHWORX	79.90
3605.560-0'		Goodchild Enterprises	327.80	INV	13/12/2017	518339	Bosh Deep Cycle DC24-S4 70AH Battery	327.80
3605.5958-(West Coast Profilers	6,357.92	INV	11/12/2017	18124	Contract 584KWN15 - Mobilisation for profiling	6,357.92
3605.5966-(Bonfire Group	792.00	INV	11/12/2017	A1576613.4	Provision of website hosting fee for www.lyrik.com	792.00
3605.5996-(CMS Engineering Pty Ltd	1,465.20	INV	6/12/2017	26393	Recquatic creche ac pump leaking	959.20
				INV	6/12/2017	26394	Darius Wells Ac temp in creche	313.50
				INV	6/12/2017	26395	Margaret Fielman Centre - ac works	192.50
3605.6018-(ALSCO Pty Ltd	173.11	INV	13/12/2017	CPER1775594	Linen for seniors lunches, General linen for OCM	173.11
3605.6090-(Pirtek Fluid Transfer Solutions	524.83	INV	13/12/2017	FR-T00014129	#BAR-145-26.1300.40, 90 DEGREE SWIVEL, #SSD-0	524.83
3605.6126-(Eluma Event Solutions	770.00	INV	11/12/2017	INV-002664	Supply Furniture for ABC Rock Symphony	770.00
3605.6267-(Woolworths Limited	2,078.80	INV	13/12/2017	24463473	Purchase of Milk for Admin	121.00
				INV	13/12/2017	2988541	Cafe Supplies	80.69
				INV	13/12/2017	2995212	Food supplies	160.09
				INV	8/12/2017	24555992	Catering supplies	278.88
				INV	12/12/2017	2988535	Platters for Fashion Workshop, Wednesday 6th December	90.00
				INV	8/12/2017	2988531	Food and supplies for Mooditj Kulungars playgroup	252.71
				INV	13/12/2017	24540530	OCM Dinner - Christmas Drinks and crackers	106.00
				INV	13/12/2017	2988520	Cafe Supplies - Food	47.01
				INV	13/12/2017	2988538	Cafe Supplies	102.35
				INV	13/12/2017	2995217	Purchase of Ice and Juice	32.98
				INV	11/12/2017	2995208	Food items for girls group 12-14 Christmas Dinner	88.74
				INV	8/12/2017	2988534	Food and Drink for children's Xmas party	112.00
				INV	8/12/2017	2988545	Ice, napkins etc for seniors Xmas lunches	75.68
				INV	11/12/2017	2988546	Miscellaneous items Zone	49.79



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				INV	13/12/2017	24573993	Kitchen Supplies for various Functions	208.29
				INV	11/12/2017	2988550	Purchase of food Items for Drop In	111.35
				INV	13/12/2017	2995218	Depot morning tea supplies	111.24
				INV	11/12/2017	2995211	Nightfields Program - Food items	50.00
3605.6277-(Kim Baden McClennan	42.50	INV	13/12/2017	121217	HR Drivers Licence Reimbursement	42.50
3605.6319-(Meagan Sandra Hodgson	20.00	INV	12/12/2017	6thDecember17	Reimbursement of Flowers for Seniors Fashion Event	20.00
3605.6370-(Elexacom	33,935.11	INV	6/12/2017	21704	Adventure Park - Reset lighting system at park	280.50
				INV	6/12/2017	21701	Boy Scouts Hall RCD Testing	93.50
				INV	6/12/2017	21705	Recquatic Light repairs	1,742.98
				INV	6/12/2017	21700	Depot transportable office - electrical works	14,598.56
				INV	6/12/2017	21703	Boy Scouts Hall - Lighting Testing	140.25
				INV	6/12/2017	21699	Darius Wells Library and Resource Centre Repairs	11,945.05
				INV	6/12/2017	21583	Casuarina Fire Stn - RCD/Light Testing	154.00
				INV	8/12/2017	21546	Extra works associated with WAP works	4,980.27
3605.6571-(SPP Consulting (WA) Pty Ltd	1,168.75	INV	8/12/2017	15/1718	Consultancy Charges for October 2017 - Amendment 1	1,168.75
3605.6703-(Lucor Pty Ltd	6,287.00	INV	11/12/2017	INV-002590	Food for Christmas party	6,287.00
3605.6749-(Australia Post	11,480.86	INV	13/12/2017	1006985600	Postage period ending 30/11/17	11,480.86
3605.6872-(Schindler Lifts Australia Pty Ltd	617.53	INV	12/12/2017	4678640728	Lift Servicing 01/10/17 to 31/12/17 - John Wellard	617.53
3605.69-01		Alinta Gas	76.50	INV	6/12/2017	765774910Nov17	Usage to 221117 115U FDC	49.15
				INV	12/12/2017	152876670Nov17	Usage to 241117 21U Village Office	27.35
3605.6972-(Go Doors Pty Ltd	391.05	INV	6/12/2017	406032	Recquatic - After hours call out main door	391.05
3605.7018-(Bethanie Housing Ltd	4,421.28	INV	8/12/2017	11.8	Rates Refund	4,421.28
3605.7276-(Rockingham Tennis Club Inc	80.00	INV	12/12/2017	KS015331	Kidsport Voucher - L French	80.00
3605.7405-(All Civils WA Pty Ltd	6,539.21	INV	11/12/2017	00000110	WALGA Contract CO33_13 - Partridge Street Road Up	6,539.21
3605.7436-(Action Glass Pty Ltd	6,502.61	INV	12/12/2017	B58163	BP - villas 59, 3,4,5,11,12, Clubhouse - replace	4,531.41
				INV	6/12/2017	B58776	John Wellard Community Centre - security screen	1,971.20



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3605.7445-(Mustang Welding & Fabrication	665.50	INV	13/12/2017	143	P235, 1TJO798, 3 MONTH SERVICE & REPAIR	665.50
3605.762-0'		Blackwood & Sons Ltd	463.46	INV	11/12/2017	KW1021OH	01095368 EARMUFF THUNDER T1F H/B CL5 1011600	463.46
3605.7625-(Flex Industries Pty Ltd	8,967.44	INV	8/12/2017	58241	SUPPLY AND FIT REPLACEMENT NEW FIRE FIGHTING PUMP	8,967.44
3605.7689-(VARIDESK	4,995.00	INV	8/12/2017	IVC-2-528243	3 x Varidesks Proplus36 (Black), 4 x Dual Mon)	2,750.00
				INV	8/12/2017	IVC-2-458788	6 x TheMat 34, 6 x Dual Monitor Arms, 1 x single	2,245.00
3605.7780-(Moore Stephens (WA) Pty Ltd	17,549.33	INV	11/12/2017	304989	2016-17 Audit of Financial Report	17,549.33
3605.7847-(Strata Specialists	4,827.00	INV	11/12/2017	3421023-01/01/18	Quarterly Levies to 31/03/18 Unit 23 40-46	2,633.00
				INV	11/12/2017	3421024-01/01/18	Quarterly Levies to 31/03/18 Unit 24 40-46 Meares Ave	2,194.00
3605.7937-(Kerb Direct Kerbing Pty Ltd	6,969.58	INV	11/12/2017	2589	Contract 606KWN16 - Supply & Lay Extruded Kerbing	6,969.58
3605.8063-(Michelle Sison	37.80	INV	12/12/2017	Hire Fee Refund	Refund of hire fee for Patio as hire Cancelled	37.80
3605.8088-(GTA Consultants (WA) Pty Ltd	10,161.25	INV	8/12/2017	109032	Kwinana Cycling and Walking Network Plan Fees Nov 17	10,161.25
3605.8125-(Xpresso Delight Midland	440.00	INV	11/12/2017	INV-0100	Coffee machine servicing and supplies to 28/11/17	440.00
3605.822-0'		Kone Elevators Pty Ltd	1,482.76	INV	12/12/2017	193287631	Service Fee of Lift at Darius Wells Jan to Mar 18	1,482.76
3605.8319-(Poolwerx Spearwood	1,932.29	INV	12/12/2017	91509-1	Daily water test and balance - Kwinana Adventure Park	1,932.29
3605.8325-(Envirosweep	10,399.95	INV	11/12/2017	52645	Contract 609KWN16 - Cockman Way	1,149.50
				INV	11/12/2017	52791	Car Park Sweeping	3,229.60
				INV	11/12/2017	52609	Footpath Sweeping	2,069.10
				INV	11/12/2017	53055	Contract 609KWN16 - General Road sweeping	726.00
				INV	11/12/2017	52639	Contract 609KWN16 Dalrymple Drive - 3 November	393.25
				INV	11/12/2017	52605	Road Sweeping	2,832.50
3605.8335-(Freya Phillipa Arndell O'Brien	100.00	INV	12/12/2017	7thDecember17	Refund of Deposit	100.00



