Ordinary Council Meeting

27 March 2019

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:

DEPUTY MAYOR P FEASEY
CR W COOPER
CR M KEARNEY
CR S LEE
CR M ROWSE
CR D WOOD

MRS M COOKE	-	Acting Chief Executive Officer
MR A HARDING	-	Acting Director City Regulation
MS C MIHOVILOVICH	-	Director City Strategy
MR D ELKINS	-	Director City Infrastructure
MS M BELL	-	Director City Legal
MS F GRIEVES	-	Acting Director City Engagement
MR P NEILSON	-	Manager Planning and Development
MR D MONTEIRO	-	Manager Environmental Health
MR T HOSSEN	-	Lawyer
MS A MCKENZIE	-	Council Administration Officer

Members of the Press	1
Members of the Public	8

1 Declaration of Opening:

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

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

2 Prayer:

Councillor Sandra Lee read the Prayer

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

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

Apologies

Mayor Carol Adams

Leave(s) of Absence (previously approved):

Councillor Sheila Mills

4 Public Question Time:

4.1 Tim Hall, Parmelia

Question 1
I want to know what you are going to do about the pigeon and crow problem along my road?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that item 12.1 on tonight's Council agenda, details the proposed plan in regard to pigeon management. The Acting Chief Executive Officer further advised that the approach that is being proposed is a combination of initiatives, which will include trapping of pigeons in the Medina / Calista area, educating the community around what feed is appropriate for feeding the pigeons and provides opportunities for residents who have problems with pigeons either roosting or flocking to their properties, to actually undertake measures to protect their properties from that occurring.

Question 2
Will we investigate the sources of the problem, for example, bird feeders?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that the source of the problem has been identified and the City is proposing a number of initiatives to tackle it. The City will be educating residents in relation to appropriate feeding and ensuring that residents are complying with the City's Local Law.

Question 3
The pigeon issue is drawing crows, an intense amount of crows, I have counted 100 crows out the front of my house during the week, it is a very intense problem with noise and their faeces everywhere, will that be included in the pigeon issue?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that the City is focusing on pigeon management initially. The ravens tend to follow the pigeons and establish their own behaviours. Once the City starts to remove some of the feeding issues, undertake the trapping exercises, educate residents and carry out works on City reserves (around public bins and its lids), then an analysis of the effectiveness of these initiatives and other bird life issues will be carried out.

4 PUBLIC QUESTION TIME

4.2 John Huxtable, Parmelia

Question 1
I have had problems with pigeons for many years, I would like to ask how long do you expect it is going to take to educate these two ladies whom are feeding these pigeons on a regular basis?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that part of the officer recommendation is not only about feeding but also ensuring any person feeding birds is doing so in accordance with the City's Local Law. The Acting Chief Executive Officer further advised that the City will educate residents about feeding and if people do not comply with the requirements, infringements may be issued.

Question 2
Why are those people allowed to feed those vermin?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that the Local Law allows for feeding of the pigeons using natural source foods and through an appropriate mechanism so that it does not spread disease or result in an amenity impact to other properties. The Acting Chief Executive Officer further advised that there is an allowable feeding regime available to residents.

Question 3
I feed the native birds, they do not cause a problem to any others, I am wondering how long the pigeons are going to be allowed to take over the food I put out for the native birds?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that the Management Strategy is being presented to the Elected Members this evening for consideration. The Acting Chief Executive Officer further advised that should Council adopt the officer recommendation, the initiatives will commence promptly and the City will monitor how effective these are to then determine if further initiatives are required.

4 PUBLIC QUESTION TIME

4.3 Phil Cleaver, Medina

Question 1
When will the CCTV be installed at Pace Road, Medina?

Response
The Deputy Mayor took the question on notice.

4.4 Jenny Hartley, Parmelia

Question 1
With the pigeons, yes they are an issue in Medina but a lot of their food sources are also at CBH, the grain terminal, so are you working with them to eradicate the pigeons there?

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

The Acting Chief Executive Officer advised that the City has identified, through our investigation, that there are commercial premises that the City would have to consult with.

Ms Hartley stated that she believes that they are a very big stakeholder due to the large amount of grain around there. Ms Hartley stated that she would recommend live trapping.

The Acting Chief Executive Officer advised that the strategy has not recommended the use of chemical control, the City are proposing and recommending live trapping.

Question 2
The sirens that go off on the strip, KIPS oversees them, I understand that through KIPS they have to be checked regularly but residents are hearing these alarms going off at night and day and going for some time, where do we find out when the testing times for the strip and where do we find out what the issues are, because at night you hear these alarms and we are none the wiser to what exactly is going on?

Response
The Deputy Mayor took the question on notice.

Question 3
If this issue of the overcharging of electricity bills is affecting residents and their bills, how many of Council's facilities may it also be affecting and what investigations are being done there?

Response
The Deputy Mayor took the question on notice.

Question 4
Verge pick up, they have a job to do but can Council get them to have a duty of care and have a little bit of consideration for home owners that have done something nice to their verge? They dig up trees and rip up lawns.

Response
The Deputy Mayor referred the question to the Acting Chief Executive Officer.

4 PUBLIC QUESTION TIME

The Acting Chief Executive Officer advised that it is a contract of the City, if there has been damage undertaken to the verge the residents need to contact the City at the time the damage was made. The City will then notify the contractor.

Question 5
We have major crime in this area as per all areas, Neighbourhood Watch was in the area and there are a few people really interested to get this up and running again, what can Council do to assist? We need to do something for the residents, how can we best do this?

Response
The Deputy Mayor referred the question to the Acting Director City Engagement.

The Acting Director City Engagement advised that the City had recently received funding for a Community Safety Officer, which the City will commence recruiting for in the near future. The Acting Director City Engagement further advised that contact with interested community members can be made to inform them of the Community Safety Officer role and opportunities.

5 Applications for Leave of Absence:

Nil

6 Declarations of Interest by Members and City Officers:

Nil

7 Community Submissions:

Nil

8 Minutes to be Confirmed:

8.1 Ordinary Meeting of Council held on 13 March 2019:

COUNCIL DECISION

419

MOVED CR D WOOD **SECONDED CR M KEARNEY**

That the Minutes of the Ordinary Meeting of Council held on 13 March 2019 be confirmed as a true and correct record of the meeting.

CARRIED
6/0

8.2 Audit Committee Meeting held on 11 March 2019:

COUNCIL DECISION

420

MOVED CR S LEE **SECONDED CR M KEARNEY**

That the Minutes of the Audit Committee Meeting held on 11 March 2019 be confirmed as a true and correct record of the meeting.

CARRIED
6/0

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

9.1 Annual Compliance Audit Return 2018

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Department of Local Government, Sport and Cultural Industries has circulated to all Western Australian Local Governments the annual Compliance Audit Return for completion. The return covers the period 1 January 2018 to 31 December 2018. The return is a requirement of the Department of Local Government, Sport and Cultural Industries and monitors the local government's compliance with the *Local Government Act 1995* and its Regulations.

The function of the Audit Committee includes reviewing the effectiveness of the local government's systems in regard to risk management, internal control and legislative compliance which includes the Compliance Audit Return.

The Compliance Audit Return 2018 is included at Attachment A.

OFFICER RECOMMENDATION:

That the Audit Committee:
1. Reviews the Compliance Audit Return 2018.
2. Recommends that Council adopt the Compliance Audit Return 2018 as detailed in Attachment A.

COMMITTEE RECOMMENDATION:

That Council adopt the Compliance Audit Return 2018 as detailed in Attachment A.

DISCUSSION:

Each year Western Australian Local Governments are required to complete a Compliance Audit Return (CAR) for the Department of Local Government, Sport and Cultural Industries (the Department) in accordance with the *Local Government Act 1995*.

The Department has circulated to all Western Australian Local Governments for completion its annual CAR, covering the review period 1 January 2018 to 31 December 2018. The return is a means of monitoring compliance with the requirements of the *Local Government Act 1995* and its Regulations and is a statutory requirement. These returns are required to be completed and submitted to the Department no later than 31 March each year.

9.1 ANNUAL COMPLIANCE AUDIT RETURN 2018

Regulation 14 of the *Local Government (Audit) Regulations 1996*, requires that the Local Government's Audit Committee review the CAR and report the results of that review to the Council prior to its adoption by Council. Once adopted by Council the report is to be submitted to the Department by 31 March 2019.

Whilst a 100% CAR is the ideal outcome, the CAR must be considered as a means of internal audit, capable of identifying shortcomings and weaknesses in the system, which can then be improved or modified practices can be implemented, to resolve these issues.

The CAR is provided electronically through a secure internet portal and the CAR is divided into sections. Each section deals with a specific area of the *Local Government Act 1995* and these sections are then allocated to the relevant officer within the local government who 'signs in' electronically through the portal to complete each question.

The officers who are required to complete a section within the CAR are advised how to use the online system and how to undertake an audit of their procedures to ensure that compliance is occurring. Where compliance is not occurring, officers are advised that an honest answer is required, so that procedural changes can be made to improve the City's compliance systems.

Once the audit has been completed, the City is required to:

- Present the Compliance Audit Return to the Audit Committee for review;
- Present the Compliance Audit Return to Council;
- Seek Council's adoption of the completed Compliance Audit Return; and
- Return the reviewed, adopted and certified Compliance Audit Return, along with a copy of the Council minutes, to the Department by no later than 31 March 2018.

The particulars of any matters of concern raised by the Audit Committee's review relating to the CAR must be recorded in the minutes of this meeting.

Any person who is not satisfied with the manner in which the compliance assessment process has been undertaken by the City or believes there may be a discrepancy in the CAR, may bring the particular issue to the attention of the Department.

Council may also refer the completed CAR to its Auditor or other external inspection service for an independent assessment, if it is deemed necessary.

The area in which the City did not provide a 'Yes' response were:

- Disclosure of interest
    - s5.76(1) – Was an annual return lodged by all designated employees by 31 August 2018.
        - Response – No – two designated employees failed to lodge an annual return by 31 August 2018. Reports were made to the appropriate authority and the matter has since been resolved.

LEGAL/POLICY IMPLICATIONS:

Section 7.13(1) of the *Local Government Act 1995* contains provisions for the making of regulations requiring local governments to undertake an audit of compliance whether of a financial nature or not. The *Local Government (Audit) Regulations 1996* make completion and submission of the return mandatory.

9.1 ANNUAL COMPLIANCE AUDIT RETURN 2018

Local Government Act 1995

7.13. Regulations as to audits

(1) Regulations may make provision -

(aa) as to the functions of the CEO and the audit committee in relation to audits carried out under this Part and reports made on those audits;

(ab) as to the functions of audit committees, including the selection and recommendation of an auditor;

(ac) as to the procedure to be followed in selecting an auditor;

(ad) as to the contents of the annual report to be prepared by an audit committee;

(ae) as to monitoring action taken in respect of any matters raised in a report by an auditor;

(a) with respect to matters to be included in agreements between local governments and auditors;

(b) for notifications and reports to be given in relation to agreements between local governments and auditors, including any variations to, or termination of such agreements;

(ba) as to the copies of agreements between local governments and auditors being provided to the Department;

(c) as to the manner in which an application may be made to the Minister for approval as an auditor;

(d) in relation to approved auditors, for —

(i) reviews of, and reports on, the quality of audits conducted;

(ii) the withdrawal by the Minister of approval as an auditor;

(iii) applications to the State Administrative Tribunal for the review of decisions to withdraw approval;

(e) for the exercise or performance by auditors of their powers and duties under this Part;

(f) as to the matters to be addressed by auditors in their reports;

(g) requiring auditors to provide the Minister with such information as to audits carried out by them under this Part as is prescribed;

(h) prescribing the circumstances in which an auditor is to be considered to have a conflict of interest and requiring auditors to disclose in their reports such information as to a possible conflict of interest as is prescribed;

(i) requiring local governments to carry out, in the prescribed manner and in a form approved by the Minister, an audit of compliance with such statutory requirements as are prescribed whether those requirements are —

(i) of a financial nature or not; or

(ii) under this Act or another written law.

(2) Regulations may also make any provision about audit committees that may be made under section 5.25 in relation to committees.

Local Government (Audit) Regulations 1996

13. Prescribed statutory requirements for which compliance audit needed (Act s7.13(1)(i))

For the purposes of section 7.13(1)(i) the statutory requirements set forth in the Table to this regulation are prescribed.

9.1 ANNUAL COMPLIANCE AUDIT RETURN 2018

Table

Local Government Act 1995		
s. 3.57	*s. 3.58(3) and (4)*	*s. 3.59(2), (4) and (5)*
s. 5.16	*s. 5.17*	*s. 5.18*
s. 5.36(4)	*s. 5.37(2) and (3)*	*s. 5.42*
s. 5.43	*s. 5.44(2)*	*s. 5.45(1)(b)*
s. 5.46	*s. 5.67*	*s. 5.68(2)*
s. 5.70	*s. 5.73*	*s. 5.75*
s. 5.76	*s. 5.77*	*s. 5.88*
s. 5.103	*s. 5.120*	*s. 5.121*
s. 7.1A	*s. 7.1B*	*s. 7.3*
s. 7.6(3)	*s. 7.9(1)*	*s. 7.12A*
Local Government (Administration) Regulations 1996		
r. 18A	*r. 18C*	*r. 18E*
r. 18F	*r. 18G*	*r. 19*
r. 22	*r. 23*	*r. 28*
r. 34B	*r. 34C*	
Local Government (Audit) Regulations 1996		
r. 7	*r. 10*	
Local Government (Elections) Regulations 1997		
r. 30G		
Local Government (Functions and General) Regulations 1996		
r. 7	*r. 9*	*r. 10*
r. 11A	*r. 11*	*r. 12*
r. 14(1), (3) and (5)	*r. 15*	*r. 16*
r. 17	*r. 18(1) and (4)*	*r. 19*
r. 21	*r. 22*	*r. 23*
r. 24	*r. 24AD(2), (4) and (6)*	*r. 24AE*
r. 24AF	*r. 24AG*	*r.r24AH(1) and (3)*
r. 24AI	*R24E*	*r. 24F*
Local Government (Rules of Conduct) Regulations 2007		
r. 11		

14. Compliance audits by local governments

(1) A local government is to carry out a compliance audit for the period 1 January to 31 December in each year.

(2) After carrying out a compliance audit the local government is to prepare a compliance audit return in a form approved by the Minister.

(3A) The local government's audit committee is to review the compliance audit return and is to report to the council the results of that review.

9.1 ANNUAL COMPLIANCE AUDIT RETURN 2018

(3) After the audit committee has reported to the council under subregulation (3A), the compliance audit return is to be -
(a) presented to the council at a meeting of the council; and
(b) adopted by the council; and
(c) recorded in the minutes of the meeting at which it is adopted.

15. Compliance audit return, certified copy of etc. to be given to Executive Director

(1) After the compliance audit return has been presented to the council in accordance with regulation 14(3) a certified copy of the return together with -
(a) a copy of the relevant section of the minutes referred to in regulation 14(3)(c); and
(b) any additional information explaining or qualifying the compliance audit,is to be submitted to the Executive Director by 31 March next following the period to which the return relates.

(2) In this regulation -
***certified** in relation to a compliance audit return means signed by —*
(a) the mayor or president; and
(b) the CEO.

FINANCIAL/BUDGET IMPLICATIONS:

There were no financial implications identified as a consequence of this report.

ASSET MANAGEMENT IMPLICATIONS:

There were no asset management implications identified as a consequence of this report.

ENVIRONMENTAL IMPLICATIONS:

There were no environmental implications identified as a consequence of this report.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan:

Plan	Outcome	Objective
Corporate Business Plan	Business performance	5.8 Apply best practice principles and processes to maximise efficiencies and quality

COMMUNITY ENGAGEMENT:

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

9.1 ANNUAL COMPLIANCE AUDIT RETURN 2018

RISK IMPLICATIONS:

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

Risk Event	Non compliance with the requirements of the *Local Government Act 1995*, Section 7.13(i) and *Local Government (Audit) Regulations 1996*, Regulations 13 – 15.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Unlikely
Rating (before treatment)	Moderate
Risk Treatment in place	Avoid - remove cause of risk
Response to risk treatment required/in place	Ensure that the Compliance Return is completed annually.
Rating (after treatment)	Low

COUNCIL DECISION

421

MOVED CR S LEE **SECONDED CR W COOPER**

That Council adopt the Compliance Audit Return 2018 as detailed in Attachment A.

CARRIED
6/0

ATTACHMENT A

Department of
Local Government, Sport
and Cultural Industries

GOVERNMENT OF
WESTERN AUSTRALIA

Kwinana - Compliance Audit Return 2018

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments

No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2018.	N/A		Casey Mihovilovich
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2018.	N/A		Casey Mihovilovich
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2018.	N/A		Casey Mihovilovich
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2018.	N/A		Casey Mihovilovich
5	s3.59(5)	Did the Council, during 2018, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Casey Mihovilovich

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

Delegation of Power / Duty

No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Michelle Bell
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Michelle Bell
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Michelle Bell
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Michelle Bell
5	s5.18	Has Council reviewed delegations to its committees in the 2017/2018 financial year.	Yes		Michelle Bell
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Michelle Bell
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Michelle Bell
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes		Michelle Bell
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes		Michelle Bell
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Michelle Bell
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Michelle Bell
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2017/2018 financial year.	Yes		Michelle Bell
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Michelle Bell

Disclosure of Interest

No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	Yes		Michelle Bell
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	Yes		Michelle Bell

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF
WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Michelle Bell
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Michelle Bell
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	Yes		Michelle Bell
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2018.	Yes		Michelle Bell
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2018.	No	Two Officers failed to lodge an annual return by the 31 August 2018 due to mitigating circumstances and this was subsequently reported and accepted by the appropriate authority.	Michelle Bell
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Michelle Bell
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Michelle Bell
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Michelle Bell
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Michelle Bell
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Michelle Bell
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Michelle Bell

Department of
Local Government, Sport
and Cultural Industries
GOVERNMENT OF WESTERN AUSTRALIA

No	Reference	Question	Response	Comments	Respondent
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Michelle Bell
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Michelle Bell
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Michelle Bell

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Michelle Bell
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Michelle Bell

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Kelli Hayward
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	Yes		Kelli Hayward
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes	Moore Stephens (WA) Pty Ltd	Kelli Hayward
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Kelli Hayward
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government within 30 days of completion of the audit.	Yes		Kelli Hayward

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No	Reference	Question	Response	Comments	Respondent
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2018 received by the local government by 31 December 2018.	Yes		Kelli Hayward
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	No actions required.	Kelli Hayward
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	No actions required.	Kelli Hayward
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	No actions required.	Kelli Hayward
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Kelli Hayward
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Kelli Hayward
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Kelli Hayward
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Kelli Hayward
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Kelli Hayward
15	Audit Reg 17	Has the CEO reviewed the appropriateness and effectiveness of the local government's systems and procedures in accordance with regulation 17 of the Local Government (Audit) Regulations 1996.	Yes	Received by the Audit Committee on 19 November 2019.	Kelli Hayward
16	Audit Reg 17	If the CEO has not undertaken a review in accordance with regulation 17 of the Local Government (Audit) Regulations 1996, is a review proposed and when.	N/A	Completed in 2018.	Kelli Hayward

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Integrated Planning and Reporting

No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted at Ordinary Council Meeting 8 August 2018	Rhys Pryce
2	s5.56 Admin Reg 19DA (6)	Has the local government adopted a modification to the most recent Corporate Business Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	No		Rhys Pryce
3	s5.56 Admin Reg 19C (7)	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted at Ordinary Council Meeting 28 June 2017	Rhys Pryce
4	s5.56 Admin Reg 19C (7)	Has the local government adopted a modification to the most recent Strategic Community Plan. If Yes, please provide adoption date in Comments. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted at Ordinary Council Meeting 13 December 2017	Rhys Pryce
5	S5.56	Has the local government adopted an Asset Management Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	N/A		Rhys Pryce
6	S5.56	Has the local government adopted a Long Term Financial Plan. If Yes, in Comments please provide date of the most recent Plan, plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	Yes	Adopted at Ordinary Council Meeting 12 December 2018	Rhys Pryce
7	S5.56	Has the local government adopted a Workforce Plan. If Yes, in Comments please provide date of the most recent Plan plus if adopted or endorsed by Council the date of adoption or endorsement. This question is optional, answer N/A if you choose not to respond.	N/A		Rhys Pryce

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Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A	CEO position not recruited for in this Audit Return period.	Sue Wiltshire
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A	No recruitment activity for CEO or other designated senior employees.	Sue Wiltshire
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A	No recruitment activity in this Audit Return period.	Sue Wiltshire
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A	No recruitment activity in this Audit Return period.	Sue Wiltshire
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A	Nil activity in this Audit Return period.	Sue Wiltshire

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Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A		Casey Mihovilovich
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Casey Mihovilovich
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Casey Mihovilovich
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Casey Mihovilovich
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occured.	Yes		Casey Mihovilovich
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Casey Mihovilovich

Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Iain Mason
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	Yes		Iain Mason
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Iain Mason
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Iain Mason

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No	Reference	Question	Response	Comments	Respondent
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Iain Mason
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Iain Mason
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Iain Mason
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Iain Mason
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Iain Mason
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Iain Mason
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A		Iain Mason
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Iain Mason
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Iain Mason
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Iain Mason
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	N/A		Iain Mason
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Iain Mason

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No	Reference	Question	Response	Comments	Respondent
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Iain Mason
18	F&G Reg 24AD(6)	If the local government to sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Iain Mason
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Iain Mason
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application (s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Iain Mason
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Iain Mason
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Iain Mason
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A		Iain Mason
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Iain Mason
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, $150,000 or less.	Yes		Iain Mason

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I certify this Compliance Audit return has been adopted by Council at its meeting on _____

_____ _____

Signed Mayor / President, Kwinana

Signed CEO, Kwinana

10 Petitions:

Nil

11 Notices of Motion:

Nil

12 Reports - Community

12.1 Feral Pigeon Management and Control Approach

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

Feral pigeons are considered a nuisance and could potentially pose a risk to human health and amenity. The presence of pigeons in large numbers can result in a range of problems, including but not limited to damage to structures, diminishing the appearance of buildings as well as the accumulation of pigeon droppings which can attract vermin, create unhygienic conditions, reduce aesthetic value and increase the risk of disease transmission.