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3605.8370-(Outpost Central	60.50	INV	6/12/2017	OPP-1227	Replacement cord for Outpost Central data logger	60.50
3605.8374-(Two Way Hire Services Pty Ltd	363.00	INV	11/12/2017	00005146	To supply 12 x 2 way Radios for the Rock Symphony	363.00
3605.843-0'		Kwinana Little Athletics Centre	700.00	INV	12/12/2017	KS015237	4 x Kidsport Vouchers	700.00
3605.888-0'		Les Mills Australia	435.63	INV	8/12/2017	890108	Monthly license fee December 2017	435.63
3605.8984-(Baldivis Transport Pty Ltd	350.00	INV	6/12/2017	00001567	Water Deliveries	350.00
3605.8998-(McLeods	10,759.80	INV	8/12/2017	100857	Matter No 41877	4,017.42
				INV	8/12/2017	100816	Matter No 41760	1,606.81
				INV	8/12/2017	100858	Matter 41878	1,311.42
				INV	8/12/2017	100855	Matter 41837	2,869.90
				INV	11/12/2017	100802	Matter 41577	954.25
3605.9013-(Department of Mines, Industry	14,474.93	INV	11/12/2017	November17	Building Services Levy - November 2017	14,474.93
3605.9019-(Keams Garden Supplies	1,976.67	INV	11/12/2017	9 (November 2017	BP - purchase box of thorny devil fence spikes	460.00
				INV	13/12/2017	24	8mm x 300 drill bit, Hose fitting x2, Concrete	255.11
				INV	6/12/2017	54	Adventure Playground - Paint stripper for benches	117.24
				INV	11/12/2017	4 (November 2017	BP - purchase of various hard ware, October 2017	180.65
				INV	6/12/2017	06	Fiona Harris Pavilion - Graffiti Remover	104.85
				INV	12/12/2017	23	Lawn Mix Sand for Peace Park Dog Exercise	810.00
				INV	11/12/2017	3 (November 2017	APU - purchase of various hard ware, November 2017	48.82
3605.903-0'		Lo-Go Appointments	2,714.23	INV	11/12/2017	00417029	Administration Officer - City Assist	701.24
				INV	13/12/2017	00416963	Recquatic 33 hours normal & 2.5 hours time	2,012.99
3605.9039-(Serenity Press Pty Ltd	69.97	INV	12/12/2017	0000014	3 books - 2 adult and one children's book.	69.97
3605.9046-(Cellarbrations Medina	1,851.00	INV	13/12/2017	540416	Local organisations Christmas Event - Friday 8 December 2017	1,851.00
3605.9325-(Manfred Surveys	1,685.00	INV	11/12/2017	1209	Setout widening & drainage structures Beacham Place	1,685.00



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3605.9342-(The Drug Detection Agency South Per	660.00	INV	11/12/2017	INV-SP0202	Drug and Alcohol Policy Review - First Draft	660.00
3605.9345-(Accidental Health & Safety Perth	522.93	INV	11/12/2017	SD609390	Oxygen Service - Minor - Oxi Sok S/N 21906 & 21111	522.93
3605.9384-(Taylored to Suit	975.00	INV	12/12/2017	00000721	Supply and install 14 Pick style wreaths in Dariu	975.00
3605.9455-(KM Coffee 2 You	279.00	INV	11/12/2017	43	Coffee for educators at children 's party	279.00
3605.9492-(Daytone Printing Pty Ltd	4,361.50	INV	8/12/2017	51714	A3 Programming book x 100	4,361.50
3605.9494-(Reece's Event Hire	10,205.51	INV	11/12/2017	32503	Supply infrastructure and equipment Rock Symphony	10,205.51
3605.9507-(Creative Kids Play	1,439.96	INV	13/12/2017	CKP-1169	3 x Aqua Model Benches, 80105, 80102 & 80107	1,439.96
3605.9517-(Style It Up Events	2,000.00	INV	11/12/2017	041	Supply of Grazing Table and Marquee Styling	2,000.00
3605.9543-(Perth Temporary Fencing	2,600.00	INV	11/12/2017	00000298	Supply and Install 250 Crowd Control Barriers	1,300.00
				INV	11/12/2017	00000297	Temporary Fencing 301117	1,300.00
3605.9544-(Boults Black and White Light	8,971.11	INV	11/12/2017	00001072	Rock Symphony - Supply of Lighting	8,971.11
3605.9545-(Cardile International Fireworks Pty	3,000.00	INV	11/12/2017	00002038	Supply of 8 x Silver Fountains and 4 x streamer	3,000.00
3605.9566-(Dingo Bus Charter	750.00	INV	11/12/2017	12960	Supply Bus and Driver for shuttle service	750.00
3605.9590-(My Media Intelligence Pty Ltd	2,091.80	INV	11/12/2017	INV-0670	Media monitoring September 2017	524.88
				INV	11/12/2017	INV-0672	Media monitoring November 2017	822.04
				INV	11/12/2017	INV-0671	Media monitoring October 2017	744.88
3605.9593-(Dana Sue O'Meara	50.00	INV	11/12/2017	1048296	360L Recycle Bin Upgrade Fee Refund	50.00
3605.9595-(Ivan Corluka	563.07	INV	8/12/2017	11.8	Rates Refund	563.07
3605.9596-(Lush Digital Media Pty Ltd	2,750.00	INV	8/12/2017	1303	Media Relations Training for Comms Team	2,750.00
3605.9599-(Maria Cooke	6,082.00	INV	8/12/2017	041217	Professional Development	6,082.00
3605.9600-(Martin Geoffrey Willis	50.00	INV	11/12/2017	1027861	360L Recycle Bin Upgrade Fee Refund	50.00
3605.9601-(Ian Murray Abel	52.60	INV	11/12/2017	Police-Clearance	Reimbursement for National Police Clearance	52.60
3605.9602-(Riley Consulting (WA) Pty Ltd	8,250.00	INV	12/12/2017	943TOK101017015	Review of background reports and Cardno Reporting	8,250.00
3605.9603-(Olympia Little Athletics Club	200.00	INV	12/12/2017	KS015257	Kidsport Voucher	200.00



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3605.9604-(WARVRA	156.00	INV	12/12/2017	Membership2018	2018 Membership for the Residents of Banksia Park	156.00
3605.9605-(Kuntal Biswas	27.00	INV	12/12/2017	A/N20927	360L Recycle Bin Upgrade Fee Refund	27.00
3605.9606-(Chamax Pty Ltd	279.91	INV	12/12/2017	11.9	Rates Refund	279.91
3605.9607-(Brian Bernard Tisdall	56.01	INV	12/12/2017	12.0	Rates Refund	56.01
3605.9608-(Robin Godden	321.47	INV	12/12/2017	12.1	Rates Refund	321.47
3605.9609-(Rockingham Beach Education Support c	100.00	RFD	12/12/2017	1191497	Refund Security Deposit	100.00
3605.9610-(Jessica Whittome	100.00	RFD	12/12/2017	1174336	Refund Security Deposit The Patio	100.00
3605.9611-(Jessica Abbott	100.00	RFD	12/12/2017	1142527	Refund Security Deposit	100.00
3605.9612-(Sarah Jessica Hills	400.00	RFD	12/12/2017	1213145	Refund Security Deposit LRC	400.00
3605.9613-(Cheryl Crossing	100.00	RFD	12/12/2017	1192473	Refund Security Deposit The Patio	100.00
3605.9614-(Dhawani Bhatt	1,000.00	RFD	12/12/2017	1213112	Refund Security Deposit Tuart Room	1,000.00
3605.9615-(Beberly Castilla Macapagal	1,000.00	RFD	12/12/2017	1213113	Refund Security Deposit Tuart Room	1,000.00
3605.9616-(Gary Leigh Wilkinson	360.00	INV	12/12/2017	22816	Crossover Subsidy Rebate	360.00
3605.9617-(Baldivis Secondary College	100.00	RFD	12/12/2017	1147080	Refund Security Deposit The Patio 10/12	100.00
3605.9618-(Yale Primary School	100.00	RFD	12/12/2017	1159387	Refund Security Deposit	100.00
3605.9619-(Pember Wilson & Eftos	2,750.00	INV	12/12/2017	199-17	Property Valued: Banksia Park Retirement Village	2,750.00
3605.9620-(Street Hassle Events	1,760.00	INV	12/12/2017	0000005	Contracted Services for the ABC Rock Symphony	1,760.00
3605.9621-(Marleah Edwards	59.00	INV	12/12/2017	GYM REFUND	Refund of 2 x Payments taken after cancellation	59.00
3606	20/12/2017	EFT TRANSFER: - 21/12/2017	171,645.32					
3606.565-0'		Bright Futures Family Day Care - Pa	113,112.11	INV	20/12/2017	041217-171217	FDC Payroll 04/12/17-17/12/17	113,112.11
3606.568-0'		Bright Futures In Home Care - Payro	58,533.21	INV	20/12/2017	041217-171217	IHC Payroll 04/12/17-17/12/17	58,533.21
3607	20/12/2017	EFT TRANSFER: - 21/12/2017	2,770,285.57					
3607.1130-(Port Printing Works	135.30	INV	13/12/2017	INV008744	SHP poster A4 landscape - 500 copies	135.30
3607.115-0'		AAA Asphalt Surfaces	1,100.00	INV	13/12/2017	00005812	Cold mix in a bag, Delivery to depot	1,100.00
3607.1178-(Holcim (Australia) Pty Ltd	1,388.42	INV	13/12/2017	9403410688	Cnr Runnymede Gate & Lambeth Circle - 1 M3 concrete	377.30



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				INV	19/12/2017	9403423134	0.8 - Abingdon Park corner of Lambeth & Runnymede	377.30
				INV	19/12/2017	9403428957	.80m3 concrete	337.04
				INV	19/12/2017	9403420086	0.60m3 concrete	296.78
3607.1277-(Savage Garden Services	9,778.50	INV	20/12/2017	76	City Centre Litter Collection for December 2017	3,120.00
				INV	20/12/2017	78	Slash and clean up rubbish of laneways	350.00
				INV	20/12/2017	73	Slash and clean up rubbish at Campton Loop	1,456.00
				INV	19/12/2017	72	Slash and clean up rubbish at Campton Loop	828.00
				INV	20/12/2017	77	Maintenance of streetscape gardens at latitude 32	576.00
				INV	19/12/2017	74	Roundabout maintenance	3,448.50
3607.1282-(Sealanes (1985) Pty Ltd	255.00	INV	19/12/2017	F5463577	83245 Water Spring Peats Ridge 24 x 600ml	255.00
3607.1375-(Stewart & Heaton Clothing Co Pty Lt	89.13	INV	13/12/2017	SIN-2818755	1x T540 R087 Trouser Certified AS4824 Gold (Pants)	89.13
3607.1393-(Sunny Sign Company Pty Ltd	1,878.25	INV	19/12/2017	376090	Sign x 1	74.25
				INV	13/12/2017	375327	600 x 1200 Handrails with reflective Tape	1,749.00
				INV	19/12/2017	375638	No parking signs at Kwinana beach boat ramp	55.00
3607.1408-(Sylvia Ayton Snowden	58.85	INV	13/12/2017	4thDecember17	Reimbursement of Fruit & Veg for Christmas Party	58.85
3607.1423-(Telstra	8,970.40	INV	21/12/2017	1355246271Nov17	Mobile phone to 27/11/17	8,970.40
3607.1520-(Truck & Car Panel & Paint	385.00	INV	19/12/2017	00003827	1GIW674 - Panel & Paint repairs	385.00
3607.1524-(Turfmaster Facility Management	41,986.79	INV	19/12/2017	614889	Supply & Apply Baileys Grosorb Wetting Agent	41,986.79
3607.1530-(Wormald Australia Pty Ltd	2,681.25	INV	19/12/2017	7609804	Works from quote 7301 - The PA on the EVAC	709.50
				INV	19/12/2017	7619798	Depot - Repair Fire Hydrants on outside wall	294.25
				INV	19/12/2017	7609447	Fiona Harris Pavilion - Carry out works on quote	396.00
				INV	19/12/2017	7616976	Recquatic - Alarm has been isolated, please check	1,281.50
3607.1536-(Ulverscroft Large Print Books	238.51	INV	19/12/2017	1118991AU	Purchase Audio titles as selected online	238.51
3607.1595-(Wattleup Tractors	486.60	INV	13/12/2017	1240312	4358348X1 - Low Press Hydraulic 60 micron	486.60
3607.1609-(West Australian Newspapers Limited	880.00	INV	20/12/2017	Booking#3689676	Recquatic - Schools Out Coupons for SHP	880.00