The City's Environmental Health Department are in receipt of reports of 70 bird-related nuisance complaints in the past five years. Some residents have reported that pigeons are roosting and nesting in their home roof cavities. Complaints have also been made against residents who feed birds on a regular basis. Despite efforts to educate bird feeders and, in some cases, the issue of infringements; the problem continues to escalate and is becoming more prevalent in the older, established suburbs of Medina and Calista.

Residents are seeking assistance from the City to address feral pigeon issues on their properties, as the cost of pigeon control is onerous. There is potential for the spread of pigeon infestations to other properties if a property owner does not carry out works to effectively control pigeons. Primarily, the responsibility of pigeon control rests with the property owner and occupants. However, the City has a general public health duty. This report outlines the different strategies that could be considered to manage pigeon populations and recommends a staged approach with a combination of strategies.

OFFICER RECOMMENDATION:

That Council:

1. Adopt the recommended approach for pigeon management and control.
2. Subject to inclusion in the 2019/2020 Budget, approve the implementation of the Feral Pigeon Control Subsidy Scheme for 2019/2020 by endorsing the proposed amendments to the Community Funding Policy (as outlined in Attachment A).
3. Delegate authority to the Manager Environmental Health to determine applications pursuant to the requirements of the Community Funding Policy, Section 2.0 Feral Pigeon Control Subsidy Scheme.

12.1 FERAL PIGEON MANAGEMENT AND CONTROL APPROACH

DISCUSSION:

Feral pigeons are descendants of the domesticated form of the wild rock dove. They have an average life span of four years to a maximum of 15 years and are capable of breeding all year round but do not migrate far from their birthplace. Their habitats include any locations where food and water supplies are readily available. Pigeons and their droppings also cause extensive damage to the buildings where they reside, perch or nest. They can also transmit infectious diseases through their secretions and droppings, attract ticks, mites, cockroaches and rats, and can cause unpleasant odour and noise issues (Department of Health 2018).

Complaints

The City has received 70 cases of bird–related complaints from 51 complainants between 2014 to 2018.

- Up to 30% of the complaints reported that their neighbours were regularly feeding birds, including pigeons, and are creating a nuisance.
- More than 50% of these cases reported pigeons in their roof cavities or a neighbouring property in Kwinana. Many of these residents complained that it is too costly to engage a professional to remove the pigeons.
- The majority of the complaints originated in Medina and Calista.

Feral Pigeon Management

Bird feeding helps residents feel connected to nature through their interaction with the birds. This can be a very rewarding experience. However, the ongoing feeding of birds using artificial food as the feed or where feeding areas are not cleaned up is creating a nuisance to other residents. Breads and meal leftovers, which are highly processed, can cause nutritional imbalances and become detrimental to bird health. They become increasingly dependent on the artificial food sources and may even become aggressive to compete with other animals in the area (Department of Biodiversity, Conservation and Attractions, 2018). Feeding birds with food that is not natural or is causing a nuisance is a breach to the *City of Kwinana Urban Environment and Nuisance Local Law 2003* (Local Law).

The City has previously attempted to manage the situation through the following measures:

- In 2015, the City sent a letter to 50 Medina residents with suggested control methods to prevent pigeon breeding and to educate them about the impacts of bird feeding.
- Infringement notices were issued to the regular bird feeders that demonstrated a continuous breach of the Local Law.
- Notices were issued to residents to take steps to prevent pigeons from nesting on their property when complaints were received. Depending on the management technique selected, residents reported mixed outcomes on their effectiveness. Some residents have complained that the pigeons have returned after trapping had been undertaken due to regular bird feeders living nearby and are seeking the City's assistance to rectify the situation. Residents who had fully enclosed their eaves with netting claimed that it was an effective solution for preventing pigeons from entering the roof cavities.

12.1 FERAL PIGEON MANAGEMENT AND CONTROL APPROACH

In preparing this management approach, five different licensed pest management technicians have conducted site assessments in Medina to gauge the extent of the problem. Two technicians suggested that the problem would not be resolved by tackling individual properties alone as the feral pigeon populations are now roosting at multiple locations. The technicians identified specific properties of concern including; residences who are feeding pigeons daily in the front yard of their property, and commercial premises on Pace Road in Medina.

Feral Pigeon Management and Control Strategies

The City's Environmental Health Department has conducted investigations into all options available for pigeon control. Having regard to what has been undertaken in the past and its effectiveness, Environmental Health Officers have also engaged with other Local Governments to determine the best practice approach to addressing this issue in a manner that addresses the nuisance and the potential for disease but is sensitive to residents who have an affinity to the birds.

Table 1 and Table 1a provide a number of management actions for the City to consider. Most lethal control techniques often achieve short-term reduction. Effective control is dependent on food source reduction. Some options may simply result in the relocation of pigeons from one property to a neighbouring property and the flock size will not be reduced. It is therefore recommended that a combination of the options below be undertaken simultaneously.

Table 1. Recommended management actions for feral pigeon management

Management Action	Description	Cost	Recommendations
Habitat Management			
Litter bin control	Ensure all bin lids are closed and areas are litter free. Bin lid springs can be fitted on mobile garbage bins (MGBs) to prevent wildlife obtaining food from rubbish bins.	Bin lid springs cost $25 each. (The City has 10 bin lid springs in existing stock) Officer time to install bin springs.	Recommended. MGBs are located throughout parks in Medina and Calista. Rubbish collection at park bins are performed manually by the City contractors.
Exclusion	Pigeon proof properties and seal open eaves by installing netting (bird wire or mesh) or through renovations.	Cost of pigeon proofing a residential property is approximately $600 including labour. Cost of netting (bird wire or mesh) when installed by resident is approximately $300.	Recommended. This method was found to be a long term and effective solution for the resident. It prevents pigeons from entering roof cavities. However, it does not reduce the pigeon population in the area.
Nest destruction	Will require resident to inspect for nests, often along ledges, air conditioning units, eaves, windows sills and roof cavities.	Free if done by the resident.	Recommended. Requires resident's participation. Accessing nests can often be difficult.

12.1 FERAL PIGEON MANAGEMENT AND CONTROL APPROACH

Lethal Control			
Trapping	Trapped feral birds are euthanised humanely after capture in accordance with animal welfare protocols. Involves luring the pigeons to a premises over a 20 day period to reduce the pigeon populations in the area.	$3,960 trapping program at two commercial properties over 20 day period (or $2500 for one round of trapping at commercial premises). Up to $850 for 3-4 weeks on residential property.	Recommended as it will initialy reduce the pigeon population in an area. This method is the most labour intensive. It is recommended that licensed pest controllers carry out this control method as they have the appropriate knowledge and skills. Approximately 100 pigeons are anticipated to be trapped at each site.
Education and Compliance			
General education and targeted mail outs	Educate residents about the impacts of bird feeding. Encourage residents to connect to wildlife through other ways such as maintaining natural habitat.	Officer's time and mail out costs.	Recommended. Information relating to bird feeding and feral pigeon control be expanded to all of the City of Kwinana residents through Facebook, City's website and newsletters. Targeted mail out to all residents and businesses in Medina and Calista.
Compliance	Issue infringement notices to repetitive bird feeders who are causing a nuisance and breach of the City's Urban and Environment Local Law.	Administration and officer's time for compliance.	Recommended. $250 first offence and $500 subsequent offence for breach of the Local Law. Matter should be taken to prosecution following subsequent offences.
Signage	Signage could be installed around City buildings and parks to educate the public about the harmful effects of bird feeding.	$1,000 for 40 signs (up to 2 signs at each City building or park).	Recommended. A list of 20 City buildings and parks has been compiled. These locations have been selected where there are existing poles, waste bins and/or fences suitable for signage to be installed.

Table 1a. Management actions not recommended for feral pigeon management

Management Action	Description	Cost	Recommendations
Habitat Management			
Reduction in food sources	Remove food and water sources such as bird feeders and bird baths.	Administration time and officer's time for compliance	Not recommended. This is the most effective way of discouraging feral pigeons from infesting houses and slowing the rate of increase in population. However, it infringes on the rights of a resident and exceeds the provisions of the City's Local Law unless non natural feed or causing a nuisance. Promote responsible bird feeding in backyards instead through education.

12.1 FERAL PIGEON MANAGEMENT AND CONTROL APPROACH

Deterrents	Scare devices such as fake owls and application of gel products used on ledges, window sills, gutters, cornices and beams.	Depends on device selected. Scarecrow bird control gel costs $23 with application by a licensed pest management technician.	Not recommended for suburban setting. Variable success and only temporarily effective. May shift the problem to another property.
Lethal Control			
Shooting	Shooting of feral pigeons should be only performed by skilled operators with necessary experience. Must hold a firearm licence with the WA Police Department. May be used as a scaring device.	Approximately $30 per bird.	Not recommended for suburban setting. This method of control can be efficient and effective where pigeon numbers are low and other options of control are limited.
Chemical control	Licensed pest management technicians use a painless narcotic agent (Alpha-chloralose) or a central nervious stimulant (4-aminopyridine).	Approximately $1600 for one session/trap at each commercial location.	Not recommended in suburban setting. Non-target species may take the bait and be affected. There may be community resistance to the use of chemicals. This approach has been successful in commercial settings, however, the Department of Health does not recommend chemical control be applied in a typical residential setting due to their “restricted use”.

Recommended Approach

The following two-stage coordinated management approach is proposed:

Stage 1 – Community Education and Public Litter Bins Management Strategy
Aim: To reduce food sources through comprehensive education program highlighting the impacts of bird feeding.

1. Raise awareness of City of Kwinana residents concerning the impacts of bird feeding through various communication channels including Facebook, the City’s website and newsletters, and targeted mail outs to educate residents and businesses in Medina and Calista.

2. Install signage around different City parks and buildings. These signs are to highlight the negative effects of bird feeding and the potential breach of the City’s Local Law.

3. Install bin lid springs on public mobile garbage bins in Medina and Calista. The bin lid springs limit the accessibility for birds to be able to scavenge for food.

Stage 2 - Active Control Measures
Aim: To reduce the number of feral pigeons by a variety of adopting exclusion, culling and control methods. Diversify techniques and mobility of the program to achieve maximum results.

1. Begin feral pigeons trapping program at City of Kwinana buildings in Medina in May/June 2019. Locations are to be confirmed following consultation with pest management technician. A second round of trapping may be necessary depending on trap success.

2. Offer a subsidy program to City of Kwinana residents and property owners.
   - A subsidy of up to $250 per premises will be made available upon application as contributions towards pigeon proofing their premises or undergoing a trapping program through a licensed pest management technician. The level of subsidy paid will vary depending on the type of management control method selected.
   - The Community Funding Policy provides the appropriate mechanism for the equitable allocation of funds to community based organisations, groups and individuals. It is therefore recommended that the Community Funding Policy be amended to include a new section (Section 2.0 Feral Pigeons Control Subsidy Scheme), the text of the amendment is included in Attachment A.
   - As part of the program, applicants will be invited to complete a survey to monitor feral pigeon numbers, which will help gauge the success of the program.

3. Where any residents have been provided due warning or direction for breach of the Local Law and continue to offend, the City's Authorised Officers will enforce the Local Law by issuing infringement notices with modified penalties and take legal action if the non-compliance continues.

4. The City's Authorised Officers will undertake an inspection of commercial businesses in Medina to verify whether pigeons are nesting on the premises and to ensure that adequate measures are being taken to prevent this from occurring.

LEGAL/POLICY IMPLICATIONS:

Clause 29b (iii)(a) of the City of Kwinana Health Local Law states*:*
The Council or Manager Health Services may order an owner or occupier of a house or land or trees in or on which pigeons are or are in the habit of nesting or perching, to take adequate steps to prevent them continuing to do so.

Clause 2.9 of the City of Kwinana Urban Environment and Nuisance Local Law 2003, Division 4 – Bird Nuisance states*:*
Restrictions on feeding of birds
(1) A person shall not feed a pigeon or other bird –
(a) so as to cause a nuisance, or
(b) with a food or substance that is not a natural food of a pigeon or other bird
Modified Penalty: $250 First Offence and $500 Subsequent Offences.

12.1 FERAL PIGEONS MANAGEMENT AND CONTROL APPROACH

Section 2.7 of the Local Government Act 1995 states:
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.

The purpose of the City of Kwinana Community Funding Policy states:
to provide an equitable framework for the allocating of funds to support the Kwinana community in achieving the aspirations of the Strategic Community Plan.

FINANCIAL/BUDGET IMPLICATIONS:

Current budget for 2018/19:

Budget Item Name:	Pest Control Expenses 400436.1196.60
Budgeted Amount:	$5,000
Expenditure to Date:	$0
Proposed Cost:	$4,960 (Stage 1)
Balance:	$40

*NOTE: All figures are exclusive of GST

Stage 1
- Signage - $1,000
- Trapping program (Round 1) - $3,960

Proposed budget for 2019/2020:

Budget Item Name:	Pest Control Expenses 400436.1196.60
Proposed Budgeted Amount:	$9,500
Proposed Cost:	$9,500 (Stage 2)

*NOTE: All figures are exclusive of GST and are subject to adoption by Council of the 2019/2020 Budget.

Stage 2
- Trapping program (Round 2, if required) - $2,500
- Subsidy scheme - $7,000

ASSET MANAGEMENT IMPLICATIONS:

The installation of signage and the trapping program are being proposed at the City's facilities. This will assist in the reduction of feral pigeon flocks. Preventing damage to City owned buildings will potentially reduce the cost of building maintenance.

12.1 FERAL PIGEONS MANAGEMENT AND CONTROL APPROACH

ENVIRONMENTAL IMPLICATIONS:

The education program will reduce bird reliance on feed offered by residents and ensures that they forage in their natural environment.

STRATEGIC/SOCIAL IMPLICATIONS:

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

Plan	Outcome	Objective
Strategic Community Plan	A well maintained City	4.5 Actively improve the appearance of public areas and streetscapes throughout the City.
Corporate Business Plan	Optimise City Services	6.8 Provide services and advice to the community and all stakeholders to comply with statutory obligations to achieve a healthy community and environment.

COMMUNITY ENGAGEMENT:

Community engagement was not undertaken in the preparation of this report. However, Stage 1 will involve comprehensive communication around the impacts of bird feeding.

PUBLIC HEALTH IMPLICATIONS

The recommendation has the potential to help improve the following determinants of health –

- Built Environment – Sanitation; Neighbourhood Amenity; and Disease Prevention.

RISK IMPLICATIONS:

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

Risk Event	Potential nuisance and disease transmission to humans due to feral pigeons
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	People/Health
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Moderate

12.1 FERAL PIGEONS MANAGEMENT AND CONTROL APPROACH

Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Adopt recommended management options
Rating (after treatment)	Low

Risk Event	Community concerns relating to bird welfare and conduct of the control activities
Risk Theme	Inadequate engagement practices
Risk Effect/Impact	Reputation
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	The use of a licensed and qualified pest management technician to undertake the trapping in accordance with the relevant legislation and as per the advice from the WA Department of Health. Communicate rationale for the program to the community through messages on various communication channels.
Rating (after treatment)	Moderate

COUNCIL DECISION

422

MOVED CR M KEARNEY **SECONDED CR M ROWSE**

That Council:

1. **Adopt the recommended approach for pigeon management and control.**
2. **Subject to inclusion in the 2019/2020 Budget, approve the implementation of the Feral Pigeon Control Subsidy Scheme for 2019/2020 by endorsing the proposed amendments to the Community Funding Policy (as outlined in Attachment A).**
3. **Delegate authority to the Manager Environmental Health to determine applications pursuant to the requirements of the Community Funding Policy, Section 2.0 Feral Pigeon Control Subsidy Scheme.**

CARRIED
6/0

Attachment A

Section 2.0 Feral Pigeon Control Subsidy Scheme of the Community Funding Policy

Purpose - To offer City of Kwinana residents and property owners financial assistance in controlling feral pigeons on their properties and enable coordination across property boundaries.

Eligibility criteria -

1) Must be a property in the City of Kwinana. An occupier will require approval by the property owner before a claim can be made.
2) One claim per household or property.
3) Works must have been completed and undertaken within no more than three months of the claim being lodged.
4) The account must be paid in full to the contractor or business. A copy of the account with a receipt showing a description of the eligible goods and/or services and their charges listed separately.

Eligible items -

Pigeon Control Measures	Description	Maximum Subsidy Limits
Exclusion	• Materials and installation costs for netting (bird wire or mesh) and enclosing eaves. • Include labour cost for removal of pigeons from roof cavity by a licensed pest management technician.	Up to $150
Trapping	• Costs for trapping by a licensed pest management technician.	Up to $200

Limitations -

- Up to $250 per premises may be reimbursed from implementing pigeon control measures on a property within the City of Kwinana. A combination of control measures may be undertaken.
- The use of chemicals including pesticides are not supported by this Scheme.
- Licensed pest management technicians are defined under the *Health (Pesticides) Regulations 2011* and are registered with the WA Department of Health.

Notes -

1) The City is unable to make recommendations for particular businesses or licensed pest management technicians. The City recommends that the applicant read the Department of Health's "Guide to selecting a pest management business" before authorising the person to undertake any works.
2) Once all funds have been exhausted, applications will no longer be accepted for the Scheme. The fund will expire on 30 June 2020. After this date, the fund will be removed from the Community Funding Policy if no funding source is identified, or remain in the Policy if suitably funded.
3) All applicants are invited to complete a survey to monitor feral pigeon abundance, which will help gauge the success of the program.