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3607.1621-(Western Australian Treasury Corpora	664,098.67	INV	19/12/2017	Loan102-27/12/17	Loan #102 due 27/12/17 Knowledge	168,469.57
				INV	19/12/2017	Loan105-27/12/17	Loan #105 due 27/12/17 Bertram Ctr	10,536.83
				INV	19/12/2017	Loan104-27/12/17	Loan #104 due 27/12/17 Recquatic	67,837.50
				INV	19/12/2017	Loan106-27/12/17	Loan #106 due 27/12/17 Principal & Interest	71,491.02
				INV	19/12/2017	Loan#100-27/12/1	Loan #100 due 27/12/17 Youth Space	35,522.64
				INV	19/12/2017	Loan#99-27/12/17	Loan #99 due 27/12/17 Admin	67,994.91
				INV	19/12/2017	Loan#97-27/12/17	Loan #97 due 27/12/17 Principal & Interest	150,453.08
				INV	19/12/2017	Loan#98-27/12/17	Loan #98 due 27/12/17 S/Scape Principal & Interest	91,793.12
3607.1726-(Kyocera Document Solutions Australi	112.20	INV	13/12/2017	2811299515	1x SH-10 Staples for Kyocera Taskalfa 4551ci at Recquatic	112.20
3607.1760-(Hanson Construction Materials Pty L	380.60	INV	19/12/2017	70984730	1.20m3 concrete min load charge	380.60
3607.2021-(Subway Kwinana	69.30	INV	19/12/2017	36	Lunch Volunteer bushfires	69.30
3607.2097-(Beaver Tree Services Aust Pty Ltd	998.47	INV	13/12/2017	64874	Tree Watering - Week Ending 08/12/17	998.47
3607.2118-(Calista Primary School	100.00	RFD	19/12/2017	1166813	Refund bond Hall hire 14/12/2017	100.00
3607.2125-(Synergy	39,218.45	INV	19/12/2017	198511040Dec17	1132U Bore/BBQ/Lights Bruny Meander	406.50
				INV	19/12/2017	141057240Dec17	18476U Zone Youth Space	5,488.40
				INV	19/12/2017	179469390Dec17	4067U Bertram Community Centre	1,190.00
				INV	19/12/2017	135567600Dec17	58475U Darius Library and Resource Centre	15,840.10
				INV	19/12/2017	25836-080Dec17	6416U Kwinana Adventure Park	1,274.40
				INV	13/12/2017	129764890Dec17	6885U Lambeth Park POS	1,265.25
				INV	19/12/2017	118367820Dec17	6048U New Thomas Oval Pavilion	1,346.10
				INV	19/12/2017	657514270Dec17	0U 3 phase power supply oval	30.45
				INV	19/12/2017	201813230Dec17	2020U Mandogalup Station/Reserve Bore	704.70
				INV	13/12/2017	114826720Dec17	Usage to 011217 24U Bore Ind S/scapes Naval Base	36.95
				INV	19/12/2017	107029100Dec17	7894U Wellard Community Centre	2,116.15
				INV	13/12/2017	938812910Dec17	Usage to 301117 8369U Wandi Reserve	2,187.05
				INV	19/12/2017	144372270Dec17	3462U Thomas Oval Retic	493.15
				INV	19/12/2017	259587970Dec17	1317U Honeywood Irrigation	467.20
				INV	19/12/2017	149872970Dec17	8250U Incubator	2,461.55
				INV	19/12/2017	422268910Dec17	6995U Depot	1,726.85



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				INV	19/12/2017	958335710Dec17	9044U Orelia Oval	2,150.70
				INV	19/12/2017	214467920Dec17	12U BBQ/Lights Honeywood/Bruny Meander	32.95
3607.2224-(Prestige Catering & Event Hire	6,602.60	INV	19/12/2017	00021727	Catering 13/12/17 Library Function	534.60
				INV	19/12/2017	00021714	Local organisations Christmas function Catering	373.00
				INV	19/12/2017	00021728	Catering 13/12/17 OCM	521.00
				INV	19/12/2017	00021679	Local organisations Christmas function Catering	5,174.00
3607.2410-(ABCO Products	726.50	INV	19/12/2017	318357	15KG Cleanmax Urinal Blocks Lemon	726.50
3607.248-0'		Bunnings Building Supplies	921.32	INV	19/12/2017	2163/01559371	BP Plants for garden renewal	361.75
				INV	19/12/2017	2163/01558622	Thomas Kelly Paint for ceiling and walls	151.80
				INV	19/12/2017	2163/01558757	Thomas Kelly Paint for ceiling and walls	206.82
				INV	19/12/2017	2163/01248400	Gate fittings	200.95
3607.2492-(Yakka Pty Ltd	382.65	INV	19/12/2017	3028346	Uniforms	66.30
				INV	19/12/2017	3005890	Uniforms	182.05
				INV	19/12/2017	3026531	Uniforms	33.15
				INV	19/12/2017	3016797	Uniforms	101.15
3607.2512-(Konnect	334.90	INV	19/12/2017	1623007057	Angle grinder 125mm	334.90
3607.2646-(Neverfail Springwater	98.41	INV	19/12/2017	776576	Bottled water - Admin	30.28
				INV	19/12/2017	777277	Bottled water - Admin	68.13
3607.2846-(ENVIRONMENTAL HEALTH AUSTRALIA (SOU	376.10	INV	20/12/2017	SINV601706	10 x Aust Food Safety Assessment Pads	376.10
3607.3031-(Specialised Security Shredding	30.36	INV	19/12/2017	00221183	Specialised Security Shredding GC Bin Exchange	10.12
				INV	19/12/2017	00221176	Specialised Security Shredding GC Bin Exchange	20.24
3607.3036-(Freestyle Now	726.00	INV	19/12/2017	1727	Workshops 14/10 and 25/11	726.00
3607.3105-(Poly Pipe Traders	207.29	INV	13/12/2017	00087607	Fixed ring 100mm flange, Bolts,	76.60
				INV	13/12/2017	00087464	Spectrum on stake x25	23.75
				INV	13/12/2017	00088045	80mm PVC pipe	106.94
3607.3212-(Marketforce Pty Ltd	469.96	INV	13/12/2017	18198	WALGA C017/14 - Marketforce advertisement	222.31
				INV	13/12/2017	18199	WALGA C017/14 - Dalrymple drive advertisement	247.65
3607.3312-(Daniels Printing Craftsmen	1,090.10	INV	19/12/2017	49974	Kwinana Recquatic Term 1 Newsletter	1,090.10



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3607.3320-(Arbor Logic	528.00	INV	13/12/2017	00003748	Supply arbor report Tuart Tree	528.00
3607.3338-(AAA Blinds Port Kennedy	590.00	INV	19/12/2017	6627	The Zone - Roller blinds supplied - 1st Floor	590.00
3607.335-0'		City of Rockingham	102,856.51	INV	13/12/2017	95934	Contract agreement - Green waste tipping fees	102,856.51
3607.3375-(Starlight Children's Foundation of	50.00	INV	19/12/2017	Lyrik Donation	Donation from Bailey Ballard as part of Lyrik Award	50.00
3607.3387-(Department of Child Protection & Fa	100.00	RFD	19/12/2017	1214608	Refund bond Patio hire 06/12/2017	100.00
3607.342-0'		CJD Equipment Pty Ltd	3,740.00	INV	19/12/2017	1616944	Fork Frame & Tines set	3,740.00
3607.357-0'		BullAnt Security Pty	285.30	INV	19/12/2017	10,163,664	Medina Hall Please cut 1 x 3.6 key at Store Room	30.10
				INV	19/12/2017	10,164,409	Recquatic Attendance at site Friday 17/12/2017	255.20
3607.358-0'		Coastline Mower World	583.20	INV	19/12/2017	15399#12	Stihl Chain saw MS193t 50% share - Banksia/APU	583.20
3607.3596-(KLMedia Pty Ltd	21.55	INV	19/12/2017	1125440	Purchase Music CDs	21.55
3607.3608-(Foreshore Rehabilitation & Landscap	3,960.00	INV	20/12/2017	INV-4086	Harley Raking Firebreaks Reserves	3,960.00
3607.3867-(Paul John Neilson	467.30	INV	21/12/2017	21stDec2017	Reimb of Team Building Christmas function Planning	467.30
3607.3977-(MRP Osborne Park-General Pest/Termi	204.60	INV	19/12/2017	69506	Treatment of ants Depot	204.60
3607.407-0'		Winc Australia Pty Ltd	331.05	INV	19/12/2017	9023034263	Tea supplies for programs Term1 2018	126.49
				INV	19/12/2017	9023019529	Stationery/Cleaning Supplies City Assist	204.56
3607.4074-(Tanks for Hire	629.20	INV	19/12/2017	5635	Supply 1 X 2000L Hydration Tank ABC Rock Symphony	629.20
3607.4077-(Commarine	151.80	INV	13/12/2017	00011753	AMBER LED BLINKIE	151.80
3607.412-0'		Courier Australia	126.24	INV	19/12/2017	0313	Courier to 5/12/2017	25.36
				INV	19/12/2017	0312	Courier charges to 30/11/17	100.88
3607.413-0'		Covs Parts Pty Ltd	99.01	INV	19/12/2017	1650050405	Steel strapping 10kg 12 7mm	33.67
				INV	19/12/2017	1650049087	A23BP2 - BATTERY-ENERGIZER 12V 2PK A23, A23BP	41.65
				INV	19/12/2017	1650050420	ECR2025BS1 - LITHIUM COIN BATTERY 2025 PK 1	23.69
3607.42-01		Adventure World	560.00	INV	18/12/2017	264810	Payment for October Holiday Booking - Zone	560.00