The Manager Environmental Health Services, as Council's delegate, will assess applications against the stated criteria and will notify applicants of the outcome of their application.

13 Reports - Economic

Nil

14 Reports - Natural Environment

Nil

15 Reports - Built Infrastructure

15.1 Form 2 Amendment to Joint Development Assessment Panel Application for 35 Multiple Dwellings and 60 Grouped Dwellings – Lot 503 Berthold Street, Orelia

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY

The City has received an application for an amendment to a previously approved development application. The previously approved development was for 47 multiple dwellings and 52 grouped dwelling units at Lot 503 Berthold Street, Orelia (subject site) which was approved by the Metro South West Joint Development Assessment Panel (JDAP) on 8 November 2017.

The subject site is zoned Development under the City's Local Planning Scheme No. 2 (LPS2) and Urban under the Metropolitan Region Scheme (MRS).

The current application proposes the following amendments to the development design:

- Replacement of 12 two storey multiple dwellings in the south east corner of the subject site with eight two storey grouped dwellings;
- Alterations to the design of six two storey multiple dwellings in the south west corner of the subject site; and
- Minor alterations to the conditions of approval to reflect the proposed design changes.

City Officers have considered the proposed amendment against the relevant provisions of LPS2, the Detailed Area Plan (DAP) for the subject site and the Residential Design Codes of Western Australia (R-Codes). The application is considered to adequately meet the standards set in the DAP and R-Codes for this site and those which are not fully compliant do not materially affect the application and can be conditioned.

This application is an amendment to a previous application determined by the JDAP. As a result, the applicant has elected for the application to be determined by the JDAP. The application is scheduled to be considered by the JDAP at a meeting in early April. City Officers have prepared the attached Responsible Authority Report (RAR) in accordance with the *Planning and Development (Development Assessment Panels) Regulations 2011* and it is attached for Council's consideration and determination.

The City is required to submit the RAR to the JDAP Secretariat on 28 March 2019. Should the City not submit this report to the JDAP Secretariat within the required timeframe, the Minister for Planning, Lands and Heritage may direct the City to submit any information it has and provide it to the JDAP directly.

City Officers are recommending that the amended application be approved subject to conditions, as per the Officer Recommendation included within the RAR. It represents an amendment to the original application submitted in 2017 which was supported by City Officers at that time.

15.1 FORM 2 AMENDMENT TO JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 35 MULTIPLE DWELLINGS AND 60 GROUPED DWELLINGS – LOT 503 BERTHOLD STREET, ORELIA

Previous Council Resolution

The original application was considered by Council at its Ordinary Council Meeting of 25 October 2017, where Elected Members voted against the item and refused to support the Officer Recommendation and Responsible Authority Report (RAR). In this regard, Council's Resolution on the original application is as follows:

'That Council does not support the officer recommendation of the Responsible Authority Report (attached to this report) to the South West Metropolitan Joint Development Assessment Panel for the development application for 47 Multiple Dwellings and 52 Grouped Dwellings – Lot 503 Berthold Street, Orelia, and provides an alternative recommendation to the South West Metropolitan Joint Development Assessment Panel as follows:

That the Metro South West Joint Development Assessment Panel resolves to:

Refuse DAP Application reference DAP/17/01215 and accompanying plans TM1-SK2.01_D, TM1A-SK2.01_D, TM1A-SK2.02_D, TM2-SK2.01_E, TM3-SK2.01_D, TM2- SK2.02_D, TM4-SK2.01_E, TM4-SK2.02_D, TM5-SK2.01_D, TM6-SK2.01_A, TM6- SK2.02_A, TM7-SK2.01_C, TM7A-SK2.01_C, T1-SK2.01_D, T1A-SK2.01_F, T2- SK2.01_E, T2A-SK2.01_A, T3-SK2.01_D, T4-SK2.01_E, T5-SK2.01_E, T6-SK2.01_F, T6A-SK2.01_F, SK1.02_g, SK1.03_G, SK1.04_G, SK0015_D, SK0014_D, SK1.07_B, SK1.06_I, SK1_05_H in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Clause 6.1 of the City of Kwinana Town Planning Scheme No. 2, for the following reasons:

1. The application fails to address the objectives set out in the adopted Detail Area Plan (DAP) for Lot 503 Berthold Place, Orelia. In particular, to 'Achieve a mix of predominantly commercial, institutional/community uses to complement and support the regional function of the Kwinana Town Centre'.

2. While the application may seek to address the individual provisions and design requirements of the above DAP, Town Planning Scheme No 2 and Residential Design Codes, as a whole, the application fails to properly meet the built form vision of the DAP. This is because the DAP intended that a different land use mix would prevail and built form being consolidated into taller buildings, with space provided around these buildings for access, parking, servicing and landscaping. Built form was envisaged to be built around the edges of the site to provide a hard built edge to the lot and to help frame the Gilmore Avenue entrance to the Kwinana City Centre. The intent of this arrangement of built form was to enable parking, accessways and servicing areas to be shared between buildings and different land uses and for these facilities to be located behind the built form, screened from public view.

3. The development does not suitably address issues including: access, circulation and servicing. The proposed communal street network does not provide suitable street widths to accommodate on site visitor parking, pedestrian access (including access for pedestrians with disabilities), space for street shade trees and landscaping, access for waste collection vehicles and emergency service vehicles.'

15.1 FORM 2 AMENDMENT TO JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 35 MULTIPLE DWELLINGS AND 60 GROUPED DWELLINGS – LOT 503 BERTHOLD STREET, ORELIA

In regards to the above resolution Council engaged, and were represented by, planning consultant firm Urbanism (Corey Verwey) at the JDAP Meeting. The JDAP subsequently resolved to approve the original application subject to conditions and advice notes.

OFFICER RECOMMENDATION:

That Council consider and adopt the recommendation of the Responsible Authority Report (attached to this report) to the South West Metropolitan Joint Development Assessment Panel for the development application for 35 Multiple Dwellings and 60 Grouped Dwellings – Lot 503 Berthold Street, Orelia.

LEGAL/POLICY IMPLICATIONS:

For the purposes of Councillors considering a declaration of interest, the landowners are Nicheliving and the applicant is Taylor Burrell Barnett, Town Planning Consultants.

The following legislation and policy based documents were considered in assessing the application:

Legislation

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Planning and Development (Development Assessment Panels) Regulations 2011
City of Kwinana Local Planning Scheme No. 2

State Government Policies

State Planning Policy SPP 3.1 – Residential Design Codes of Western Australia
State Planning Policy SPP 4.2 – Activity Centres for Perth and Peel
Development Control Policy 1.3 – Strata Titles
Development Control Policy 2.6 – Residential Road Planning

Local Policies

City of Kwinana Town Centre Master Plan and Design Guidelines
City of Kwinana Local Planning Policy 2 – Streetscapes
City of Kwinana Local Planning Policy 3.3.24 – Residential Development
Detail Area Plan – Lot 503 Berthold Street, Orelia

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications as a result of this application.

15.1 FORM 2 AMENDMENT TO JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 35 MULTIPLE DWELLINGS AND 60 GROUPED DWELLINGS – LOT 503 BERTHOLD STREET, ORELIA

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

There are no environmental implications as a result of this application.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will impact the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Outcome	Objective
Strategic Community Plan	A well planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity.

COMMUNITY ENGAGEMENT:

The development proposes two land uses which are both Permitted uses under the Scheme and do not require consultation. Notwithstanding this, given the scale of the development proposed and the close proximity to the adjacent Education Precinct the City chose to consult with the adjacent Orelia Primary School and Gilmore College. The City wrote to these schools notifying them of the proposed development and inviting submissions within a 14 day period. In this regard, the City did not receive any submissions of objection to the proposal from the schools.

PUBLIC HEALTH IMPLICATIONS

There are no implications on any determinants of health as a result of this report.

RISK IMPLICATIONS:

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

Risk Event	Appeal of the JDAP's decision or conditions of approval imposed.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Providing inaccurate advice/ information.

15.1 FORM 2 AMENDMENT TO JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 35 MULTIPLE DWELLINGS AND 60 GROUPED DWELLINGS – LOT 503 BERTHOLD STREET, ORELIA

Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Work instructions in place and checklists used when assessing the application. The recommendation on the application is justified on the basis of compliance with the Town Planning Scheme, and the discretion afforded to the JDAP to vary these documents. Liaising with the applicant throughout the application process.
Rating (after treatment)	Low

COUNCIL DECISION

MOVED CR D WOOD SECONDED CR W COOPER

That Council consider and adopt the recommendation of the Responsible Authority Report (attached to this report) to the South West Metropolitan Joint Development Assessment Panel for the development application for 35 Multiple Dwellings and 60 Grouped Dwellings – Lot 503 Berthold Street, Orelia.

LOST
4/2

COUNCIL DECISION
423
MOVED CR M KEARNEY SECONDED CR D WOOD

That Council does not support the Responsible Authority Report and the recommendation to the South West Metropolitan Joint Development Assessment Panel for the development application for 35 Multiple Dwellings and 60 Grouped Dwellings – Lot 503 Berthold Street, Orelia, for the following reasons:

1. **The application fails to address the objectives set out in the adopted Detail Area Plan (DAP) for Lot 503 Berthold Place, Orelia. In particular, to 'Achieve a mix of predominantly commercial, institutional/community uses to complement and support the regional function of the Kwinana Town Centre'.**

15.1 FORM 2 AMENDMENT TO JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR 35 MULTIPLE DWELLINGS AND 60 GROUPED DWELLINGS – LOT 503 BERTHOLD STREET, ORELIA

2. **While the application may seek to address the individual provisions and design requirements of the above DAP, Town Planning Scheme No 2 and Residential Design Codes, as a whole, the application fails to properly meet the built form vision of the DAP. This is because the DAP intended that a different land use mix would prevail and built form being consolidated into taller buildings, with space provided around these buildings for access, parking, servicing and landscaping. Built form was envisaged to be built around the edges of the site to provide a hard built edge to the lot and to help frame the Gilmore Avenue entrance to the Kwinana City Centre. The intent of this arrangement of built form was to enable parking, accessways and servicing areas to be shared between buildings and different land uses and for these facilities to be located behind the built form, screened from public view.**

3. **The development does not suitably address issues including: access, circulation and servicing. The proposed communal street network does not provide suitable street widths to accommodate on site visitor parking, pedestrian access (including access for pedestrians with disabilities), space for street shade trees and landscaping, access for waste collection vehicles and emergency service vehicles.'**

4. **The application fails to adequately address, as required under the Residential Design Codes, the following:**
    - **Bicycle parking;**
    - **Clothes dryer facilities;**
    - **Visually permeable fencing; and**
    - **Screening devices for visual privacy**

CARRIED
4/2

NOTE – That the Officer Recommendation has been amended due to Council moving to not support the Responsible Authority Report and including the reasons for the recommendation to the South West Metropolitan Joint Development Assessment Panel.

Government of **Western Australia**
Development Assessment Panels

Form 2 – Responsible Authority Report

(Regulation 17)

Property Location:	Lot 503 Berthold Street, Orelia
Development Description:	35 Multiple Dwellings and 60 Grouped Dwellings
Proposed Amendments:	Adjustment to dwelling designs in the southwest and southeast corners of the site (reduced yield from 47 Multiple Dwellings to 35 Multiple Dwellings and increase yield from 52 Grouped Dwellings to 60 Grouped Dwellings)
DAP Name:	Metro South West
Applicant:	Taylor Burrell Barnett
Owner:	Golden Gateway Developments Pty Ltd
Value of Amendment:	$12.4 million
LG Reference:	DA8924-02
Responsible Authority:	City of Kwinana
Authorising Officer:	Janni Curtis - Planning Officer
DAP File No:	DAP/17/01215
Report Date:	15 February 2018
Application Received Date:	21 December 2018
Application Process Days:	90 Days
Attachment(s):	1: Original Determination Notice 2: Location Plan 3: Site Plan 4: Ground Floor Plan 5: Ground Floor Plan 6: Upper Floors Plan 7: Upper Floors Plan 8: Elevations 9: Elevations 10: Floor Plan Type M5 11: Floor Plan Type M5A 12: Floor Plan Type 7 13: Floor Plan Type 8 14: Floor Plan Type 9 15: Floor Plan Type 10 16: Floor Plan Type 10A 17: Revised Freehold Subdivision Plan 18: Proposed Survey Strata Subdivision Plan 19: Detailed Area Plan – Lot 503 Berthold Street, Orelia 20: Plot Ratio and Open Space Schedule 21: Waste Bin Collection Plan

Officer Recommendation:

That the Metro South West Joint Development Assessment Panel resolves to:

1. **Accept** that the DAP Application reference DAP/17/01215 as detailed on the DAP Form 2 dated 21 December 2018 is appropriate for consideration in accordance with regulation 17 of the *Planning and Development (Development Assessment Panels) Regulations 2011*;

2. **Approve** the DAP Application reference DAP/17/01215 as detailed on the DAP Form 2 date 21 December 2018 and accompanying plans SK1.02_Q, SK1.03C_Q, SK1.03_Q, SK1.04C_Q, SK1.04_Q, SK1.05_Q, SK1.06_Q, TM5-SK2.01_H, TM5A-SK2.01_A, T7-SK2.01_B, T8-SK2.01_B, T9-SK2.01_B, T10-SK2.01_B, T10A-SK2.01_B, in accordance with Clause 68 of Schedule 2 (Deemed Provisions) of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Clause 6.1 of the City of Kwinana Local Planning Scheme No. 2, for the proposed minor amendment to the approved Grouped and Multiple Dwellings at Lot 503 Berthold Street, Orelia, subject to:

Amended Conditions

1. This decision constitutes planning approval only and is valid for a period of 3 years from the date of approval. If the subject development is not substantially commenced by 8 November 2020, the approval shall lapse and be of no further effect.

8. The provision of 12 resident and 4 visitor bicycle parking spaces in accessible locations on the subject site to the satisfaction of the City of Kwinana. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

17. Electric clothes drying facilities shall be provided for all multiple dwellings and grouped dwelling units 18 – 21, 35 – 46, 53 & 54 and SA7-8.

18. An amended Waste Management Plan that reflects the current development layout, which addresses the management, maintenance, location of bin storage and collection facilities and, details of public liability insurance to cover damages and injury that may occur as the result of waste collections carried out by the City of Kwinana's contractor shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development. The proponent shall implement the endorsed Waste Management Plan thereafter to the satisfaction of the City of Kwinana.

23. An amended Transport Noise Assessment, that reflects the current development layout, shall be prepared and submitted to the City of Kwinana for approval, prior to the lodgement of a building permit application. The recommendations of the Transport Noise Assessment shall be implemented thereafter to the satisfaction of the City of Kwinana.

29. A notification, pursuant to Section 70A of the *Transfer of Land Act 1893* is to be placed on the certificate(s) of title of the proposed units on SL3 – 11, Lots 6, 17, 18 and 801 - 806. Notice of this notification is to be included on the diagram or plan of survey (deposited plan).

The notification is to state as follows:

"The lot/s is/are situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise."

32. All fencing located between Lot 801 and the adjacent open space area shall be visually permeable above 1.2 metres to the satisfaction of the City of Kwinana. Amended plans shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

33. Permanent screening devices / or opaque glazing shall be installed on the upper floor bedroom 4/ study windows for the grouped dwellings on proposed lots SA4 and SA5 to prevent overlooking into the ground floor rear courtyards and adjoining lots in accordance with Clause 5.4.1 of the R-Codes to the satisfaction of the City of Kwinana.

34. Permanent screening devices shall be installed on the balconies for the multiple dwellings on proposed lots 801 - 805 to prevent overlooking into the adjoining balconies and ground floor courtyards of the adjoining lots in accordance with Clause 6.4.1 of the R-Codes to the satisfaction of the City of Kwinana.

35. All tandem car parking bays with an overall length of less that 10.8 metres shall be marked advising that one car bay is for 'small car use only'. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

36. The proponent shall provide to the City of Kwinana for approval, prior to the submission of a building permit application for the development, an Acoustic Report from a suitably qualified acoustic consultant modelling the noise emissions resulting from the South Metropolitan Automotive TAFE facility operations and determining the impacts on the proposed development. Where noise emissions exceed the *Environment Protection Act 1987 and Environmental Protection (Noise) Regulations 1997* requirements, the proponent shall implement any design/construction changes necessary to meet the requirements of AS2107:2000 (Acoustics – recommended design sound levels and reverberation times for building interiors) and shall apply any Section 70A notifications recommended by the approved Acoustic Report to the relevant titles (if any), prior to the occupation of the dwellings. The proponent shall implement any recommendations of the approved Acoustic report to the satisfaction of the City of Kwinana.

All other conditions and requirements detailed on the previous approval dated 8 November 2017 shall remain unless altered by this application.

Details: outline of development application

Insert Zoning	MRS:	Urban
	TPS:	Development
Insert Use Class:		Grouped Dwelling & Multiple Dwelling
Insert Strategy Policy:		State Planning Policy 3.1 – Residential Design Codes of Western Australia Kwinana Town Centre Master Plan and Design Guidelines Detail Area Plan – Lot 503 Berthold Street, Orelia
Insert Development Scheme:		City of Kwinana Local Planning Scheme No. 2
Insert Lot Size:		1.36ha
Insert Existing Land Use:		Vacant

Proposal

The City has received an application for an amendment to a previously approved development application (refer Attachments 2 – 16). The previously approved development was for 47 multiple dwelling and 52 grouped dwelling units at Lot 503 Berthold Street, Orelia (subject site). The subject site is zoned Development under the City's Local Planning Scheme No. 2 (Scheme) and Urban under the Metropolitan Region Scheme (MRS).

The current application proposes the following amendments to the development design:

- Replacement of 12 two storey multiple dwellings in the south east corner of the subject site with eight two storey grouped dwellings;
- Alterations to the design of six two storey multiple dwellings in the south west corner of the subject site;
- Minor alterations to the conditions of approval to reflect the proposed design changes.

These modifications will result in the following changes to the development over the overall site:

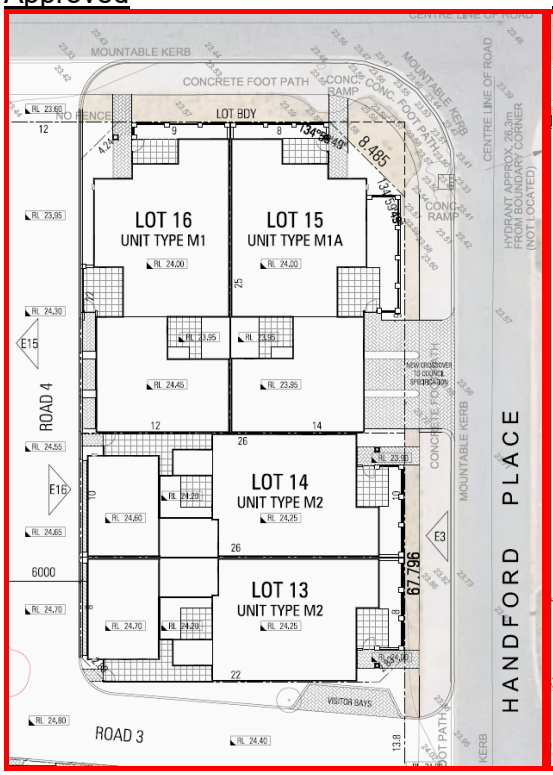
Form 1 Approval (8/11/17)			**Form 2 Amendments**		
Multiple Dwellings	Grouped Dwellings	**Total Yield**	Multiple Dwellings	Grouped Dwellings	**Total Yield**
47	52	**99**	35	60	**95**
Extent of Change:			- 12	+ 8	**- 4**

The applicant has advised that the above modifications to the development design are proposed to reduce the construction costs of the development and are in response to market feedback.

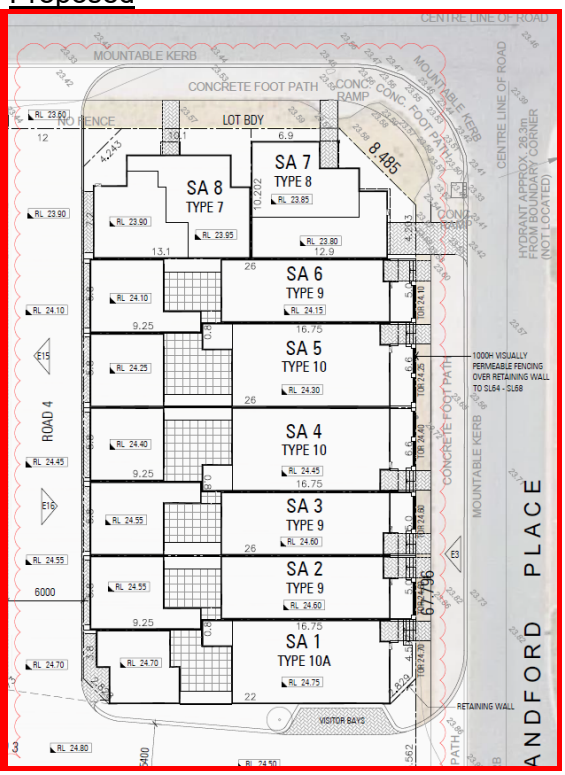
Substitution of 12 Multiple Dwellings with Eight Grouped Dwellings

The most substantial modification proposed as part of this amendment to the approved development is the change in the south east corner of the subject site. This involves the complete replacement of 12 two storey Multiple Dwellings (arranged in four buildings, each comprising of three units each) in favour of eight two storey grouped dwellings. The previously approved Multiple Dwellings in this section of the site, comprised a mix of bedsit, one bed and two bed units. The proposed Grouped Dwellings are a mixture of three and four bedroom units.
The proposed development sits effectively within the same footprint on the site and with similar setbacks as the existing approved development. The proposed units are four new typologies specifically designed for this portion of the total development. The proposed Grouped Dwellings will face the surrounding public road network (Berthold Street and Handford Place), with all vehicle access (except Lot SA7) being from the proposed internal Road No. 4. This will result in a reduction of vehicle crossovers onto Handford Place, in comparison to the previously approved development.

Approved



Proposed



Approved

Proposed

BERTHOLD STREET (EAST ELEVATION)



HANFORD STREET (SOUTH ELEVATION)

Approved



Proposed



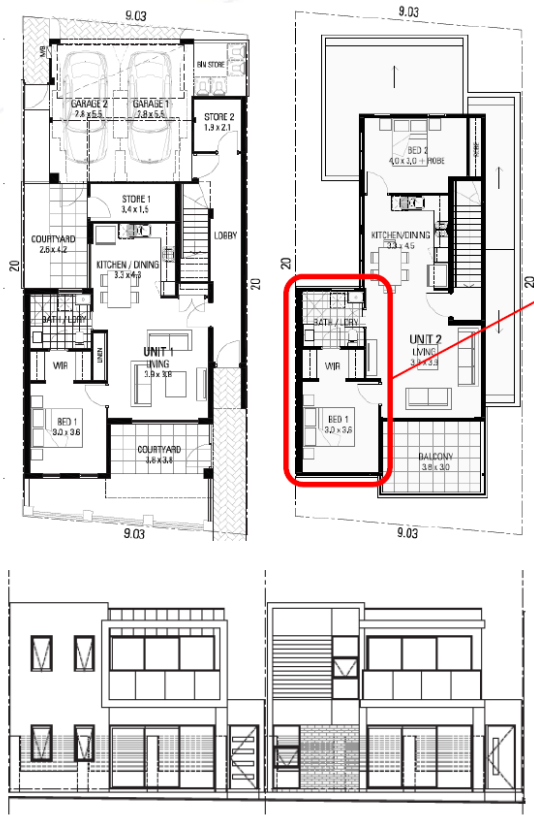
The applicant has indicated the motivation for the change is in response to market feedback, in particular clear preference by purchasers for affordable grouped housing designs over the ability to compartmentalise and independently occupy/lease separate portions of the 'triple key' Multiple Dwellings.

Alterations to the Design of Six Multiple Dwellings

The modifications to the development in the south west corner of the subject site is limited to rearrangement of six two storey Multiple Dwellings, these being Lots 801 – 806. These alterations include:

- Upper floor:
  - Relocation of the front bedroom and bathroom to the rear of the dwelling atop the ground floor garage.
- Ground floor:
  - Minor expansion of Bed 1;
  - Alterations to stores and bin store location.

APPROVED DEVELOPMENT



FORM 2 AMENDED DESIGN



The applicant has indicated the motivation for the change is to reduce the cost of construction (by reducing the extent of boundary wall construction), in response to market feedback and slow sales for this form of development.

Concurrent Subdivision Applications

Whilst not part of this application, it should be noted that the applicant has also lodged a survey strata subdivision application with the Western Australian Planning Commission (WAPC) to facilitate the subdivision of the south eastern corner of the site. This application proposed the creation of eight survey strata lots to facilitate the development of the proposed grouped dwellings. The survey strata subdivision application is currently deferred, pending the determination of this Form 2 development application. The applicant has also indicated it intends to lodge a revised freehold subdivision application once the Form 2 development application is determined. Copies of these subdivision plans are included in Attachments 17 and 18. It should be noted that, both the current Freehold and Survey Strata Subdivision applications are amendments to previously approved subdivisions over the subject site.

The intent of the applicant / landowner to subdivide the property has been demonstrated by concurrent subdivision and development applications. As such, the concurrency of both applications should be taken into consideration as part of the assessment of the development application. Whilst no detail has been provided as part of the development application, it is likely that the proposed freehold lots will be further divided into strata units for each multiple dwelling following the construction of development.

Background:

Previous Applications

In May 2017, three applications for the subject site were submitted, these being:

- Joint Development Assessment Panel (JDAP) Development Application for 47 Multiple Dwellings and 52 Grouped Dwellings;
- Freehold Subdivision to create 19 freehold lots for the multiple dwelling component of the development; and
- Survey Strata Subdivision to create 52 survey strata lots and areas of common property (including internal roads and open space areas) for the grouped dwelling component of the development.

The Metro South West Joint Development Assessment Panel (JDAP) at its meeting on 8 November 2017 granted development approval, subject to conditions, for 47 Multiple Dwellings and 52 Grouped Dwellings on the subject site (refer Attachment 1).

The City has also recently approved development applications for a temporary sales office, display home and signage on the subject site to facilitate development sales.

Application for Review

Following the JDAP's determination of the original development application in November 2017, the applicant lodged a review with the State Administrative Tribunal (SAT) in regard to a number of the conditions of approval pertaining to vehicle access arrangements and required design changes. In this regard, the City liaised with the applicant resulting in minor amendments to the development plans to meet and comply with the conditions of the original approval. These alterations were undertaken to the City's satisfaction and the applicant subsequently withdrew the SAT application for review.

In March 2018, the WAPC approved both the Freehold and Survey Strata subdivision applications, subject to conditions. The applicant subsequently submitted requests for reconsideration to the WAPC relating to the below condition (and supplementary advice note) on both these subdivision approvals:

> Condition
> All dwellings being constructed in accordance with the Responsibility Authority Development Approval (DAP/17/01215) or such other development approval as the responsible authority may grant, and in accordance with the extent of building work required by the local government to be completed on a staged basis, prior to the submission of the diagram or plan of survey (deposited plan). (Local Government)
>
> Advice Note
> In regard to Condition 4/5, the extent of building work does not necessarily require that the buildings be constructed to plate height.

The City has been advised by the Department of Planning, Lands and Heritage (DPLH) that these requests for reconsideration remain outstanding.

Site Context

The subject site is located within the Kwinana Secondary Centre, identified under State Planning Policy 4.2 – Activity Centres for Perth and Peel. The site is located on the northernmost periphery of the centre, in a prominent location abutting Gilmore Avenue which provides the primary access into the Kwinana City Centre. The planning framework for the site has been developed with the site's prominent location in mind, and seeks to develop the site as a 'Gateway' into the Kwinana City Centre.

Site History

The subject site was previously owned by the Department of Education (DET) and formed part of a larger lot which was the former Kwinana High School site. In 2007, the site was redeveloped which included the construction of the Kwinana Automotive TAFE, the construction of Gilmore College high school buildings, and the demolition of the Kwinana High School buildings. During this redevelopment, a number of portions of land on the periphery of the school site (including the subject site) were identified as surplus to the DET's requirements and were subdivided into separate land parcels.

The City developed the Town Centre Master Plan and Design Guidelines (Master Plan) in 2007 to guide the development of the Kwinana City Centre. The Master Plan identifies the subject site for future development potential for a range of land uses which are compatible with both the adjacent Education Precinct and consistent with the context of the broader City Centre location.

Site Analysis

The subject site is bound by Gilmore Avenue along its western boundary, Berthold Street to its northern and eastern boundaries and Handford Place to its southern boundary, and is situated approximately 600 metres north of the Kwinana City Centre core. The subject site comprises approximately 1.36 hectares, with a frontage of approximately 186 metres to Gilmore Avenue, and a width varying between 50 and 75 metres. Gilmore Avenue is identified as a Category 2 - Other Regional Road under the MRS. Gilmore Avenue has a reservation of approximately 80 metres wide, is well vegetated / landscaped and provides a buffer between the site and Medina residences to the west. The subject site is mostly cleared. Earthworks are currently being undertaken for the southern section of the site, which will form Stage 1 of the proposed development.

Gilmore College and Orelia Primary School are located to the east and north of the subject site respectively. There is existing car parking, service access and pedestrian access along Berthold Street which also includes an entry into Gilmore College. It should however be noted that the primary access / child drop-off points for both schools are located on other roads away from the subject site. The Kwinana Automotive TAFE facility is located to the south of the subject site which gains vehicle access from both Gilmore Avenue and Berthold Street.

Access

Vehicular access to the site is restricted to movements via Berthold Street and Handford Place, with no direct access provided via Gilmore Avenue. The application reflects this, with vehicle access proposed from Berthold Street and Handford Place only. The development is orientated to address all surrounding streets, with an

internal road network to provide the majority of vehicle access at the rear of the dwellings on the periphery of the site. Pedestrian access is provided from individual dwellings to all surrounding streets via two internal east-west footpaths and direct access from dwellings to the public footpath networks.

Planning Framework

City of Kwinana Town Centre Master Plan and Design Guidelines

Council in 2007, developed a Town Centre Master Plan and Design Guidelines for the entire 92 hectares of what forms the Kwinana City Centre. The primary objective of the Master Plan is to ensure the City Centre is the focus of retail, commercial, community and entertainment activity within the City. The Master Plan encourages mixed use City Centre development, a walkable centre and access to frequent public transport, and aims to provide for a range of housing choices. It aims to develop a vibrant and safe activity centre adding to Kwinana's community identity and character.

The Master Plan notes the Department of Education (DoE) had indicated the subject site as a residential site, providing an opportunity to maximize the number of households within walking distance of the educational facilities, and increasing the level of surveillance of the school grounds, particularly at night. Alternatively, the Master Plan notes that frontage on Gilmore Avenue and excellent exposure to traffic entering the Town Centre may make the site attractive to other institutional uses with a connection to the education functions, or to a corporate headquarters or cluster of smaller office tenants. Irrespective of the ultimate land uses (which were left open to the future), the Master Plan included a number of development guidelines for the site primarily dealing with access and built form setbacks.

Following the redevelopment of the Kwinana High School, the DoE in conjunction with Landcorp facilitated the rezoning of the subject site from Public Purposes to Urban under the MRS and Development zone under the local Scheme.

In 2013, the City initiated and adopted a Scheme Amendment and Local Structure Plan (LSP) to guide the development of the site. The Scheme Amendment introduced a development area over the site to provide specific land use and development control provisions for the site which included specifying particular land uses and requiring development to meet certain built form objectives.

The WAPC considered both the Scheme Amendment and LSP and took the view that together the documents were too prescriptive, and not required given the size of the site. The amendment and LSP were subsequently not pursued against the desire of City Officers who preferred the greater statutory weight and authority which the amendment in particular would have provided for land uses and development control. On advice from the WAPC, Council subsequently adopted a Detailed Area Plan (DAP - currently now referred to as Local Development Plans) over the site in July 2015 (refer Attachment 19), which includes objectives for the site and many of the land use controls and development requirements previously included in the Scheme Amendment and LSP.

The DAP (in conjunction with the R-Codes) is the primary document which controls the planning and development objectives for the site alongside other parts of the City's Local Planning Scheme No 2 (LPS 2) and the WAPC's Residential Design Codes (which apply unless varied by the DAP). Under the changes to planning

legislation introduced by the State Government in October 2015 *(Planning and Development (Local Planning Schemes) Regulations 2015)*, reg. 59 notes that *'A decision maker for an application for development approval in an area that is covered by a local development plan that has been approved by the local government must have due regard to, but is not bound by, the local development plan when deciding the application'.*

City Officers are obliged to consider the application against the provisions of the Master Plan, LPS 2 (including the DAP), and, the R-Codes.

Legislation and Policy:

The legislative framework providing for the assessment and determination of the subject application is as follows;

Legislation

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
City of Kwinana Local Planning Scheme No. 2

State Government Policies

State Planning Policy SPP 3.1 – Residential Design Codes of Western Australia
State Planning Policy SPP 4.2 – Activity Centres for Perth and Peel
Development Control Policy 1.3 – Strata Titles
Development Control Policy 2.6 – Residential Road Planning

Local Policies

City of Kwinana Town Centre Master Plan and Design Guidelines
City of Kwinana Local Planning Policy 2 – Streetscapes
City of Kwinana Local Planning Policy 8 – Designing Out Crime
City of Kwinana Local Planning Policy 3.3.24 – Residential Development
Detail Area Plan – Lot 503 Berthold Street, Orelia

Consultation:

Public Consultation

The development proposes two land uses which are both Permitted uses under the Scheme and do not require consultation. Notwithstanding this, given the scale of the development proposed and the close proximity to the adjacent Education Precinct the City chose to consult with the adjacent Orelia Primary School and Gilmore College. The City wrote to these schools notifying them of the proposed development and inviting submissions within a 14 day period. In this regard, the City did not receive any submissions of objection to the proposal from either school.

Consultation with other Agencies or Consultants

The original development application was referred to the Infrastructure and Land Use Coordination Branch (ILUC) of the DPLH for its consideration regarding the traffic implications of the proposal, as Gilmore Avenue is a Category 2 Other Regional Road under the MRS and is not under the control of Main Roads. As the proposed

amendment will result in an overall reduction in dwelling yield than the previously approved development, the Form 2 application was not required to be referred to ILUC for its consideration.

Planning Assessment:

Local Planning Scheme

The subject site is zoned 'Development' under the City's Local Planning Scheme No. 2. Clause 6.17.2 of the Scheme states within the Development Zone or a Development Area, or the relevant portion of the Zone or Area, unless there is an adopted Structure Plan the local government is not to:

(a) Consider recommending subdivision; or

(b) approve an application for Planning Approval."

Clauses 6.15.3 and 6.15.4 of the Scheme require all subdivision and development to be generally in accordance with the provision of the Structure Plan. Notwithstanding this, development may be considered in the absence of a structure plan. Clause 27 (2) of Schedule 2 – Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) states:

"A decision-maker for an application for development approval or subdivision approval in an area referred to in Clause 15 as being an area of which a structure plan may be prepared, but for which no structure plan has been approved by the Commission, may approve the application if the decision-maker is satisfied that –

(a) the proposed development or subdivision does not conflict with the principles of orderly and proper planning; and
(b) the proposed development or subdivision would not prejudice the overall development potential of the area."

In consideration of the above, Council adopted a DAP across the site, in lieu of a local structure plan, which controls land use and development. In this regard, the DAP is the primary planning document relevant to the subject site in conjunction with the Residential Design Codes of W.A.

Detailed Area Plan Assessment

The DAP prepared for the subject site was endorsed by Council in July 2015 to control land use and development. The key objectives of the plan are to clarify commercial and mixed-use development opportunities as viable development options to:

- Achieve a mix of predominantly commercial, institutional/community uses to complement and support the regional function of the Kwinana Town Centre;
- Introduce high-density residential options within a safe environment with ready access to public transport; and
- Promote a high standard of urban design and architectural form for this gateway site and deliver built form outcomes that visually connect with surrounding streets.

The following section will address the development against the relevant provisions of the DAP. It should be noted that this application proposes amendments to the

previous development approval for the overall subject site. The previous development approval conditions will remain enforceable once this Form 2 application is determined, except where these conditions are varied as indicated in the officer recommendation above.

<table>
<tr><th>Item</th><th>Requirement</th><th>Proposal</th><th>Compliance</th></tr>
<tr><td>5. Land Use</td><td>The following table indicates the land use permissibility for the “Development” zone. Any use not listed in the table is a use not permitted.
<table>
<tr><th>Permitted Use (P)</th><th>Use not permitted unless Council granted approval (AA)</th><th>Use not permitted unless Council granted approval after giving notice (SA)</th></tr>
<tr><td>• Amenity Building
• Child Care Centre
• Civic Building
• Educational Establishment
• Grouped Dwelling
• Laundry
• Medical Clinic
• Multiple Dwellings
• Museum
• Office & Professional Office
• Public Assembly (Place of Worship)
• Public Utility
• Public Worship</td><td>• Aged and/ or Dependent Persons Accommodation & Dwelling
• Commercial Hall
• Consulting Rooms
• Funeral Parlour
• Health Studio
• Home Occupation
• Licensed Restaurant
• Motel
• Non-residential Health Centre
• Private Hotel
• Recreation facility, Private and Public Recreation
• Private Utility
• Public Amusement
• Telecommunica- tion Infrastructure</td><td>• Dry Cleaning Premises
• Holiday Accommodation
• Hospital
• Hotel
• Veterinary Clinic & Veterinary Hospital
Use to be dependent upon the predominan use of the land (IP)
• Caretakers House/Flat
• Car Park
• Eating House
• Local Shop
• Shop</td></tr>
</table></td><td>The proposal consists of both Grouped and Multiple Dwellings which are both permitted uses.</td><td>Complies</td></tr>
<tr><td>6. Gateway Element</td><td>A 40m radius from the north western corner of the site defines the “Gateway” locality to serve as an entry statement into the Kwinana Town Centre.</td><td>Not Applicable</td><td>Not Applicable</td></tr>
<tr><td>7. Gateway Land Use</td><td>The following uses will not be permitted within the Gateway locality:
- Home Occupation
- Laundry
- Licensed Restaurant
- Local Shop
- Private and Public Recreation
- Public Amusement
- Shop.</td><td>Not Applicable</td><td>Not Applicable</td></tr>
<tr><td>8. Gateway</td><td>Building height may be increased to 4 storeys to establish</td><td>Not Applicable</td><td>Not Applicable</td></tr>
</table>