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3607.4245-(ED Property Services	2,090.00	INV	19/12/2017	00001024	APU unit 70 kitchen cabinets renewal	1,760.00
				INV	19/12/2017	00001023	BP 13 Bright Rd replace bifold doors	330.00
3607.4258-(Industrial Roadpavers (WA) Pty Ltd	101,115.39	INV	21/12/2017	00003197	Johnson Road realignment - Claim No. 3	101,115.39
3607.4279-(Data #3 Limited	1,889.00	INV	13/12/2017	01675101	2x Dell Switch N1108P-ON for Works Depot	1,889.00
3607.4301-(Pedersens Hire & Structures	1,096.03	INV	19/12/2017	47527	Local Orgs Christmas function - 8 December 2017	1,096.03
3607.4412-(JB Hi-Fi Rockingham	99.00	INV	19/12/2017	102612446-100	Purchase of a Bluetooth Speaker.	99.00
3607.4719-(Complete Office Supplies Pty Ltd	259.53	INV	13/12/2017	07219622	Kliki USB Car Charger Dual Port Black DATA282, etc	203.59
				INV	19/12/2017	07201182	Zone stationery Diary	32.95
				INV	19/12/2017	07222257	Stationery Depot	22.99
3607.4790-(Spotlight Pty Ltd	43.99	INV	19/12/2017	0065032990279	Calico roll 10m for Boredom Busters	43.99
3607.483-0'		Landgate	767.27	INV	13/12/2017	335291-10001098	GRV Schedule # G2017/23 - 04/11/17 to 17/11/17	767.27
3607.4861-(Big W	698.00	INV	19/12/2017	953742	Prizes Recquatic	514.00
				INV	19/12/2017	953630	Darius Wells Fan for Reception area	49.00
				INV	19/12/2017	953616	Hampers Twilight Christmas Markets	135.00
3607.5233-(LJ Hooker Settlements	767.04	INV	18/12/2017	12.5	Rates Refund	767.04
3607.5321-(Animal Pest Management Services	14,380.30	INV	20/12/2017	A-17363	Fox and Rabbit Control	10,734.90
				INV	19/12/2017	A-17361	Coastcare Project Challenger Fox Control	1,947.00
				INV	20/12/2017	A-17362	Additional sites for the release of RHDV	1,698.40
3607.5506-(Peel Group Riding for the Disabled	3,080.00	INV	19/12/2017	KS015434	14 x Kidsport Vouchers at \$200 each	3,080.00
3607.5520-(Master Lock Service	1,353.00	INV	19/12/2017	00004764	Rekey electrical cabinet at Wellard Village	200.00
				INV	19/12/2017	00004774	Fiona Harris Pavilion - Install replacement locks	410.00
				INV	19/12/2017	00004775	Administration - Supply and install door closer	330.00
				INV	19/12/2017	00004780	APU unit 45 take broken key from rear door	105.00
				INV	19/12/2017	00004782	BP villa 62 supply and install a key safety box	182.00
				INV	19/12/2017	00004754	Rekey 2 x cabinets housing play stations at Lib	126.00
3607.5581-(Totally Workwear Rockingham	76.23	INV	13/12/2017	RK3244.D1	K22400-BLA-8 Superlite mesh lace 8 black - Marion	76.23
3607.560-0'		Goodchild Enterprises	181.50	INV	19/12/2017	518614	Bosch 58515-S3+ Battery	181.50



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3607.572-0		Fire & Emergency Services, Dept of	1,509,739.96	INV	19/12/2017	146310	2017/18 ESL Quater 2 payment - ESL	1,509,739.96
3607.5743-(Programmed Maintenance Services Ltd	10,017.52	INV	19/12/2017	SINV512397	BP & APU Gardening & Lawn mowing Dec 17	10,017.52
3607.5750-(Kev's Wheelie Kleen	214.50	INV	19/12/2017	5899	Bin cleaning - Darius Wells	214.50
3607.5823-(Accord Security Pty Ltd	12,766.09	INV	19/12/2017	00022156	Supply of crowd controllers/security Rock Symphony	9,514.10
				INV	19/12/2017	00022155	Security Officer at Darius Wells Library	3,251.99
3607.583-0		Flexi Staff Pty Ltd	3,284.68	INV	19/12/2017	183604	Temp staff w/e 09/12/17	1,826.00
				INV	13/12/2017	183223	Temp staff week ending 02/12/17	1,458.68
3607.5841-(Mandurah Volkswagen	599.85	INV	19/12/2017	VWCSM11794	KWN2077 Service	599.85
3607.5975-(Shane Craig Beresford	175.00	INV	20/12/2017	13thDecember17	Reimbursement for ICT Team Milestone reward	175.00
3607.5996-(CMS Engineering Pty Ltd	886.60	INV	19/12/2017	26247	Recquatic - Repairs to Cafe AC not functioning	886.60
3607.6091-(Plants & Garden Rentals	110.00	INV	21/12/2017	00011261	Plant hire Darius Wells Jan 2017	110.00
3607.6267-(Woolworths Group Limited	1,476.73	INV	19/12/2017	2995231	Cafe Supplies	55.59
				INV	19/12/2017	2995222	Cafe Supplies	72.21
				INV	19/12/2017	2988549	Food supplies Recquatic	141.95
				INV	19/12/2017	24663375	Groceries for catering	107.91
				INV	19/12/2017	2995243	Purchase of food items for drop in	90.55
				INV	19/12/2017	2995232	Farewell Morning Tea for Library	99.75
				INV	19/12/2017	2995241	Harvey Fresh Milk x 2	4.40
				INV	19/12/2017	2988539	Catering items for Thank A volunteer Day 2017	223.72
				INV	19/12/2017	2995213	Cafe Supplies	47.10
				INV	19/12/2017	24722116	Groceries - Admin	207.90
				INV	19/12/2017	2995209	Grocery items	221.60
				INV	13/12/2017	2995223	Supplies for Seniors Christmas Party	53.00
				INV	19/12/2017	2995216	Groceries Library	64.94
				INV	19/12/2017	2995210	Cafe Supplies	86.11
3607.6289-(Clockwork Print	226.60	INV	19/12/2017	42891	Dive Entries Permitted Roster Sign	96.80
				INV	19/12/2017	42850	Kwinana Recquatic 'selfie' frame free standing	129.80
3607.6370-(Elexacom	12,237.91	INV	19/12/2017	22111	Incubator & IT Offices - various light repairs	1,002.00