Height	address to this gateway corner.		
9. Setbacks	The setbacks for non-residential development on all boundaries are 0m.	Not Applicable	Not Applicable
10. Setbacks	Maximum 10m setback applies along Gilmore Ave street boundary.	The development proposed setback to Gilmore Ave varies between 1.5 – 5 metres.	Complies
11. Setbacks	Residential development to adhere to setback requirements under the R-Codes (R80).	Refer to Part 5 and 6 - R Codes Assessment Tables	
12. Height	Minimum height of 2 storeys applies across the site with a maximum height of 3 storeys.	The application proposes two storey buildings.	Complies.
13. Gateway Height	Height may be increased to 4 storeys within the "Gateway" locality.	Not Applicable	Not Applicable
14. Site Coverage	DAP Provision: A 100% site coverage may be permitted, provided that the development suitably addresses access, car parking, circulation, servicing and loading. R Codes Requirements for R80 density: Grouped Dwellings: 70% Site Cover Multiple Dwellings: Refers to LSP or LDP requirement	Refer to Part 5 – R Codes Assessment.	The City does not consider the development suitably addresses issues relating to car parking. These issues are discussed in greater depth in the body of this report. The requirements of the DAP are variations to the R-Code requirements. Where the DAP requirements do not apply, the relevant requirements of the R-Codes prevail. As the City does not believe the development suitably addresses these issues the City has not applied this provision of the DAP and instead refers to the relevant provisions of the R Codes relating to site cover. In this instance, the R Codes

			does not specify a minimum open space requirement for multiple dwellings at R80, however Grouped Dwellings require minimum open space of 30%. Refer to Part 5 – R Codes Assessment for further information.
15. Plot Ratio	A maximum plot ratio of 2.0 applies to any development over the site.		Not Applicable
16. Plot Ratio	Should the site or any subdivided portion thereof be used purely for residential purposes, not in a mixed-use development, a Plot Ratio of 1.0 shall apply to that residential portion.	Refer to Part 6 R Codes assessment.	
17. Density	A maximum density of R80.	60 Grouped Dwellings proposed Grouped Dwelling Site Area: 10589m2/120 = Max Yield 88 dwellings	Complies
18. Density	A minimum density code of R40 applies to any Grouped Housing development.	60 Grouped Dwellings proposed R40 density Grouped Dwelling Site Area: 10589m2/220 = Minimum Yield 42 dwellings	Complies
19. Car Parking	Car parking will be provided on-site in accordance with TPS 2. Residential parking standard under the R-Codes apply.	Please refer to section below on parking assessment.	
20. Car Parking	No permanent long term parking is to be provided within the 10m setback from Gilmore Avenue and any parking in this area may only be used for purposes of stopping and drop-off.	Resident car parking is located within garages. Most visitor parking is located on street within the communal streets or utilising existing on street bays on Berthold Street. No car parking bays are proposed within the 10m setback to	Complies

		Gilmore Avenue as part of this application.	
21. Car Parking	Dedicated bicycle parking for residential development will be provided in accordance with the R-Codes, whereas one (1) dedicated bicycle parking space will be provided per 500m2 of NLA for any non-residential use.	Please refer to section of parking.	A condition has been recommended to require bicycle parking.
22. Visual Surveillance	Building facades are to include windows and balconies to achieve visual surveillance to Gilmore Avenue and the Education Precinct.	Buildings adjacent to Gilmore Avenue provide large window openings, glass sliding doors to habitable rooms and balconies which provide active and passive surveillance opportunities to Gilmore Avenue. Buildings facing other streets provide major openings and balconies which provide visual surveillance of the surrounding street network.	Complies
23. Public Open Space	POS required for the development will be permitted as cash in lieu.	No public open space is provided as part of the proposed development.	A condition was included for POS to be provided on the subdivision approval previously issued by the WAPC. It is anticipated that POS will be provided via a cash in lieu contribution.
24. Landscaping	Landscaping should be developed and maintained in accordance with the Kwinana Town Centre Master Plan and Design Guidelines.	Refer to Part 6 R-Codes assessment	A condition was applied to the original development approval that a Landscaping Plan be submitted for approval prior to the lodgement of a building permit application.
25. Service Areas	Service areas are to be appropriately contained on site and screened from view of public streets and right of way streets.	Service areas within dwelling lots are screened. No common service pick up areas are provided as part of the development.	Complies. An amended Waste Management Plan has been

			recommended as a condition of approval to ensure sufficient rubbish collection points are provided in appropriate locations.
26. Noise Amelioration	Any development within 40m of Gilmore Avenue requires a noise assessment to determine the impact of road noise on the proposed end use and define measures to accommodate noise suppression and screening to achieve acceptable noise attenuation.	A Transport Noise Assessment has been provided as part of the original development application to address potential road noise from Gilmore Avenue. This assessment reveals that buildings directly abutting Gilmore Avenue will be required to incorporate 'Package A' attenuations measures.	A condition has been recommended that an amended Transport Noise Assessment is provided to reflect the proposed design and implemented thereafter. A condition is recommended for Section 70A Notifications to be placed on titles of the affected units.
27. Developer Contributions	The developer will pay the City a levy per residential unit for the ongoing costs of managing mosquitos and midges in the City.	The applicant anticipates a condition of approval regarding these contributions.	The original approval includes a condition for the payment of contributions to the management of mosquitos and midges within the City.

The following sections provide the assessment of the development in accordance with Part 5 and Part 6 of the R-Codes.

R-Codes Part 5 – Grouped Dwellings

Item	Requirement	Proposal	Compliance
5.1.1 Site Area	R80. Min lot size = 100sqm Average lot size = 120sqm Grouped Dwelling site area = 10589m^2/120 = Maximum yield permissible – 88 units	60 Grouped Dwellings proposed	Complies.
5.1.2 Street Setback	Required setback of 1 metre to Primary and Secondary Streets	Lot SA1 - 2m primary setback proposed / Nil Secondary (variation) Lots SA2 – 6 - 2m primary setback proposed Lot SA7 – 1m Primary setback proposed / 2m secondary setback / 700mm setback proposed to corner truncation (variation) Lot SA8 – 2m primary setback proposed / 750mm secondary street setback proposed (variation)	The following setbacks do not comply: Lot SA1 - Secondary street setback – Nil setback proposed Lot SA7 – 700mm setback proposed to corner truncation (Secondary Street Setback) Lot SA8 – 750mm secondary street setback proposed A number of units propose minor variations to the secondary street setbacks which in the opinion of City Officers have limited amenity impacts and are supported in a City Centre location. These setback variations are similar to those previously granted as part of the original development application. Given the relatively minor nature of the non compliance, the variations can be supported.

5.1.3 Lot Boundary Setback	C3.1 - Buildings which are set back in accordance with the following provisions, subject to any additional measures in other elements of the R-Codes: C3.2 Walls may be built up to a lot boundary behind the street setback (specified in Table 1 and in accordance with clauses 5.1.2, 5.2.1 and 5.2.2), within the following limits and subject to the overshadowing provisions of clause 5.4.2 and Figure Series 11: i. where the wall abuts an existing or simultaneously constructed wall of similar or greater dimension; iii. in areas coded R30 and higher, walls not higher than 3.5m with an average of 3m or less, for two-thirds the length of the balance of the lot boundary behind the front setback, to one side boundary only; or iv. where both the subject site and the affected adjoining site are created in a plan of subdivision submitted concurrently with the development application.	C3.1 – N/A C3.2 – Subdivision applications have been submitted concurrently with the proposed development application and as such all proposed boundary walls comply with Clause 5.1.3 C3.2 iv of the Codes.	Complies
5.1.4 Open Space	Minimum 30% Open Space The site of the grouped dwelling, for	Refer to Attachment 20	As seen in Attachment 20 some units do not meet the 30% open space requirement when calculated

	the purposes of calculating the open space requirement, shall include the area allocated for the exclusive use of that dwelling and the proportionate share of any associated common property.		on the proposed strata lot area, with some units providing 20% open space for the exclusive use of the resident. Notwithstanding this, the R Codes Clause 5.1.4 C4 enables the proportionate share of common property to be included when calculating open space. The majority of common property within the proposed development comprises of communal streets, with only 6% of 3409m^2 common property being usable communal open space areas. Officers note that the application complies with the minimum open space requirement set out in the R Codes. Complies
5.1.5 Communal Open Space	Where communal open space is provided as common property in a grouped dwelling development, the open space required for any grouped dwelling having legal and direct physical access to that open space may be reduced by up to 20 per cent of the required open space area provided that: i. the aggregate of deducted area does not exceed the area of communal open	Minimum open space is compliant.	N/A

	space; and ii. the outdoor living area for any dwelling is not reduced in area.		
5.1.6 Building Height	The Detailed Area Plan for the site specifies a minimum height of two storeys.	All proposed buildings are two storeys.	Complies
5.2.1 Setback of Garages and Carports	C1.1 Garages set back 4.5m from the primary street except that the setback may be reduced: i. in accordance with Figure 8b where the garage adjoins a dwelling provided the garage is at least 0.5m behind the dwelling alignment (excluding any porch, verandah or balcony); or. ii. to 3m where the garage allows vehicles to be parked parallel to the street. The wall parallel to the street must include openings. C1.3 - Garages and carports built up to the boundary abutting a private street or right-of-way which is not the primary or secondary street boundary for the dwelling, with manoeuvring space of at least 6m, located immediately in front of the opening to the garage or carport and permanently available. C1.4 - Garages and carports set back	Lots SA1 – 7 comply with Clause C1.3 Lot SA8 – Proposed setback of 2.2m – Complies with Clause C1.4.	Complies

	1.5m from a secondary street.		
5.2.2 Garage Width	Where a garage is located in front or within 1m of the building, a garage door and its supporting structures (or a garage wall where a garage is aligned parallel to the street) facing the primary street is not to occupy more than 50 per cent of the frontage at the setback line as viewed from the street. This may be increased to 60 per cent where an upper floor or balcony extends for the full width of the garage and the entrance to the dwelling is clearly visible from the primary street.	Not Applicable. Proposed garages do not face primary streets.	Not Applicable
5.2.3 Street Surveillance	C3.1 - The street elevation(s) of the dwelling to address the street with clearly definable entry points visible and accessed from the street. C3.2 - At least one major opening from a habitable room of the dwelling faces the street and the pedestrian or vehicular approach to the dwelling.	Major openings from habitable rooms provided to all dwellings facing the street. All dwelling entry points are clearly defined.	Complies
5.2.4 Street Walls and Fences	Front fences within the primary street setback being visually permeable above 1.2 metres in height.	Fences proposed are visually permeable above 1.2 metres.	Complies
5.2.5 Sight Lines	Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a driveway meets	Proposed walls and fences are adequately truncated where communal streets and driveways meet public roads.	Complies

	a public street and where two streets intersect.		
5.2.6 Appearance of Retained Dwelling		The site is vacant. There are no existing dwellings on site.	Not Applicable
5.3.1 Outdoor Living Area	C1.1 - An outdoor living area to be provided: • minimum dimension 16m^2; • behind the street setback area; • directly accessible from a habitable room of the dwelling; • with a minimum length and width dimension of 4m; and • to have at least two-thirds of the required area without permanent roof cover. C1.2 - Each multiple dwelling is provided with at least one balcony or the equivalent, opening directly from a habitable room and with a minimum area of 10m2 and minimum dimension of 2.4m.	C1.1: Unit Type 7 (Lot SA 8) – 2.6m x 5.6m = 14.56m2 Unit Type 8 (Lot SA 7) – 2.4m x 5.1m = 12.24m2 Unit Type 9 (Lots SA 2, SA 3 and SA 6) – 4m x 4.4m = 17.6m2 Unit Type 10 (Lots SA 4 and SA 5) – 4.4m x 5.2m = 22.88m2 Unit Type 10a (Lot SA 1) – 4m x 4.46m = 17.84m2	Unit Types 9, 10 & 10a all comply with the R-Codes requirements. In regards to the unit Types 7 and 8, the City considers this variation is acceptable given the layout of the dwelling. The dwelling is an 'upside down' house, with living areas located on the 1st floor and bedrooms on the ground floor. Whilst some open space is available on the ground floor, this cannot be considered as outdoor living area as this area is not accessible from a habitable room. The dwellings do provide a balcony accessed off the living area. Whilst the area does not meet the 16m2 minimum area specified in Part 5 of the Codes, the space does meet the requirements for multiple dwellings. Given the layout of the dwelling and that if this dwelling was constructed in a multiple dwelling arrangement, a 10m2 balcony would be acceptable it is recommended this variation be supported. This approach is consistent with the Type 5 units approved as part of the original development application.

5.3.2 Landscaping	Refer assessment in Part 6 below		
5.3.3 Parking	C3.1 – Minimum on site car parking: Location A: - 1 bed dwelling = 1 space - 2+ bed dwelling = 1 space C3.2 – On site visitors car parking: - 1 space per 4 dwellings or part thereof C3.3 - The minimum number of on-site car parking spaces is provided for each multiple dwelling as required by clause 6.3.3 C3.1.		Refer to Parking assessment section further in report.
5.3.4 Design of Car Parking Spaces			Refer to Parking assessment section further in report.
5.3.5 Vehicular Access		The proposed amendment does not alter the existing approved communal street network of the development.	Not Applicable
5.3.6 Pedestrian Access	C6.1 – Where a group of 10 or more dwellings is served by a communal street, either between a public street or a communal car parking area and individual dwellings; a pedestrian path separate from the vehicular access is provided, designed according to AS1428.1, provides an accessible path of travel and is at least 1.2m in width.	C6.1 – N/A	Complies except C6.3. However, the City considers the variation to C6.3 as appropriate. Given the R Codes requires a 1 metre setback for dwellings in an R80 coded area, the requirement for screening or a 3m setback to major openings from a communal street is excessive. The majority of the affected major openings are located behind fencing which will provide a level of

	C6.2 - Where a communal street serves more than two dwellings and is shared by pedestrians and vehicles, the configuration of the pedestrian and vehicular routes is to provide clear sight lines, adequate lighting and paving surfaces to slow traffic to ensure pedestrian safety. C6.3 - A communal street or pedestrian path is to be no closer than 3m to any wall with a major opening unless privacy screening is provided. C6.4 – For multiple dwellings with only stair access, staircases are designed to access no more than two dwellings per floor level and the stairs, landings and porches are to be protected from the weather. C6.5 - Pedestrian paths provided as required by clause 5.3.2 C2 ii	C6.2 – N/A C6.3 – The following units have major openings within 3m of a communal street: Units SA1 and SA8 All other units comply. C6.4 – N/A to grouped dwellings. C6.5 – refer to Part 6 R Codes assessment	separation and screening between dwellings and the communal street. This variation is consistent with that previously approved as part of the original development application.
5.3.7 Site Works	C7.1 - Excavation of fill between the street and building or within 3m (whichever is lesser) limited to 500mm. The City's Residential LPP varies this requirement to allow retaining within the front setback to a maximum of 1.2 metres high. C7.2 - Excavation of fill behind the	C7.1 - The development does not propose a difference in levels within the front setback of greater than 1.2 metres. C7.2 – It is anticipated that where retaining walls are required in excess of 500mm in high, fences will be located on top of any this retaining.	Complies

	street setback limited by compliance with height and setback requirements. The City's Residential LPP varies this requirement to permit walls higher than 500mm on the boundary where a fence is located on top of the wall.		
5.3.8 Retaining Walls	Retaining walls to be setback from lot boundaries in accordance with Table 1. Walls less than 500mm may be built up to the boundary The City's Residential LPP varies this requirement to permit walls higher than 500mm on the boundary where a fence is located on top of the wall.	Fencing is proposed on top of all proposed retaining walls.	Complies.
5.3.9 Stormwater Management	Water drainage from roofs, driveways, communal streets & other impermeable surfaces shall be directed to garden areas, sumps or rainwater tanks within the site.	Stormwater plan provided showing drainage storage locations to be accommodated within communal streets.	A condition requiring a stormwater management plan as a condition of approval to demonstrate a 1 in 20 year event can be contained on site was included on the original development application.
5.4.1 Visual Privacy	Major openings & unenclosed outdoor active habitable spaces, greater than 500mm above NGL, behind the street setback line to be setback: - 3m for major openings to bedrooms & studies - 4.5m for major openings to other habitable rooms - 6m for unenclosed outdoor active habitable spaces Or screened as per C1.2	Units of Lots SA4 and 5 require screening to prevent overlooking for the upper floor bedroom to the neighbouring courtyard.	Complies, except for the following units: SA4 and 5. A condition of approval is recommended to provide screening or obscure glazing to these windows.

5.4.2 Solar Access for Adjoining Sites	Overshadowing adjoining properties does not exceed 50% of site area at midday, 21st June	All buildings do not overshadowing adjoining properties by greater than 50%.	Complies
5.4.3 Outbuildings		There are no outbuildings proposed.	N/A
5.4.4 External Fixtures, Utilities and Facilities	C4.1, C4.2 - Solar collectors, standard television aerials, plumbing vent pipes and down pipes permitted. C4.3 - Other external fixtures are: - Not visible from primary street - Designed to integrate with building or - Located so as not to be visually obtrusive C4.4 - Antennas, satellite dishes not visible from primary or secondary street C4.5 - An enclosed, lockable storage area, constructed in a design and material matching the dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m (1m where located within garages) with an internal area of at least 4m2, for each grouped or multiple dwelling(s). C4.6 - Where rubbish bins are not collected from the street immediately adjoining a dwelling, there shall be provision of a communal pick-up area or areas which are:	C4.1 – 4.4 - Limited detail provided as part of application. C4.5 – Type 7 – 4.59m2 Type 8 – 4m2 Type 9 – 4.2m2 Type 10 – 4.18m2 Type 10a – 4.18m2 All stores comply with minimum dimensions and sizes. C4.6 – A waste management plan was approved as part of the original development approval showing indicative bin pick up locations on Berthold Street, Handford Place and the north south communal street (comprising Roads 1, 2 & 3). The City anticipates that there is adequate space to accommodate the required bin pads for bin collection, however the City considers that an amended waste management plan be prepared to reflect the proposed changes to the development layout and to ensure there is a clear plan indicating appropriate bin collection pads for each unit. C4.7 – Applicant has advised clothes drying can be accommodated within courtyards of grouped dwelling units.	The original development approval includes a condition which requires compliance with Clause 5.4.4, C4.1 – C4.4. C4.5 – Complies. C4.6 – The City has recommended an amended Waste Management Plan be prepared to reflect the current development layout and to confirm bin pick up locations within the development are sufficient to allow bin collection. C4.7 – The City supports the use of grouped dwelling courtyards for clothes drying for the majority of grouped dwelling units, where these facilities are screened from view. In Type 7 and 8 units where limited private space is available the City does not support the use of outdoor clothes lines. In these instances clothes drying facilities are not adequately screened from the street and to screen clothes drying areas would result in non-visually permeable fencing being used in front of the dwelling. This would

	i. conveniently located for rubbish and recycling pick-up; ii. accessible to residents; iii. adequate in area to store all rubbish bins; and iv. fully screened from view from the primary or secondary street C4.7 - Clothes-drying areas screened from view from the primary and secondary street.		detract from the streetscape and limit opportunities for visual surveillance. The City recommends a condition of approval requiring units in this situation are provided with electric clothes dryers within laundries.

R-Codes Part 6 – Multiple Dwellings

Item	Requirement	Proposal	Compliance
6.1.1 Building Size	R80 = Plot Ratio of 1.0.	35 Multiple dwellings proposed over subject site. Based on total site area of 3041.5m2 (set aside for multiple dwellings) the multiple dwelling development achieves a plot ratio of 0.71. On an individual lot basis all units fall under the plot ratio of 1, with the highest plot ratio being 0.76 for Lot 801 of the units proposed.	Complies
6.1.2 Building Height	Development complies with max building height set out in Table 4 – 12m to the top of external wall (roof above), 13m for concealed roof, 15m for a pitched roof.	The application proposes a maximum height of ~7m.	Complies

6.1.3 Street Setback	C3.1 Development complies with the minimum setback from the primary and secondary streets in accordance with Table 4. (2m setback for Primary and Secondary Street Boundaries) C3.2 Balconies located entirely within the property boundary	Street setbacks are generally compliant and all balconies within property boundary. Lot 801 – Min primary setback – 1.5m Lots 802 – 806 – Min primary setback 1.9m Lot 806 – Min secondary street – 1m	C3.1 - Non-compliant The multiple dwelling units, which are the subject of this amendment propose minor variations to the setback requirements. The primary setback variations for Lots 801 - 806 are as a result of the angled front boundary of these lots and whilst the setback of these dwellings, at the closest point, does not meet the minimum setback requirement, other portions of these dwellings are setback further than 2 metres from the primary street boundary. In the opinion of City Officers, the proposed setback variations will have limited amenity impacts and are supported in a City Centre location. Given the relatively minor nature of the non compliance, the variations can be supported. The proposed variations are consistent with the setbacks approved as part of the original development application. It should be noted that the majority of the proposed dwellings over the site comply with the setbacks. C3.2 - Complies
6.1.4 Lot Boundary Setbacks	Lot boundary setbacks in accordance with Table 5 of the R-Codes	Nil setback to all proposed internal boundaries.	Development complies at the current stage as there are no defined internal lot boundaries.