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				INV	19/12/2017	22051	Thomas Oval - Repair Security Lights & fluros	134.37
				INV	19/12/2017	22115	Ken Jackman Hall - repair to outlet Circuit R11	77.00
				INV	19/12/2017	22114	APU unit 44 replace light bulb to pathway light	49.72
				INV	19/12/2017	22122	Recquatic - Re-configure CBus system	1,076.60
				INV	19/12/2017	22123	Orelia Oval Lights - Hockey Club - Light towers	3,374.47
				INV	19/12/2017	22104	BP Clubhouse replace light bulb	87.18
				INV	19/12/2017	22053	Orelia Oval Pavilion - Repair to EM Lights	977.63
				INV	19/12/2017	22055	Edge Skate Park - USB Covers Repair	616.18
				INV	19/12/2017	22113	Administration - Dim Lights in Finance Office	77.00
				INV	19/12/2017	22054	Administration - Investigate Meters and the link	123.75
				INV	19/12/2017	22112	Requatic - Repair lights lower female toilets	46.75
				INV	19/12/2017	22011	The Zone testing and tagging of various new items	100.10
				INV	19/12/2017	22009	Recquatic - Ladies wetside toilets - lights	110.00
				INV	19/12/2017	22124	Recquatic - investigate & repair stadium lights	1,809.90
				INV	19/12/2017	22120	Recquatic - Ceiling Lights in Vacation Care Room	324.28
				INV	19/12/2017	22109	Challenger Beach Public Toilets: Preventative Mtce	1,190.50
				INV	19/12/2017	22012	Sandringham Park - Exposed cables in light pole	181.64
				INV	19/12/2017	22118	Medina Hall - Arcing noise coming from ceiling	93.50
				INV	19/12/2017	22010	Recquatic - Lost power to the pool pumps	675.68
				INV	19/12/2017	22103	BP villa 56 replace faulty light switch	109.66
3607.662-0'		Green Skills Inc / Ecojobs	2,076.80	INV	19/12/2017	P582	Greenstock Maintenance for season 2017/2018	2,076.80
3607.664-0'		StrataGreen	812.51	INV	19/12/2017	90749	Tools Various	812.51
3607.6700-(Sprayking WA Pty Ltd	12,053.62	INV	13/12/2017	00001494	November - chemical weed control Footpaths	3,257.30
				INV	13/12/2017	00001492	November - chemical weed control of Hardstand	8,796.32
3607.6707-(Labourforce Impex Personnel Pty Ltd	5,712.72	INV	19/12/2017	134342	Temp staff w/e 10/12/17 Temp	2,199.20
				INV	13/12/2017	134177	staff Week Ending 02/12/17	1,756.76



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				INV	19/12/2017	133271	Temp w/e 29/10/17	1,756.76
3607.6834-(S & L Engineering	647.61	INV	13/12/2017	N9942	Scheduled service to air compressor 04/12/17	647.61
3607.69-01		Alinta Gas	69.85	INV	19/12/2017	282999778Dec17	260U Leda Hall to 041217	69.85
3607.7151-(AMNS Designs	1,350.00	INV	19/12/2017	043	Facilator for Pin It term 4	1,350.00
3607.7237-(Dee Roche Leadership Development	1,650.00	INV	19/12/2017	00001277	Values Program - 3 Keynote Sessions (half day)	1,650.00
3607.7331-(Farid Karami	50.00	INV	20/12/2017	1026431	360L Recycle Bin Upgrade Fee Refund	50.00
3607.7339-(Bailey Ballard	250.00	INV	19/12/2017	Lyrik Awards 17	Lyrik Awards Round 22 - Incentive Payment	250.00
3607.7369-(Specialised Tree Lopping	4,004.00	INV	19/12/2017	1711.6-7	APU/BP prune, remove trees and stump grind	4,004.00
3607.7401-(As Clean As A Whistle	198.00	INV	19/12/2017	00004068	APU unit 17 vacate clean	198.00
3607.7436-(Action Glass Pty Ltd	7,539.73	INV	19/12/2017	B58756	Recquatic - removed and reglaze cracked mirror	1,180.41
				INV	19/12/2017	B58527	Repair Glass bi fold doors at Recquatic	539.77
				INV	19/12/2017	B57385	John Wellard CC - Reglaze broken panel & secure	5,819.55
3607.7510-(Janry Masiglat Budomo	360.00	INV	19/12/2017	A/N20647	Crossover subsidy rebate	360.00
3607.7595-(7th Heaven Enterprises	1,000.00	INV	19/12/2017	#57	Local Orgs Christmas function Entertainment	1,000.00
3607.7605-(Flying Canape	733.00	INV	19/12/2017	11443	Catering Education Scholarship Function	733.00
3607.762-0'		Blackwood & Sons Ltd	889.85	INV	20/12/2017	KWNS5362	Items returned and replaced containers depot	343.86
				INV	13/12/2017	KW0739OF	MVE013 - Ladies Vest Poly X-back	10.45
				INV	20/12/2017	KWNT3230	Items returned and replaced containers depot	18.48
				INV	20/12/2017	KW3957OJ	08724210 ALLTHREAD ROD STL ZP BSW 3FTX5/16	435.40
				INV	20/12/2017	PE3960OJ	08724210 ALLTHREAD ROD STL ZP BSW 3FTX5/16	28.60
				INV	20/12/2017	KW3958OJ	Paint spray paint dymark pink	53.06
3607.7682-(Adam James Prestage	2,800.00	INV	20/12/2017	13thDecember17	Reimbursement of Study Fees	2,800.00
3607.7937-(Kerb Direct Kerbing Pty Ltd	5,566.02	INV	13/12/2017	2607	Supply & install Kerb	3,613.97
				INV	20/12/2017	2610	Supply and install kerbing	1,952.05
3607.8133-(Glen Flood Group Pty Ltd	338.25	INV	13/12/2017	INV-0609	Service Review Discussion - Fleet Management	338.25



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3607.8224-(Axiis Contracting	82,611.64	INV	19/12/2017	3348	Contract 611KWN16 Cockman Way Orelia	73,953.07
				INV	19/12/2017	3348	GST component adjustment	7,395.31
				INV	19/12/2017	3349	Moombaki Ave - Footpath	1,263.26
3607.8346-(Skateboarding WA	3,547.50	INV	19/12/2017	INV-0401	SWA Clinic 21/10/17	412.50
				INV	19/12/2017	INV-0381	SWA Clinic 11/11/17	412.50
				INV	19/12/2017	INV-0382	22/10/17 Jam Sesh Comp	715.00
				INV	19/12/2017	INV-0422	Edge Skatepark Grand Opening	2,007.50
3607.8497-(Bertram Primary School P & C	74.75	INV	19/12/2017	IJ2375848	Donation for the Community Bus Hire for performers	74.75
3607.853-0'		Kwinana South Bush Fire Brigade	200.00	INV	18/12/2017	141217	Hazard Reduction Burn Marri Park	200.00
3607.8579-(Margarita Agnes Nutt	250.00	INV	19/12/2017	20170128	Seniors Security Subsidy Scheme	250.00
3607.8735-(Craig McAllister Entertainment	200.00	INV	19/12/2017	180525	Deposit Volunteer Quiz Night May 2018	200.00
3607.8894-(Landscape and Maintenance Solutions	30,046.43	INV	13/12/2017	INV-0486	Broadacre mowing of Sportsgrounds	15,768.62
				INV	13/12/2017	INV-0377	Broadacre mowing of Sportsgrounds	4,238.25
				INV	13/12/2017	INV-0484	Mowing Maintenance of Rockingham/Patterson Rds	1,859.95
				INV	13/12/2017	INV-0485	Passive and Streetscape mowing	8,179.61
3607.8899-(Majestic Plumbing	8,808.25	INV	19/12/2017	209417	BP villa 32 repair to leaking HWS	85.80
				INV	19/12/2017	209408	BP 13 Bright Rd re-light and bleed HWS	171.60
				INV	19/12/2017	209396	APU unit 70 repair to leaking taps	217.80
				INV	19/12/2017	209393	APU unit 40 hand wash basin outlet	210.10
				INV	19/12/2017	209395	APU 51 repair to grill not igniting	288.20
				INV	19/12/2017	209414	Repairs to leaking valves-Recquatic	341.00
				INV	19/12/2017	209413	Repairs to female toilet-Incubator	206.80
				INV	19/12/2017	209399	Repair water cooling unit in staffroom- Admin	171.60
				INV	19/12/2017	209409	BP villa 32 replace unserviceable HWS	1,571.90
				INV	19/12/2017	209392	Repair blocked toilet - William Bertram Ctre	210.10
				INV	19/12/2017	209416	BP villa 48 install new instantaneous HWS	1,769.90
				INV	19/12/2017	209394	Repair blocked toilet Darius Wells Business	182.60
				INV	19/12/2017	209086	Incubator - Female toilet blocked Replaced	210.10
				INV	19/12/2017	209401	pipes to sink - Littel Rascals	199.10
INV	19/12/2017	209412	BP villa 25 replace garden tap/pipe in front	413.60				
INV	19/12/2017	209400	Little Rascals serviced hot water system	477.14				
INV	19/12/2017	209402	Repair basin tap - Parmelia House	193.60				