6.1.5 Open Space	Open Space complies with Table 4 of the R-Codes – Table 4 references approved Local Development Plan.		Complies with Detailed Area Plan site coverage which allows up to 100%.
6.2.1 Street Surveillance	C1.1 – The street elevation of the building to address the street, with facades parallel to the street and with clearly definable entry points visible and accessed from the street. C1.2 The building has habitable room windows or balconies which face the street.	All dwellings present a definable entry point to the street and contain windows into habitable room. All dwellings provide a balcony which addresses the street.	Complies
6.2.2 Street Walls and Fences	Front fences within the primary street setback area that are visually permeable to 1.2m above natural ground level.	Street walls with permeable infill panels are proposed. These walls do not exceed 1200mm.	Complies
6.2.3 Sight Lines	Walls, fences and other structures truncated or reduced to no higher than 0.75m within 1.5m of where walls, fences, other structures adjoin vehicle access points where a driveway meets a public street and where two streets intersect	Proposed walls and fences are adequately truncated where communal streets and driveways meet public roads.	Complies
6.2.4 Building appearance	C4 – Buildings that comply with the provisions of a special control area, with the provisions of a local planning policy made under the scheme or with the provisions of the scheme, in respect of the design of carports and garages, the colour, scale, materials and roof	All multiple dwelling buildings have been designed to have a minimum two storey height in accordance with the provisions of the DAP. The proposed multiple dwelling buildings within the 'gateway' location on the DAP have been increased in height to 3 storeys to meet these requirements.	Complies

	pitch of buildings including outbuildings, the form and materials of retaining walls and the extent to which the upper levels of buildings as viewed from the street should be limited.		
6.3.1 Outdoor Living Areas	C1 Each unit is to be provided with at least one balcony or equivalent accessed directly from a habitable room with a minimum area of 10m2 and a minimum dimension of 2.4m.	Unit Type M5 - Ground Floor – 3.8m x 4.4m = 16.72m2 First Floor – 2.8m x 3.8m = 10.64m2 Unit Type M5a – Ground Floor – 6m x 4.3m = 25.8m2 First Floor – 2.8m x 3.8m = 10.64m2 All units meet the 4m minimum dimension and are assessed from a habitable room.	Complies
6.3.2 Landscaping	C2 Landscaping of open spaces in accordance with the following: i. the street setback areas developed without car parking, except for visitors' bays, and with a maximum of 50 per cent hard surface; ii. separate pedestrian paths providing wheelchair accessibility connecting all entries to buildings with the public footpath and car parking areas;	Limited detail has been provided as part of the application so further detail will need to be provided in a landscaping plan demonstrating how landscaping is to be installed across the site and on an individual unit basis. All entry points appear wheelchair accessible.	Appears somewhat compliant however limited detail provided as part of application. A condition has been applied on the original development application requiring the submission of a Landscaping Plan. A condition was included on the previous development approval requiring disability access to visitor parking areas linking into the footpath network.

	iii. landscaping between each six consecutive external car parking spaces to include shade trees; iv. lighting provided to pathways, and communal open space and car-parking areas; and v. Clear sight lines at pedestrian and vehicle crossings.	No landscaping detailed as no parking areas contain 6 consecutive external parking bays. Internal street lighting proposed at the intersections of the internal road network. Pedestrian crossing points are located within visible areas of the development.	Complies Complies Complies
6.3.3 Parking	C3.1 – Car Parking spaces provided at the rate of 1 bay per multiple dwelling less than 110m2 (Location A); and visitor car parking spaces at 0.25 per dwelling C3.2 – Bicycle parking provided at the rate of one bay per three dwellings and one bay to each 10 dwellings for visitors	Unit sizes range from 54.6m2 to 79.8m2 (single and two bedroom units) requiring 1 bay per unit. 1 bay has been provided per unit. A total of 13 visitor parking bays have been provided on site. 24 bays are required to be provided. The applicant proposes to accommodate the shortfall of visitor parking utilising existing on street bays within the surrounding streets. No provision has been made or detailed on the development application plans for the provision of bicycle parking for either residents or visitors.	Complies on basis of Location A. Refer to explanation under Parking section in the report. Does not comply. Refer to discussion under Parking section in the report Not Compliant - No detail has been provided as part of the application. A condition has been recommended on the application requiring the provision of 12 bicycles spaces for residents and 4 spaces for visitors.
6.3.4 Design of Car Parking Spaces	C4.1 Car parking spaces and manoeuvring areas designed and provided in accordance with AS2890.1 (as amended).	Car Parking Spaces provided for both double and single garage widths, and tandem vehicle parking.	Generally complies, refer to parking section within report.

	C4.2 Visitor car parking spaces: • marked and clearly signposted as dedicated for visitor use only, and located close to or visible from the point of entry to the development and outside any security barrier; and • provide an accessible path of travel for people with disabilities. C4.3 Car parking areas comprising six or more spaces provided with landscaping between each six consecutive external car parking spaces to include shade trees. C4.4 All car parking spaces except visitors' car parking spaces fully concealed from the street or public place.	Visitor Parking Bays provided within the development. No detail has been provided on signage and accessible paths of travel for people with disabilities.	A condition is included on the previous development approval requiring the installation of visitor parking signage and the provision of an accessible path of travel for people with disabilities. N/A Complies all car parking spaces are contained within garages
6.3.5 Vehicular Access	C5.1 Vehicle access is limited to one opening per 20m street frontage that is visible from the street. C5.2 Access to on-site car parking spaces to be provided: - Where available from a right of way; - From a secondary street, where a right of way does not exist; - Primary street, where neither of the above is	C5.1 – The proposed amendment does not alter the existing approved communal street network of the development. C5.2 - All on site parking areas are designed to obtain access via the proposed internal road network.	Complies

	availible. C5.3 Driveways designed for two way access to allow for vehicles to enter the street in forward gear. C5.4 Driveways to be adequately paved and drained.	 C5.3 - All dwellings have been designed to gain access via the internal road network before entering the public street in a forward motion. C5.4 - Driveways and internal road networks have been shown as either paved or bituminised and drained to an internal drainage network.	
6.3.6 Site Works	C6.1 Excavation and filling not exceeding 0.5m within 3m of the street alignment	The development proposes an approximate difference between pre-development and finished levels of 200mm.	Complies
6.3.7 Retaining Walls	C7 Where a retaining wall less than 0.5m high is required on a lot boundary, it may be located up to the lot boundary or within 1m of the lot boundary to allow for an area assigned to landscaping, subject to the provisions of clause 6.3.6.	As above	Complies
6.3.8 Stormwater management	C8 All water draining from roofs, driveways, communal streets and other impermeable surfaces shall be directed to garden areas, sumps or rainwater tanks within the development site where climatic and soil conditions allow for the effective retention of stormwater on-site.	Detail provided as part of application indicates all storm water generated on site will be managed via a sub soil drainage system. No onsite sumps or rainwater tanks have been provided for potential reuse of stormwater.	A condition requiring the submission of a stormwater management plan was included on the original development approval.

6.4.1 Visual Privacy	C1.1 Major openings and unenclosed outdoor active habitable spaces, which have a floor level of more than 0.5m above natural ground level and overlook any part of any other residential property behind its street setback line are setback within the cone of vision requirements or provided with permanent screening or obscure glazing.	The development has located windows to limit the extent of overlooking and is generally compliant with the visual privacy clauses of the R-Codes. Units on Lot 801 – 805 require screening to be installed on balconies to restrict overlooking to adjacent balconies.	Generally compliant. A condition has been recommended on the application requiring the installation of permanent screening devices to be installed on the unit on lots 801 – 805.
6.4.2 Solar Access for Adjoining Sites	C2.1 Notwithstanding the lot boundary setbacks in clause 6.1.4, development in climatic zones 4, 5 and 6 of the State shall be so designed that its shadow cast at midday, 21 June onto any other adjoining property does not exceed the following limits: • on adjoining properties coded R25 and lower – 25 per cent of the site area; • on adjoining properties coded R30 to R40 inclusive – 35 per cent of the site area; • on adjoining properties coded R50 to R60 inclusive – 50 per cent of the site area.	The development is proposed over one lot. The R-Codes under clause 6.4.2 C2.1 does not specify a percentage of shading for lots coded higher than R60.	Not Applicable
6.4.3 Dwelling Size	C3.1 Development that contains more than 12 dwellings are to provide diversity in unit types and	C3.1 - The development proposes a total of 35 multiple dwelling units ranging from 54.6m2 to 79.8m2.	Complies

	sizes as follows: • minimum 20 per cent 1 bedroom dwellings, up to a maximum of 50 per cent of the development; and • minimum of 40 per cent 2 bedroom dwellings; and C3.2 The development does not contain any dwellings smaller than 40m2 plot ratio area.	13 (37% of apartments) are bedsit / single bedroom apartments have been proposed and 22 (62% of apartments) are two bedroom apartments. C3.2 – Complies.	
6.4.4 Outbuildings	N/A	No outbuildings proposed	N/A
6.4.5 External fixtures, Utilities and Facilities	C5.1 Solar collectors installed on the roof or other parts of buildings. C5.2 Television aerials of the standard type, essential plumbing vent pipes above the roof line and external roof water down pipes. C5.3 Other external fixtures provided they are: i. not visible from the primary street; ii. are designed to integrate with the building; or iii. are located so as not to be visually obtrusive. C5.4 Antennae, satellite dishes and the like not visible from the street. C5.5 An enclosed, lockable storage area, constructed in a design and material matching the	C5.1 – 5.4 - Limited detail provided as part of application. C5.5 – Unit Type 5 – Store 1 – 3.5m x 1.5m = 5.25m2	The original development approval includes a condition which requires compliance with Clause 6.4.5, C5.1 – C5.4. C5.5 - Complies

	building/dwelling where visible from the street, accessible from outside the dwelling, with a minimum dimension of 1.5m (1m where located within garages) and an internal area of at least 4m2 shall be provided for each multiple dwelling. C5.6 Where rubbish bins are not collected from the street immediately adjoining a dwelling, there shall be provision of a communal pick-up area or areas which are: i. conveniently located for rubbish and recycling pick-up; ii. accessible to residents; iii. adequate in area to store all rubbish bins; and iv. fully screened from view from the primary or secondary street. C5.7 Clothes-drying areas screened from view from the primary or secondary street.	Store 2 – 1.5m x 2.7m = 4.05m2 Unit Type 5a - Store 1 – 3.5m x 1.5m = 5.25m2 Store 2 – 1.5m x 2.7m = 4.05m2 C5.6 - Rubbish bin storage areas have been provided within each multiple dwelling area and are screened from view of the primary street. C5.7 - Clothes drying areas have not been detailed as part of the development.	C5.6 - The City has recommended an amended Waste Management Plan be prepared to confirm bin pick up locations within the development are sufficient to allow for bin collection. C5.7 - A condition has been recommended on the application requiring the installation of electric clothes drying facilities.

Officer Comments

The development as proposed sufficiently meets the majority of the R-Codes and DAP provisions, however a number of aspects of the development require conditions to address compliance matters. In this regard, the following section discusses aspects of the application which do not specifically meet the deemed-to-comply standards and/or require the inclusion of specific conditions of approval.

Parking Assessment

The provision of parking for the proposed development is set out in Clauses 5.5.3 and 6.3.3 of the Residential Design Codes for Grouped and Multiple Dwellings (R Codes) respectively. The R Codes require the provision of resident and visitor car parking for both Grouped and Multiple Dwellings and additional bicycle parking for Multiple Dwellings.

Locational Criteria

The R Codes provide for reduced car parking standards for smaller dwellings and development in close proximity to convenient public transport (either high frequency rail or bus). The proposed development is not located in close proximity to a railway (the nearest railway station is 2.7km from the subject site) and as such, only the provisions relating to bus services are discussed below.

Development can apply parking ratios for Location A where the site is within:

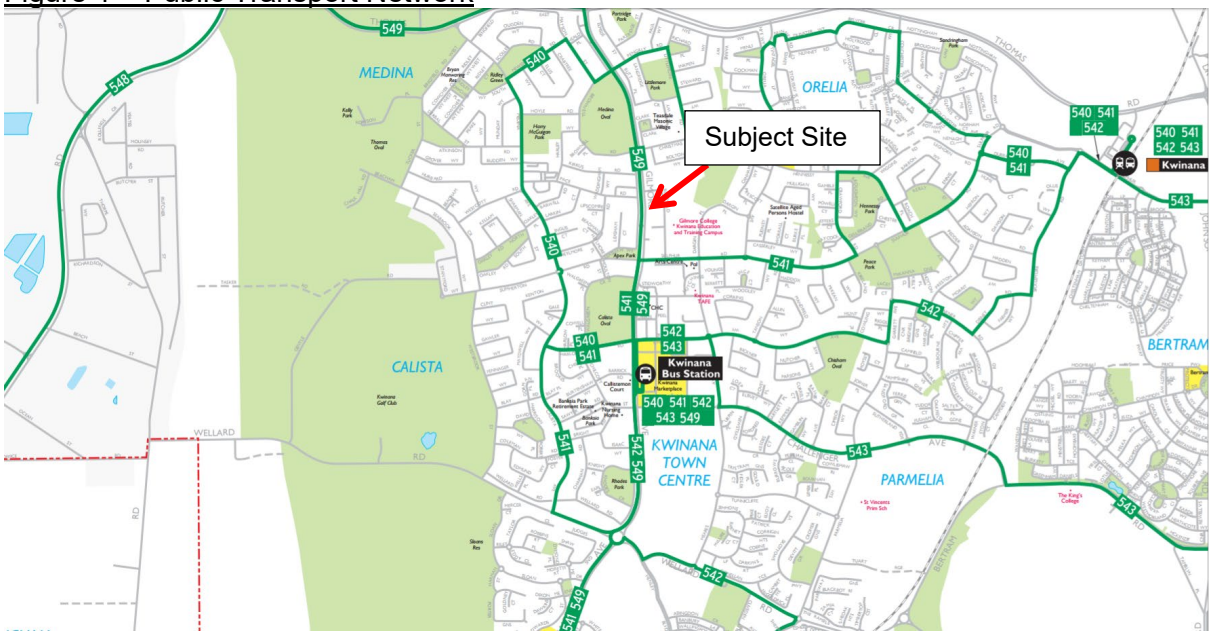
> *"250m of a high frequency bus route, measured in a straight line from along any part of the route to any part of a lot."*

A high frequency bus route is defined in the R Codes as:

> *"a public transport route with timed stops that runs a service at least every 15 minutes during week day peak periods (7 to 9am and 5 to 7pm)."*

There are a number of bus routes in the vicinity of the subject site (shown on Figure 1). The route 549 runs along Gilmore Avenue, adjacent to the development site and provides services between Fremantle and Rockingham, via Kwinana. Another service, the route 541 runs along Gilmore Avenue through the Kwinana City Centre, before turning off Sulphur Road toward Kwinana Train Station. This service connects Kwinana Train Station to the Kwinana City Centre Bus Station and continues to Wellard Station via Calista and Leda.

Figure 1 – Public Transport Network



Bus stops in close proximity to the site include the south bound bus stop for the 549 located on Gilmore Avenue close to Handford Place, 40 metres walking distance from the site. The northbound bus stop is located further south on Gilmore Avenue 80m north of Summerton Road, 160m walking distance from the site. Bus stops served by route 541 are further afield, with stops both towards Kwinana Station and towards Kwinana City Centre located on Sulphur Road, 200m from the development site. These distances are measured from the southern boundary of the subject site. It should be noted that walking distances for residents towards the north of the development will be further than the distances stated.

Whilst neither route 549 or 541 provides a high frequency service every 15 minutes within peak periods as defined by the R Codes, the combination of these services does meet the high frequency service requirement. In this regard, the R Codes are silent on the use of combined bus routes to achieve the high frequency service requirement to consider the development as being within Location A. However, given the site's close proximity to the Kwinana City Centre and the combination of the bus services meets the high frequency service requirement, City Officers have assessed the development to be in accordance with the Location A criteria defined in the R Codes.

Parking Provision

The following table outlines the R Codes requirements for parking within Location A developments.

Grouped Dwellings	Resident Parking	1 per dwelling
	Visitor Parking	1 per 4 dwellings
Multiple Dwellings	Resident – less than 110m2/ 1 or 2 bedrooms	1 per dwelling
	Resident – 110m2 or greater/ 3 or more bedrooms	1.25 per dwelling
	Visitor Parking	0.25 per dwelling

	Resident Bicycle Parking	1 per 3 dwellings
	Visitor Bicycle Parking	1 per 10 dwellings

The following table outlines the provision of parking for the development.

Unit	Building Size	Ratio	Parking Required	Parking Provided
Resident Car Parking				
Lots 1 – 6, 17, 18, 801 - 806	52 – 90m^2, all 1 or 2 bed	1 bay per unit	35	46
Strata Units 3 – 54, SA1 - 8	2 bed units	1 bay per unit	60	106
Visitor Car Parking				
Lots 1 – 6, 17, 18, 801 - 806		1 bay per 4 units	9	
Strata Units 3 – 54, SA1 - 8		1 bay per 4 units	15	
			Total Required: 24	Total Provided: 13
Bicycle Parking – Resident				
Lots 1 – 6, 17, 18, 801 - 806		1 space per 3 units	12	0
Strata Units 3 – 54, SA1 - 8		N/A	N/A	
Bicycle Parking - Visitor				
Lots 1 – 6, 17, 18, 801 - 806		1 space per 10 units	4	0
Strata Units 3 – 54, SA1 - 8		N/A	N/A	

Visitor Parking

The R Codes require the provision of one visitor car bay per each four grouped dwellings and 0.25 visitor car parking bays per multiple dwelling. Based on the total number of grouped and multiple dwellings proposed in the development, there is the need for 15 visitor bays for the grouped dwelling component and 9 visitor parking bays for the multiple dwelling component (24 visitor parking bays in total). The application proposes 13 visitor parking bays located throughout the development.

The traffic statement provided as part of the original development application has noted that there is the provision of approximately 28 on-street car parking bays within the Berthold Street road reserve. In this regard, the on-street parking within the adjoining road reserve was installed at the time of subdivision to create the subject site to serve both the subject site and Gilmore College. The traffic statement also concludes that during school days, the on-street bays are 95% vacant and 100% vacant on non-school days. The City's Engineering staff have considered the traffic statement and the use of the on-street bays, and consider that the visitor parking shortfall proposed in this development can be adequately provided for in the on-street parking.

Design of Car Parking Spaces - Design of Tandem Parking Bays

The R Codes require all car parking spaces and manoeuvring areas to be designed in accordance with the requirements of Australian Standard AS2890.1. A number of bays provided within the overall development do not meet the requirements for a standard car bay length of 5.4m. A number of parking bays are provided in a tandem arrangement, either within garages or as a combination of a single garage and driveway space in front for parking. The proposed amendment includes one unit (Type 8) which includes a tandem parking arrangement with an internal length of 10.4m.

The applicant stated as part of the original development application that the City can consider parking in a tandem arrangement with a minimum length of 10m and that this is an industry standard. The applicant has also referred to the tandem bay requirement included in *Residential Design Codes 2002* Clause 3.5.3 A3.2 which states that "…in the case of tandem bays, 10m where no barrier separates the bays." Following the review of the 2002 R Codes, this provision was subsequently removed and has not appeared in the R Codes since. The current version of the R Codes does not discuss tandem bay length and simply refers to the standard for all parking dimensions. The Australian Standard is silent on this issue and does not specify a dimension for a tandem car bay, only providing a length for an individual bay.

The Australian Standard does consider a 5m bay length for 'Small Car bays'. Small car bays are not contemplated by the R Codes and the R Codes are silent as to whether a small car bay can be considered, or the proportion of small car bays to regular bays. Whilst the R Codes remain silent on the use of small car bays within developments, technically speaking each strata and multiple unit within the development only requires the provision of one parking bay per unit. In this regard however, the City's Planning and Engineering staff consider that where tandem parking has been provided with an overall length of less than 10.8 metres that one of these bays shall be marked for small car use only. As such a condition has been recommended to reflect the above.

Visually Permeable Fencing - Lot 801

As part of the assessment the City have sought to ensure that Designing out Crime principles (CPTED) are considered and implemented as part of the development in accordance with Local Planning Policy No 8 – Designing Out Crime. In this regard, the City considers that the maximum possible visual and passive surveillance should be provided to the proposed open space / accessways. This issue was discussed in depth with the proponent as part of the original development application, with a number of modifications being made to the elevations and fencing of dwellings abutting the open space / accessways to improve surveillance opportunities. The current application proposes solid fencing to be constructed between Lot 801 and the adjacent open space / accessway (refer Elevation 21). This is inconsistent with the visually permeable fencing shown for other dwellings abutting open space / accessways. In this respect, to ensure consistency with CPTED principles and LPP No.8, the City recommends the common boundary fencing on Lot 801 with the adjoining open space / accessway be altered to be visually permeable fencing and has recommended a condition to this effect.

Waste Management

Clause 5.3.5 of the R Codes specifies the requirements for vehicular access within all grouped dwelling developments. In particular the Deemed-to-Comply requirements under C5.7 requires a proposed development that has the potential to be subdivided to create 20 or more green title, strata or survey strata lots, with each of these lots obtaining driveway access from a communal street, that the communal street is a minimum total width of 12 metres (vehicular carriageway with a minimum width of 5.5 metres).

The development does not provide this minimum width of 12 metres and the original development application considered the issues of vehicle access against the Design Principles of this section of the R-Codes. The City held significant concerns regarding the size and design of streets within the development and a condition was placed on the original development approval to ensure the internal road network was sufficiently sized and designed to cater for waste collection vehicles and access for emergency service vehicles. The City was of the view that insufficient space was allocated for bin collection to be accommodated within the proposed road network and this will likely cause damage to homes and property on collection days. A condition was also imposed requiring a Waste Management Plan be prepared to address the management, maintenance, location of bin storage and collection facilities and, details of public liability insurance to cover damages and injury that may occur as the result of waste collections carried out by the City of Kwinana's contractor.

The City endorsed a Waste Management Plan for the original development in December 2017. Waste collection vehicles are only able to access the development via Roads 1, 2 and 3, travelling north – south through the site (refer Attachment 21). As a result, the Waste Management Plan provides for bin collection locations on this route, and on the surrounding public road network only.

The City recommends an amended Waste Management Plan be submitted to ensure clear guidance is provided as to the location each unit needs to place their bins for collection, so that these are located on the route accessible to the waste collection vehicle and ensure no damage is caused to property by the waste vehicle.

Proposed Amended Conditions

As part of the current Form 2 application, the applicant has requested, in accordance with r.17(1)(b) of the *Planning and Development (Development Assessment Panels) Regulations 2011* (DAP Regs), the following development approval conditions be modified. The proposed condition changes the applicant has suggested are shown in red.

Condition 17 – Electric Clothes Drying Facilities
For consistency, it is assumed that the City will require this condition to be extended to cover the two new grouped dwellings abutting Berthold Street. Suggested wording appears below:

17. Electric clothes drying facilities shall be provided for all multiple dwellings and grouped dwelling units 18 – 21, 35 – 46, 53 & 54 and SA7-8.

Condition 23 – Architectural Treatment for Acoustics
As the original Transport Noise Assessment relates to a superseded form of development on Lots 7-12 (south-west corner), the condition should be adjusted to

allow for the outcomes of an updated assessment submitted as part of the Building Permit process. Suggested adjustments appear below:

23. Dwellings on proposed Lot 6 – 12, 17, 18 and proposed Strata Lots 3 – 11 shall be constructed to implement Package A architectural treatments to ground and upper floors in accordance with the Noise Package recommendations contained in the "Transport Noise Assessment Lot 503 Gilmore Avenue, Orelia: Reference 17023884-01.docx" prepared by Lloyd George Acoustics Pty Ltd dated 26 April 2017 (or any subsequently prepared report prepared to the City's satisfaction).

City Officers have considered the applicant's proposed modifications and have no objection in principle to the proposed intent of the proposed modifications. However, the City recommends wording changes to provide greater certainty on what is required to fulfil condition 23.

The City recommends the following wording with respect to condition 23:

23. An amended Transport Noise Assessment that reflects the current development layout, shall be prepared and submitted to the City of Kwinana for approval, prior to the lodgement of a building permit application. The recommendations of the revised Transport Noise Assessment shall be implemented thereafter to the satisfaction of the City of Kwinana.

Additional Recommended Conditions/Condition Modifications

In addition to the applicant's proposed modifications to conditions requested by the proponent, the City recommends the following modifications to the original development approval conditions and a number of additional conditions be imposed. The proposed changes to current conditions are shown in red.

Condition 8 – Bicycle Parking
The City recommends the following modifications to this condition to reflect the changes to the number of bicycle parking spaces required to be provided, based on the reduced number of Multiple Dwellings proposed:

8. The provision of 12 resident and 4 visitor bicycle parking spaces in accessible locations on the subject site to the satisfaction of the City of Kwinana. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

Condition 18 – Waste Management Plan
The City recommends the Waste Management Plan be amended to reflect the current development design and to ensure rubbish bin collection pads are located appropriately for the amended development layout.

18. An amended Waste Management Plan that reflects the current development layout, which addresses the management, maintenance, location of bin storage and collection facilities and, details of public liability insurance to cover damages and injury that may occur as the result of waste collections carried out by the City of Kwinana's contractor shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development. The proponent shall implement the

endorsed Waste Management Plan thereafter to the satisfaction of the City of Kwinana.

Condition 29 – Transport Noise Notifications

The City recommends this condition be revised to reflect the amended lot numbers shown in the current development application.

29. A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed units on SL3 – 11, Lots 6, 17, 18 and 801 - 806. Notice of this notification is to be included on the diagram or plan of survey (deposited plan).
The notification is to state as follows:

"The lot/s is/are situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise."

Visually Permeable Fencing - Lot 801

The current application proposes solid fencing to be constructed between Lot 801 and the adjacent open space / accessway (refer Elevation 21). This is inconsistent with the visually permeable fencing shown for other dwellings abutting open space / accessways. The City recommends this be altered to visually permeable fencing and the following condition imposed for amended plans to be prepared to reflect this change:

32. All fencing located between Lot 801 and the adjacent open space area shall be visually permeable to the satisfaction of the City of Kwinana. Amended plans shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

Visual Privacy – Lots SA4 and 5

As discussed previously, the above units require screening devices to be affixed to upper floor windows to prevent overlooking of the adjoining courtyards. The City recommends the following condition be applied:

33. Permanent screening devices / or opaque glazing shall be installed on the upper floor bedroom 4/ study windows for the grouped dwellings on proposed lots SA4 and SA5 to prevent overlooking into the ground floor rear courtyards and adjoining lots in accordance with Clause 5.4.1 of the R-Codes to the satisfaction of the City of Kwinana.

Visual Privacy – Lots 801 - 805

As discussed in the R-Codes assessment, the above units require screening devices to be affixed to balconies to prevent overlooking of the adjoining balconies and courtyards. The City recommends the following condition be applied:

34. Permanent screening devices shall be installed on the balconies for the multiple dwellings on proposed lots 801 - 805 to prevent overlooking into the adjoining balconies and ground floor courtyards of the adjoining lots in accordance with Clause 6.4.1 of the R-Codes to the satisfaction of the City of Kwinana.

Design of Tandem Parking Bays

As discussed above, a number of tandem parking bays within the development do not meet the Australian Standard AS2890 length for a standard car parking bay. As a

result, the City recommends a condition be imposed requiring one of these bays be marked as a 'Small Car Bay'. The City recommends the following condition be imposed:

35. All tandem car parking bays with an overall length of less that 10.8 metres shall be marked advising that one car bay is for 'small car use only'. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

Acoustic Treatment in relation to TAFE Facility

In addition to potential transport noise from Gilmore Avenue, the City wishes to ensure the proposed dwellings are not impacted by other sources of noise. The subject site is located adjacent to the Kwinana Campus of the South Metropolitan Automotive TAFE. This facility specialises in automotive training and includes facilities for dyno testing which can generate noise, which may impact on the proposed development. The City recommends a condition be imposed to ensure the proposed development is not adversely impacted by noise generated from the TAFE facility.

The City recommends the following condition be imposed:

36. The proponent shall provide to the City of Kwinana for approval, prior to the submission of a building permit application for the development, an Acoustic Report from a suitably qualified acoustic consultant modelling the noise emissions resulting from the South Metropolitan Automotive TAFE facility operations and determining the impacts on the proposed development. Where noise emissions exceed the *Environment Protection Act 1987 and Environmental Protection (Noise) Regulations 1997* requirements, the proponent shall implement any design/construction changes necessary to meet the requirements of AS2107:2000 (Acoustics – recommended design sound levels and reverberation times for building interiors) and shall apply any Section 70A notifications recommended by the approved Acoustic Report to the relevant titles (if any), prior to the occupation of the dwellings. The proponent shall implement any recommendations of the approved Acoustic report to the satisfaction of the City of Kwinana.

Proposed Extension to Development Application Validity

The applicant has indicated that it wishes to extend the period within which any development approved must be substantially commenced. The current approval requires that the development must be substantially commenced by 8 November 2019. The applicant has requested in accordance with r.17(1)(a) of the DAP Regs that this period be extended by 12 months, to account for the delays the proponent has experienced in obtaining approvals.

The City has considered this request and notes the following:

- The planning framework for the subject site has not changed substantially since the development approval was granted;
- The development would likely receive approval now under the current planning framework for the site;
- That the proponent of the development approval has actively and relatively conscientiously pursued the implementation of the development approval;

- The proponent is currently undertaking earthworks on the subject site in accordance with the approved subdivision and development approvals.

Given the above, the City considers the request to extend the approval validity is justified and recommends the approval be granted for an additional year until 8 November 2020. The City recommends the following condition be included in the amended approval:

1. This decision constitutes planning approval only and is valid for a period of 3 years from the date of approval. If the subject development is not substantially commenced by 8 November 2020, the approval shall lapse and be of no further effect.

Conclusion

City Officers are obliged to consider the application against the provisions of the Master Plan, LPS 2 (including the DAP), and, the R Codes. The application is considered to adequately meet most of the standards set in the DAP and R Codes for this site and those which are not fully compliant are not considered so great that they materially affect the application and can be conditioned for correction.

The residential uses are 'P' (permitted) uses under the DAP so are able to be approved and it can be reasonably demonstrated that the DAP provisions and R Codes are adequately satisfied (such as setbacks, site coverage, plot ratio, density and height, the gateway statement, etc.). The City recommends the JDAP approve this Form 2 application, as per the officer recommendation.

Government of **Western Australia**
Development Assessment Panels

Attachment 1

LG Ref: DA8924
DAP Ref: DAP/17/01215
Enquiries: (08) 6551 9919

Mr David Reynolds
Taylor Burrell Barnett
PO Box 7130 Cloisters Square
PERTH WA 6850

Dear Mr Reynolds

METRO SOUTH-WEST JDAP - CITY OF KWINANA - DAP APPLICATION - DA8924 – DETERMINATION

Property Location:	503 Berthold Street (Cnr Gilmore Avenue), Orelia
Application Details:	47 Multiple Dwellings and 52 Grouped Dwellings

Thank you for your Form 1 Development Assessment Panel (DAP) application and plans submitted to the City of Kwinana on 15 May 2017 for the above-mentioned development.

This application was considered by the Metro South-West JDAP at its meeting held on 8 November 2017, where in accordance with the provisions of the City of Kwinana Local Planning Scheme No.2, it was resolved to **approve** the application as per the attached notice of determination.

Should the applicant not be satisfied by this decision, an application may be made to amend or cancel this planning approval in accordance with regulation 17 and 17A of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

Please also be advised that there is a right of review by the State Administrative Tribunal in accordance with Part 14 of the *Planning and Development Act 2005*. Such an application must be made within 28 days of the determination, in accordance with the *State Administrative Tribunal Act 2004*.

Should you have any queries with respect to the conditions of approval, please contact Mr Janni Curtis on behalf of the City of Kwinana on 9439 0204.

Yours sincerely,

DAP Secretariat

13 November 2017

Encl. DAP Determination Notice
Approved plans

Cc: Mr Janni Curtis
City of Kwinana

Government of **Western Australia**
Development Assessment Panels

Planning and Development Act 2005

City of Kwinana Local Planning Scheme No.2

Metro South-West Joint Development Assessment Panel

Determination on Development Assessment Panel Application for Planning Approval

Property Location: 503 Berthold Street (Cnr Gilmore Avenue), Orelia
Application Details: 47 Multiple Dwellings and 52 Grouped Dwellings

In accordance with regulation 8 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the above application for planning approval was **granted** on 8 November 2017, subject to the following:

That the Metro South West Joint Development Assessment Panel resolves to:

1. **Approve** DAP Application reference DAP/17/01215 and accompanying plans TM1-SK2.01_D, TM1A-SK2.01_D, TM1A-SK2.02_D, TM2-SK2.01_E, TM3-SK2.01_D, TM2-SK2.02_D, TM4-SK2.01_E, TM4-SK2.02_D, TM5-SK2.01_D, TM6-SK2.01_A, TM6-SK2.02_A, TM7-SK2.01_C, TM7A-SK2.01_C, T1-SK2.01_D, T1A-SK2.01_F, T2-SK2.01_E, T2A-SK2.01_A, T3-SK2.01_E, T4-SK2.01_E, T5-SK2.01_E, T6-SK2.01_F, T6A-SK2.01_F, SK1.02_g, SK1.03_G, SK1.04_G, SK0015_D, SK0014_D, SK1.07_B, SK1.06_I, SK1_05_H, in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Clause 6.1 of the City of Kwinana Town Planning Scheme No. 2, subject to the following conditions:

Conditions

1. This decision constitutes planning approval only and is valid for a period of 2 years from the date of approval. If the subject development is not substantially commenced within the 2 year period, the approval shall lapse and be of no further effect.

2. Prior to the commencement of the development or endorsement of a strata/deposited plan by the Western Australian Planning Commission, the applicant shall pay a cost contribution as assessed by the City in accordance with clause 6.16.5 of the City of Kwinana's Town Planning Scheme No. 2 and the development contribution plans applicable to Development Contribution Area No. 15.

3. The applicant shall pay a contribution to the City of Kwinana for the ongoing costs of managing mosquitoes and midges in the City of Kwinana. The payment shall be made to the City of Kwinana upon practical completion of the dwellings.

4. The applicant shall implement dust control measures for the duration of site and construction works to the satisfaction of the City of Kwinana.

5. Crossover, driveways, communal streets and parking areas to be located and constructed to the specifications and satisfaction of the City of Kwinana.

6. The provision of 154 resident parking bays on site and 11 visitor vehicle parking bays on site to be clearly marked on the ground and constructed of bitumen, brick or concrete and drained to the satisfaction of the City of Kwinana.

7. Visitor car parking spaces shall be marked and clearly signposted for visitor use only, and shall provide an accessible path of travel for people with disabilities to dwellings to

the satisfaction of the City of Kwinana. Details shall be submitted and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

8. The provision of 16 resident and 5 visitor bicycle parking spaces in accessible locations on the subject site to the satisfaction of the City of Kwinana. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

9. Pedestrian pathways, car parking areas and communal streets/areas being suitably lit in accordance with applicable Australian Standards to the satisfaction of the City of Kwinana. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

10. Plans detailing proposed colours, materials, textures and finishes of the development shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

11. A Landscaping Plan which outlines the proposed species and location of vegetation, requires the installation of street trees, and specifies proposed reticulation layout is required to be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application for the development. The proponent shall implement the approved landscaping plan including treatments within the surrounding road reserves to the satisfaction of the City of Kwinana.

12. Landscaping and reticulation shall be established to a high standard and maintained thereafter in accordance with the approved Landscape Plan. Landscaping shall be installed prior to occupation of the development to the satisfaction of the City of Kwinana.

13. A fencing plan detailing all proposed fencing within the development is required to be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application. The plan shall detail visual permeability of fencing within the street setback areas, and shall detail all internal fencing to grouped and multiple dwelling units to ensure adequate screening and or sightlines between parking areas and habitable / outdoor living spaces. The proponent shall implement the approved fencing plan to the satisfaction of the City of Kwinana.

14. External fixtures (other than solar collectors, standard type television aerials, essential plumbing vent pipes and rainwater downpipes) shall not be visible from the primary or secondary street.

15. Vehicle parking spaces, accessways, clothes drying facilities and store areas being installed prior to occupying the proposed development and maintained thereafter by the owner/occupier to the satisfaction of the City of Kwinana.

16. Clothes drying areas and air conditioning units shall be located and screened from view from the primary, secondary and communal streets. Details to be submitted to and approved by the City of Kwinana for approval prior to the lodgement of a building permit application for the development.

17. Electric clothes drying facilities shall be provided for all multiple dwellings and grouped dwelling units 18 – 21, 35 – 46, 53 & 54.

18. A Waste Management Plan that addresses the management, maintenance, location of bin storage and collection facilities and, details of public liability insurance to cover damages and injury that may occur as the result of waste collections carried out by the City of Kwinana's contractor shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development. The

proponent shall implement the endorsed Waste Management Plan thereafter to the satisfaction of the City of Kwinana.

19. A plan depicting detailed road design and road construction within the development that demonstrates the internal road network is adequately designed to accommodate access for waste collection (including swept path and appropriate bin pad locations, dimensions and collection clearances) and emergency service vehicles shall be submitted to and approved by the City of Kwinana having regard to advice from the City's Waste Contractor and the Department of Fire and Emergency Services prior to the lodgement of a building permit application for the development . Road design and construction shall comply with the plan as approved by the City of Kwinana.

20. The internal road network being configured in accordance with AS/NZS 2890.1:2004 – Clause 5.4 Design of Enclosed Garages, to ensure all single garages with a door width of 2.4m shall provide a minimum 7 metre clear zone behind the parking bay for manoeuvring purposes to the satisfaction of the City of Kwinana. Details shall be submitted to the City of Kwinana for approval prior to the lodgement of a building permit application for the development.

21. A detailed Drainage and Stormwater Management Plan which demonstrates the on-site retention of stormwater for a 1 in 20 year event to the satisfaction of the City of Kwinana shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development. Development shall comply with the plan as approved by the City of Kwinana.

22. The development shall comply with AS2107:2000 (Acoustics – recommended design sound levels and reverberation times for building interiors) to the satisfaction of the City of Kwinana. Written certification from a suitably qualified acoustic consultant is to be submitted to the City of Kwinana at the submission of a building permit application to ensure the dwellings comply with these standards.

23. Dwellings on proposed Lot 6 – 12, 17, 18 and proposed Strata Lots 3 – 11 shall be constructed to implement Package A architectural treatments to ground and upper floors in accordance with the Noise Package recommendations contained in the "Transport Noise Assessment Lot 503 Gilmore Avenue, Orelia: Reference 17023884-01.docx" prepared by Lloyd George Acoustics Pty Ltd dated 26 April 2017.