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				INV	19/12/2017	208997	Repairs to disabled toilet - Wells Park	713.63
				INV	19/12/2017	209415	Repairs to burst pipe-Medina Oval	370.15
				INV	19/12/2017	209411	Service HWU - Depot	171.60
				INV	19/12/2017	209143	APU 38 replace leaking kitchen outlet	237.58
				INV	19/12/2017	209418	APU unit 39 investigate water hammer	176.55
				INV	19/12/2017	209144	APU unit 41 outlet not swivelling at laundry spout	217.80
3607.8905-(Kelli Anne Hayward	600.00	INV	21/12/2017	21stDec2017	Finance Team Milesotne Lunch 12 x \$50 each	600.00
3607.8983-(Parmelia News Delivery	47.20	INV	13/12/2017	2499	The West Australian newspaper 06/11/17 to 03/12/17	47.20
3607.9047-(StarWest Party Supplies	966.00	INV	19/12/2017	1201	Part Payment - Summer Series Movie Nights	966.00
3607.905-0'		Local Government Professionals	2,020.00	INV	19/12/2017	7212	2017/18 Corporate Council Membership Subscription	2,020.00
3607.9081-(Kwinana Smash Repairs	403.04	INV	20/12/2017	14,028	KWN1982 Repairs	403.04
3607.9117-(Gaye McMath	1,980.00	INV	13/12/2017	2	Independent Audit Committee Member sitting fees	1,980.00
3607.9320-(Flat Line Photography	170.50	INV	19/12/2017	IV00000000002	Provision of photography services Lyrik Ceremony	170.50
3607.9491-(Espresso Essential WA	331.88	INV	20/12/2017	81082/01	Coffee Supplies from Essential Coffee	331.88
3607.9508-(Brendan Joel Productions	1,250.00	INV	19/12/2017	170049	Promotional video for Celebrate All Abilities	1,250.00
3607.9623-(Sustainaspace	220.00	INV	19/12/2017	2	Working drawings for Heritage Shed Smirks Cottage	220.00
3607.9627-(Prostate Cancer Foundation of Austr	50.00	INV	18/12/2017	141217	Lyrik Awards Round 22 Donation	50.00
3607.9629-(Beryl Godden	321.49	INV	18/12/2017	12.3	Rates Refund	321.49
3607.9630-(Ronald John Schuller	110.52	INV	18/12/2017	12.4	Rates Refund	110.52
3607.9633-(Calum Earnshaw	250.00	INV	19/12/2017	Lyrik Award 2017	Lyrik Awards - Round 22 - Incentive Payment	250.00
3607.9634-(Jodi Maina	100.00	RFD	19/12/2017	1205929	Refund bond Patio hire 17/11/2017	100.00
3607.9635-(Kingsley Primary School	175.60	RFD	19/12/2017	1200693	Refund bond Patio hire 13/11/2017	100.00
				INV	19/12/2017	19thDec2017	Refund of Patio hire due to no power - 13/12/17	75.60
3607.9636-(Amy Bauer	100.00	RFD	19/12/2017	1174333	Refund bond Patio hire 18/12/2017	100.00
3607.9637-(Carol Jeapes	100.00	RFD	19/12/2017	1157175	Refund bond Patio hire 17/12/2017	100.00



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3607.9638-(Helene Nae	100.00	RFD	19/12/2017	1110486	Refund bond Patio hire 18/6/2017	100.00
3607.9639-(Linda Wulff	100.00	RFD	19/12/2017	1145292	Refund bond Hall hire 25/7/2017	100.00
3607.9640-(Mee Lim Foo	540.00	INV	19/12/2017	A/N23132	Crossover subsidy rebate	540.00
3607.9641-(Richard Colin Ward	360.00	INV	19/12/2017	A/N21487	Crossover subsidy rebate	360.00
3607.9642-(Cassarandra Jane Skinner	360.00	INV	19/12/2017	A/N21490	Crossover subsidy rebate	360.00
3607.9643-(Patrice Elaine Duffy	540.00	INV	19/12/2017	A/N23272	Crossover subsidy rebate	540.00
3607.9644-(Hayley Lynn Kennedy	540.00	INV	19/12/2017	A/N21606	Crossover subsidy rebate	540.00
3607.9645-(Samantha Jade Szkirpan	360.00	INV	19/12/2017	A/N22702	Crossover subsidy rebare	360.00
3607.9646-(Christine Anne Inwood	540.00	INV	19/12/2017	A/N23056	Crossover subsidy rebate	540.00
3607.9648-(Sarah Catherine Prestage	50.00	INV	19/12/2017	1027349	Refund - 360L Recycle Bin upgrade fee	50.00
3607.9649-(Edna Dianne Brown	137.45	INV	20/12/2017	13thDecember2017	Reimbursement for Records Team Milestone	137.45
3607.9650-(Michelle Deanne Forsyth	50.00	INV	20/12/2017	1063603	360L Recycle Bin Upgrade Fee Refund	50.00
3607.9651-(Marcus Sacha Picciolo	50.00	INV	20/12/2017	961100	360L Recycle Bin Upgrade Fee Refund	50.00
3607.9652-(Thomas Jackson	250.00	INV	20/12/2017	13122017	Entertainment - Snrs Christmas Morning Tea	250.00
3607.9653-(Jessica Sekeres	100.00	RFD	20/12/2017	1220589	Refund Security Deposit - The Patio	100.00
3607.9654-(Katrina Kovacevic	100.00	RFD	20/12/2017	1161907	Refund Security Deposit The Patio	100.00
3607.9655-(Katie Rasulova	100.00	RFD	20/12/2017	1207870	Refund Security Deposit The Patio	100.00
3607.9656-(Richmond Wellbeing	300.00	RFD	20/12/2017	1205797	Refund Security Deposit Ken Jackman Hall	300.00
3607.9657-(Coles Pty Ltd	200.00	RFD	20/12/2017	1167148	Refund Security Deposit - Medina Hall	200.00
3608	21/12/2017	EFT TRANSFER: - 21/12/2017	15,020.02					
3608.2853-(Maxxia Pty Ltd	5,324.37	INV	20/12/2017	PY01-13-Maxxia P	Payroll Deduction	2,140.35
				INV	12/12/2017	100329020171130	Being Employee NET ITC for period 1/11 to 30/11	668.86
				INV	20/12/2017	PY01-13-Maxxia P	Payroll Deduction	2,515.16
3608.3376-(Health Insurance Fund of WA (HIF)	1,235.65	INV	20/12/2017	PY01-13-Health I	Payroll Deduction	1,235.65
3608.3719-(City of Kwinana - Xmas fund	8,460.00	INV	20/12/2017	PY01-13-TOK Chri	Payroll Deduction	8,460.00
3609	22/12/2017	EFT TRANSFER: - 27/12/2017	221,406.00					
3609.153-0'		Australian Taxation Office	221,406.00	INV	11/12/2017	PY99-13-Australi	Payroll Deduction	21,362.00
				INV	20/12/2017	PY01-13-Australi	Payroll Deduction	200,044.00



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3610	22/12/2017	EFT TRANSFER: - 27/12/2017	2,771.75					
3610.565-0'		Bright Futures Family Day Care - Pa	1,425.78	INV	22/12/2017	181217-311217-1	FDC Payroll 18/12/17-31/12/17 File1	1,425.78
3610.568-0'		Bright Futures In Home Care - Payro	1,345.97	INV	22/12/2017	181217-311217-1	IHC Payroll 18/12/17-31/12/17 File 1	1,345.97
Total EFT			5,807,277.52					
Payroll								
PY01-12	6/12/2017	Payroll	619,237.80					
PY99-13	11/12/2017	Payroll - Interim	35,057.76					
PY01-13	20/12/2017	Payroll	621,385.57					
Total Payroll			1,275,681.13					
Grand Total			7,125,281.45					

17 Urgent Business

Nil

18 Councillor Reports

18.1 Councillor Wendy Cooper

Councillor Wendy Cooper reported that she had attended the Wellard and Honeywood Primary School openings.

Councillor Cooper advised that she had attended the City of Kwinana Australia Day event which included the Citizenship Ceremony which was very exciting.

Councillor Cooper mentioned that she had attended the Western Harbours Alliance Westport Forum.

Councillor Cooper passed on her thanks to the City Officers for organising the Thank You Event for the Lolly Run volunteers.

Councillor Cooper reported that she had attended the Access and Inclusion Workshop.

Councillor Cooper advised that she had attended Development Assessment Panel Training which was very interesting.

Councillor Cooper mentioned that she had attended the Events Working Group which was interesting and she added that the work the City Officers do is greatly appreciated.

Councillor Cooper reported that she had attended the Multicultural Advisory Group Meeting.

Councillor Cooper advised that the SMRC news is that China had withdrawn the acceptance of Australian rubbish they will be going through quite a process in the upcoming months working out the pros and cons and looking to see if there will be a rise in collection costs and how it will affect Councils.

18.2 Councillor Matthew Rowse

Councillor Matthew Rowse passed on his thanks to the City Officers for the Australia Day event it was fantastic.

18.3 Councillor Dennis Wood

Councillor Dennis Wood reported that he had attended the Australia Day event and passed on his thanks to the City Officers and commented that he felt it had been the best Australia Day celebration the City has had.

Councillor Wood advised that he had attended the Access and Inclusion Meeting.

19 Response to Previous Questions

Nil

20 Mayoral Announcements (without discussion)

Mayor Carol Adams reported that there has been an overview of the Events Working Group and there was quite a bit of discussion Australia Day event and for it to stay at the Kwinana Adventure Park.

The Mayor advised that she had attended the Premiers Launch of Infrastructure WA for projects over 100 million dollars. The Mayor added that she then had a subsequent 40 minute ABC interview along with Mr Phil Davies, the CEO of Infrastructure Australia where she was able to discuss the Westport proposal.

The Mayor mentioned that she had attended numerous events and commitments since her last report on 17 January 2018 and that matters of note are:

- Australia Day Celebrations, Community Awards and Citizenship Ceremony
- Western Harbours Alliance Westport Forum
- Official opening of Wellard Primary School and Honeywood Primary School by the Education Minister, the Hon.Sue Ellery MLC.
- Community Safety Forum for Medina Shop Owners
- Thank you for the Lolly Run Volunteers and event debrief
- Official WA launch of Chemical Company, A. S. Harrison
- Presentation to Bendigo Bank small business function
- Outer Harbour presentation to Marion Boswell, Labour Candidate for the Federal Seat of Tagney

The Mayor reported that she would like to advise that WALGA is conducting a 4 month Members First program and this includes an Engagement Strategy as part of our renewed focus on identifying and meeting member needs.

What has become evident is that many Elected Members do not fully appreciate the broad range of services and support that is available from WALGA or indeed the policy and advocacy work that the Association does, particularly since the election of new Councillors last year.

WALGA Member Advisor program. If successful, it will roll out in the 2018/2019 year and forward.

The WALGA Member Advisor program proposes to provide Councils and Elected Members with information and resources from a trusted peer "Member Advisors" The advisors will attend an ordinary Council meeting of each member allocated Council over the course of the trial program and also be contactable via confidential email and phone call to individual Elected Members regarding any questions they may have in undertaking their roles on Council.

The Advisors will be able to act on a referral basis and in consultation with the Councillor may refer issues to the various areas of WALGA for assistance.

20 MAYORAL ANNOUNCEMENTS (WITHOUT DISCUSSION)

Four people have been selected to be Member Advisors for the trial period, namely three State Councillors, myself, Cr Karen Chappel (Morawa) and Cr Stephen Strange (Bruce Rock) and Cr Paul Omodei who is President of Manjimup and also an LGIS Board Member.

The Mayor explained that she has been allocated six metropolitan councils to cover, but in reality she will only be able to attend 4 council meetings due to clashes.

The Mayor, on a very sad note advised the Councillors of the passing of long time City of Kwinana employee Sandy Gossage, whom passed away over the weekend. The Mayor explained that Sandy was a valued employee of 19 years' service and a friend to many. The Mayor announced that in line with our council policy the City will fly our flags at half-mast on Monday and pass on our sincere sympathy to Sandy's family.

21 Matters Behind Closed Doors

21.1 Request for Extension of Financial Close Date for Waste Supply Agreement with Kwinana WTE Project Co Pty Ltd

COUNCIL DECISION

092

MOVED CR P FEASEY

SECONDED CR W COOPER

That in accordance with Sections 5.23(2)(c) of the Local Government Act 1995, Council move behind closed doors to allow discussion of the Matter Behind Closed Doors items.

CARRIED
7/0

DECLARATION OF INTEREST:

Mayor Carol Adams declared an impartiality interest due to a close friend being a Director of one of the companies.

Mayor Carol Adams left the Council Chambers at 7:58pm before the item was discussed, Deputy Mayor Peter Feasey took the position as the Chair.

The public exited the Council Chambers at 7:58pm.

COUNCIL DECISION

093

MOVED CR S MILLS

SECONDED CR D WOOD

That Council:

1. Approve the extension for the Financial Close to 31 March 2018 through a Deed of Variation to the City of Kwinana Waste Supply Agreement with Kwinana WTE Project Co Pty Ltd.
2. Authorise the Mayor and Chief Executive Officer to execute the Deed of Variation to the Waste Supply Agreement with Kwinana WTE Project Co Pty Ltd on behalf of the City of Kwinana (as per Attachment B).

CARRIED
6/0

21.1 REQUEST FOR EXTENSION OF FINANCIAL CLOSE DATE FOR WASTE SUPPLY AGREEMENT
WITH KWINANA WTE PROJECT CO PTY LTD

COUNCIL DECISION

094

MOVED CR W COOPER

SECONDED CR M KEARNEY

That Council return from Behind Closed Doors.

**CARRIED
6/0**

The Mayor returned to the Council Chambers at 8:01pm and resumed her position as the Chair.

22 Meeting Closure

The Mayor declared the meeting closed at 8:04pm.

Chairperson: _____

28 February 2018