24. Units on proposed strata lots 13 – 17 & 29 – 34 shall be redesigned to present a two storey elevation to the internal street network, in accordance with the minimum two storey requirement of the Detailed Area Plan, to the satisfaction of the City of Kwinana. Details of the redesigned units shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

25. Architectural design features and or windows shall be installed and incorporated into the rear elevation of units on proposed strata lots 22 – 27 & 48 – 52 to relieve the expanse of blank façade, in accordance with the provisions of the Detailed Area Plan, to the satisfaction of the City of Kwinana. Details of the modified rear elevation shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

26. Architectural design features and or larger windows shall installed and incorporated into the Berthold Street elevation of units on proposed strata lots 18 – 21, 35 – 38, 53, 54 to relieve the expanse of blank façade, in accordance with the provisions of the Detailed Area Plan, to the satisfaction of the City of Kwinana. Details shall be submitted to and approved by the City of Kwinana prior to the lodgement of a building permit application for the development.

27. Permanent screening devices / or opaque glazing shall be installed on the upper floor bedroom windows for the multiple dwellings on proposed lots 2 – 5 to prevent

overlooking into the ground floor rear courtyards and adjoining lots in accordance with Clause 6.4.1 of the R-Codes to the satisfaction of the City of Kwinana.

28. Prior to any part of the development being occupied, the owner shall:

    Register a public access easement in favour of the City of Kwinana over the common property areas within the proposed development, for the purpose of securing access rights over the common property areas shown on the approved plans; and

    Enter into a deed with the City of Kwinana to ensure that common areas on the site remain available for public access, and in the event of the subsequent re-subdivison of the land, to make provision for the maintenance of public access easements as a condition of subdivision approval. The deed shall charge the land in favour of the City and authorise the lodging of an absolute caveat over the land.

    The easement and deed shall be prepared by the City's solicitors at the owner's cost and shall include all usual terms and conditions for agreements of this type.

29. A notification, pursuant to Section 70A of the Transfer of Land Act 1893 is to be placed on the certificate(s) of title of the proposed units on SL3 – 11, Lots 6 – 12, 17, 18. Notice of this notification is to be included on the diagram or plan of survey (deposited plan). The notification is to state as follows:

    "The lot/s is/are situated in the vicinity of a transport corridor and is currently affected, or may in the future be affected by transport noise."

30. The proposed sales office and associated development does not form part of this approval.

31. Detailed Plans being provided to the City for approval prior to the lodgement of a building permit showing the provision of a 16 m2 outdoor living area in accordance with the requirements of the R-Codes for Unit Types 1, 6, and 6A.

Advice Notes

1. The applicant is advised that this is not a building permit the City of Kwinana issues to enable construction to commence. A building permit is a separate legal requirement and construction cannot be commenced until a building permit is obtained.

2. The applicant should ensure the proposed development complies with all other relevant legislation, including but not limited to, the Environmental Protection Act 1986 and Regulations, Health (Miscellaneous Provisions) Act 1911 and Regulations, Sewerage (Lighting, Ventilation and Construction) Regulations 1971, Health Act (Laundries and Bathroom) Regulations, Australian Standard AS1668 and the National Construction Code.

3. In respect of the Landscaping Condition, the applicant should note that while plant selection is the prerogative of the landowner, the City of Kwinana encourages the use of species indigenous to the locality, as these will reduce the maintenance requirement and water demand.

4. With regard to the Waste Management Plan Condition, the City will liaise further with the applicant and its Waste Management Contractors to determine whether the option of on-site rubbish removal can be agreed. In the absence of any such arrangement, then the applicant will provide bins at a ratio of 1 standard 240 litre rubbish bin and 1 standard 240 litre recycling bin per three apartments.

5. In regards to the Mosquito and Midge contribution condition, the current City of Kwinana mosquito and midge contribution is $55 per unit.

6. In regards to Condition 10, the City will require plans detailing the appearance of the proposed screen on Lot 6.

7. In regards to Condition 11, the Landscaping Plan shall be in accordance with the provisions of the Town Centre Master Plan and Design Guidelines.

Where an approval has so lapsed, no development shall be carried out without further approval having first been sought and obtained, unless the applicant has applied and obtained Development Assessment Panel approval to extend the approval term under regulation 17(1)(a) of the *Planning and Development (Development Assessment Panels) Regulations 2011*.

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

SITE PLAN

SCALE 1:300 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

Nicheliving

ZMH ZUIDEVELD MARCHANT HUR
ARCHITECTURE PLANNING INTERIOR DESIGN
64 Fitzgerald Street Northbridge Western Australia 6003 T 61 8 9227 0900 F 61 8 9227 0600

PROJECT NO.	2093
DATE	19.09.2017
REVISION	SK1.02_G

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DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

BERTHOLD STREET

GILMORE AVENUE

BERTHOLD STREET

HANDFORD PLACE

ROAD 1

ROAD 2

ROAD 3

ROAD 4

LOT 1 UNIT TYPE M3
LOT 2 UNIT TYPE M2
LOT 3 UNIT TYPE M2
LOT 4 UNIT TYPE M6
LOT 5 UNIT TYPE M6
LOT 6 UNIT TYPE M4
LOT 7 UNIT TYPE M5
LOT 8 UNIT TYPE M5
LOT 9 UNIT TYPE M5
LOT 10 UNIT TYPE M5
LOT 11 UNIT TYPE M5
LOT 12 UNIT TYPE M5
LOT 13 UNIT TYPE M2
LOT 14 UNIT TYPE M2
LOT 15 UNIT TYPE M1A
LOT 16 UNIT TYPE M1
LOT 17 UNIT TYPE M7A
LOT 18 UNIT TYPE M7

SL1 UNIT TYPE 4
SL2 UNIT TYPE 4
SL3 UNIT TYPE 4
SL4 UNIT TYPE 4
SL5 UNIT TYPE 4
SL6 UNIT TYPE 4
SL7 UNIT TYPE 4
SL8 UNIT TYPE 4
SL9 UNIT TYPE 4
SL10 UNIT TYPE 4
SL11 UNIT TYPE 4
SL12 UNIT TYPE 6A
SL13 UNIT TYPE 3
SL14 UNIT TYPE 3
SL15 UNIT TYPE 3
SL16 UNIT TYPE 3
SL17 UNIT TYPE 3
SL18 UNIT TYPE 5
SL19 UNIT TYPE 5
SL20 UNIT TYPE 5
SL21 UNIT TYPE 5
SL22 UNIT TYPE 1
SL23 UNIT TYPE 1
SL24 UNIT TYPE 1
SL25 UNIT TYPE 1
SL26 UNIT TYPE 1
SL27 UNIT TYPE 1
SL28 UNIT TYPE 6
SL29 UNIT TYPE 3
SL30 UNIT TYPE 3
SL31 UNIT TYPE 3
SL32 UNIT TYPE 3
SL33 UNIT TYPE 3
SL34 UNIT TYPE 3
SL35 UNIT TYPE 5
SL36 UNIT TYPE 5
SL37 UNIT TYPE 5
SL38 UNIT TYPE 5
SL39 UNIT TYPE 2
SL40 UNIT TYPE 2
SL41 UNIT TYPE 2
SL42 UNIT TYPE 2
SL43 UNIT TYPE 2A
SL44 UNIT TYPE 2A
SL45 UNIT TYPE 2A
SL46 UNIT TYPE 2A
SL47 UNIT TYPE 1A
SL48 UNIT TYPE 1
SL49 UNIT TYPE 1
SL50 UNIT TYPE 1
SL51 UNIT TYPE 1
SL52 UNIT TYPE 1
SL53 UNIT TYPE 5
SL54 UNIT TYPE 5

Open Space

VISITOR BAYS

BUS SHELTER

CONCRETE FOOT PATH

CONC. FOOT PATH

CONCRETE RAMP

SEMI MOUNTABLE KERB

MOUNTABLE KERB

VEGETATED TRAFFIC ISLAND

ONE WAY

NO FENCE

1.0m POST & WIRE FENCE

EXISTING TREES TO BE RETAINED

EXISTING TREE TO BE RETAINED

DALRYMPLE DRIVE PRESSURE MAIN LINE

GRASS

TREE HT 2m
TREE HT 5m
TREE HT 7m
TREE HT 8m
TREE HT 10m
TREE HT 12m
TREE HT 15m
2x TREES HT 10m

GROUND FLOOR PLAN

SCALE 1:250 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

Nicheliving

ZMH ZUIDEVELD MARCHANT HUR ARCHITECTURE PLANNING INTERIOR DESIGN

PROJECT NO.	2093
DATE	26.09.17
REVISION	SK1.03_G

DEVELOPMENT
ASSESSMENT PANEL

APPROVED

08-Nov-2017

BERTHOLD STREET

HANDFORD PLACE

GILMORE AVENUE

ROAD 1

ROAD 2

ROAD 3

ROAD 4

LOT 1 UNIT TYPE M3
LOT 2 UNIT TYPE M2
LOT 3 UNIT TYPE M2
LOT 4 UNIT TYPE M6
LOT 5 UNIT TYPE M6
LOT 6 UNIT TYPE M4
LOT 7 UNIT TYPE M5
LOT 8 UNIT TYPE M5
LOT 9 UNIT TYPE M5
LOT 10 UNIT TYPE M5
LOT 11 UNIT TYPE M5
LOT 12 UNIT TYPE M5
LOT 13 UNIT TYPE M2
LOT 14 UNIT TYPE M2
LOT 15 UNIT TYPE M1A
LOT 16 UNIT TYPE M1
LOT 17 UNIT TYPE M7A
LOT 18 UNIT TYPE M7

SL54 UNIT TYPE 5
SL53 UNIT TYPE 5
SL52 UNIT TYPE 1
SL51 UNIT TYPE 1
SL50 UNIT TYPE 1
SL49 UNIT TYPE 1
SL48 UNIT TYPE 1
SL47 UNIT TYPE 1A
SL38 UNIT TYPE 5
SL37 UNIT TYPE 5
SL40 UNIT TYPE 2
SL39 UNIT TYPE 2
SL42 UNIT TYPE 2
SL41 UNIT TYPE 2 opt 2
SL44 UNIT TYPE 2A
SL43 UNIT TYPE 2A
SL46 UNIT TYPE 2A
SL45 UNIT TYPE 2A
SL36 UNIT TYPE 5
SL35 UNIT TYPE 5
SL34 UNIT TYPE 3
SL33 UNIT TYPE 3
SL32 UNIT TYPE 3
SL31 UNIT TYPE 3
SL30 UNIT TYPE 3
SL29 UNIT TYPE 3
SL28 UNIT TYPE 6
SL21 UNIT TYPE 5
SL20 UNIT TYPE 5
SL22 UNIT TYPE 1
SL23 UNIT TYPE 1
SL24 UNIT TYPE 1
SL25 UNIT TYPE 1
SL26 UNIT TYPE 1
SL27 UNIT TYPE 1
SL19 UNIT TYPE 5
SL18 UNIT TYPE 5
SL17 UNIT TYPE 3
SL16 UNIT TYPE 3
SL15 UNIT TYPE 3
SL14 UNIT TYPE 3
SL13 UNIT TYPE 3
SL12 UNIT TYPE 6A
SL3 UNIT TYPE 4 opt 2
SL4 UNIT TYPE 4 opt 2
SL5 UNIT TYPE 4
SL6 UNIT TYPE 4
SL7 UNIT TYPE 4
SL8 UNIT TYPE 4
SL9 UNIT TYPE 4
SL10 UNIT TYPE 4 opt 2
SL11 UNIT TYPE 4 opt 2

Open Space

SECOND FLOOR PLAN (LOT4-LOT6, LOT17 & LOT18)
SCALE 1:250 @ A1

FIRST FLOOR PLAN
SCALE 1:250 @ A1

N

0 1 2 3 5 10 15 20 30

NICHELIVING - ORELIA
LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

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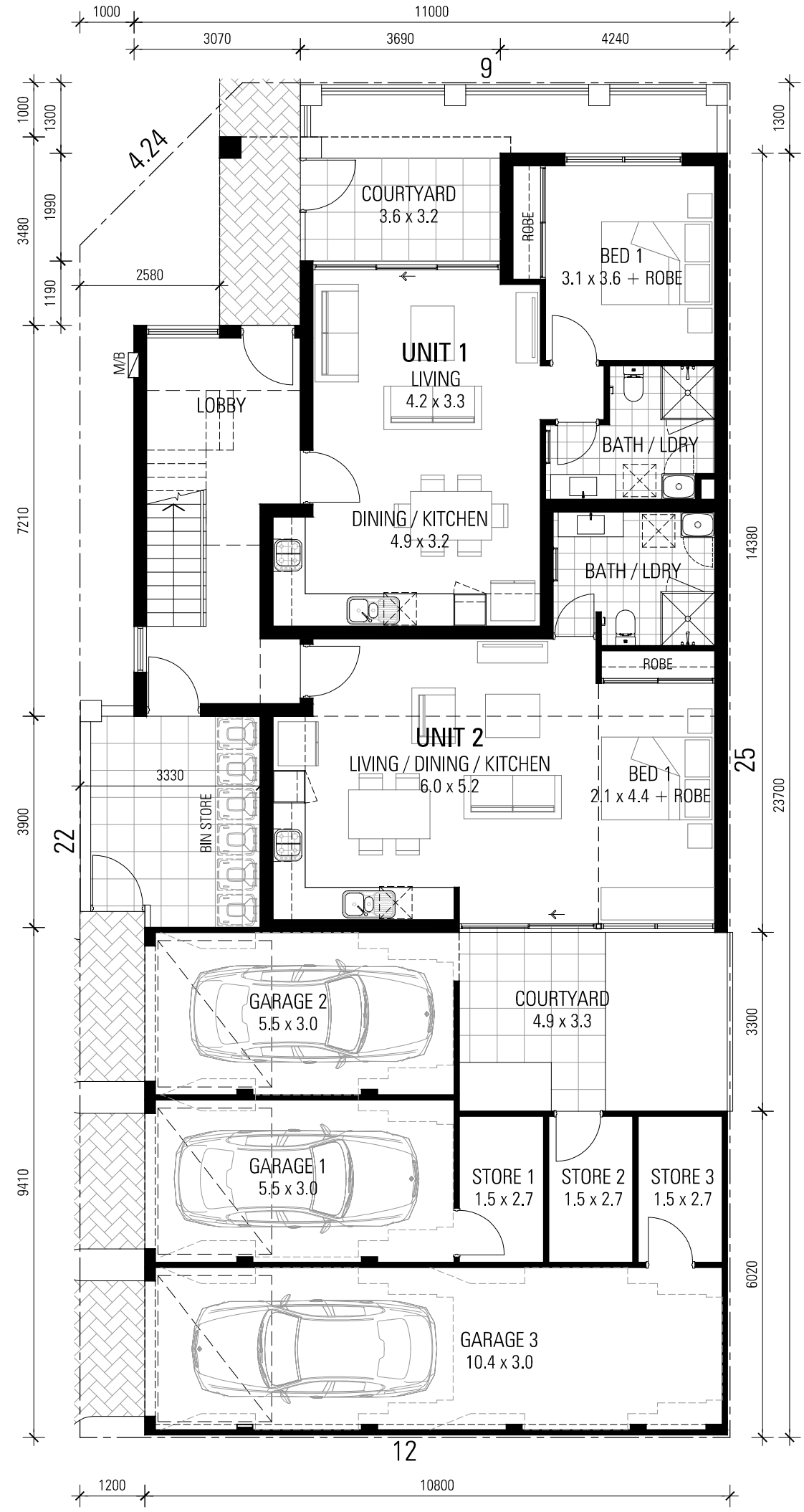
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DEVELOPMENT ASSESSMENT PANEL

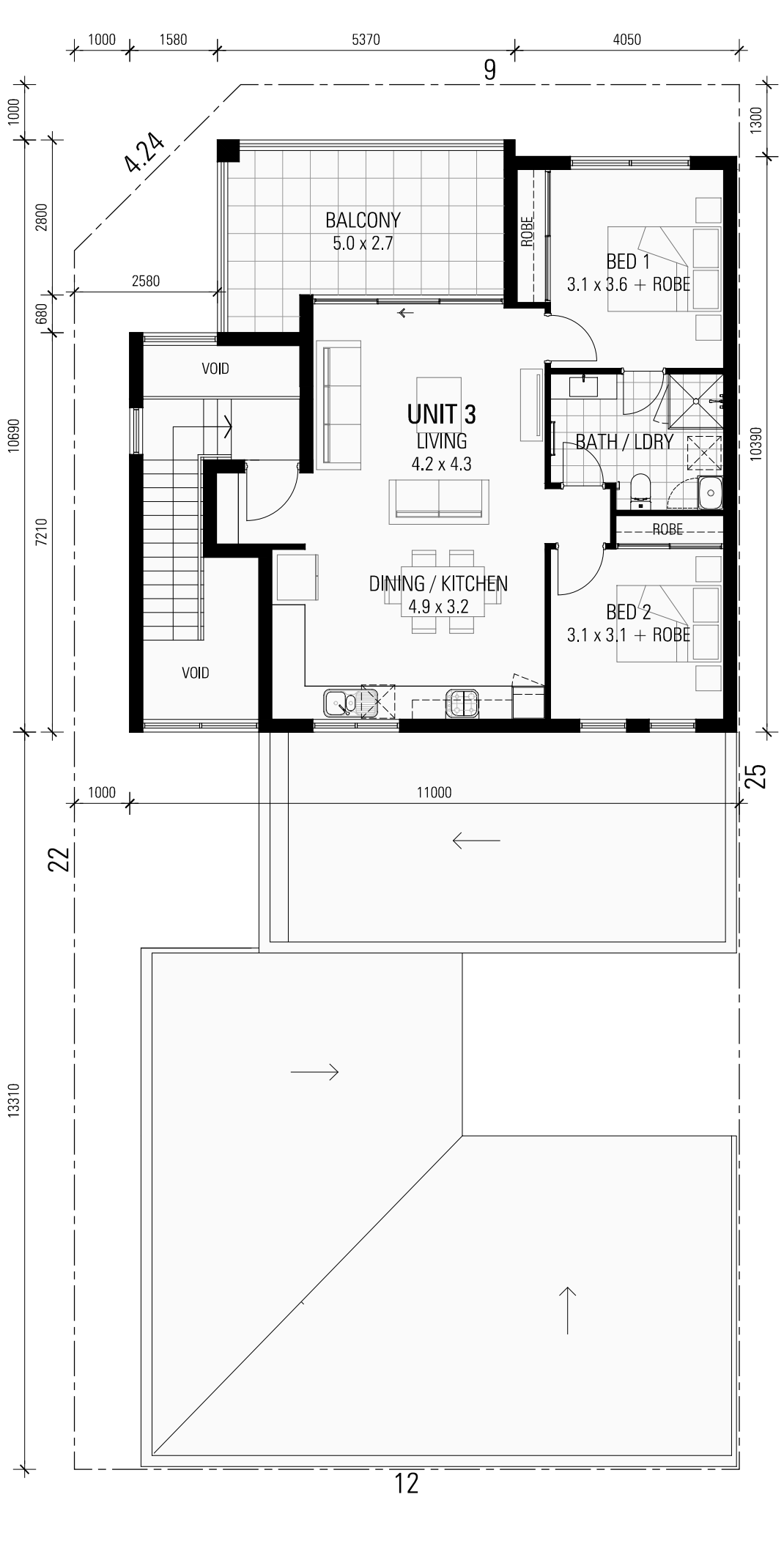
APPROVED

08-Nov-2017



01 **GROUND FLOOR**

SCALE 1:100



02 **FIRST FLOOR**

SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M1	1	188.9	56.4	50		14.7	4.2	69.7	19.4	21.4	307.1	16
	2		54.5	48.3		16.2	4.2					
	3		78	69.3	14.5		4.2		2			

NICHELIVING ORELIA - TYPE M1 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

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PROJECT NO. 2093

DATE 20.04.2017

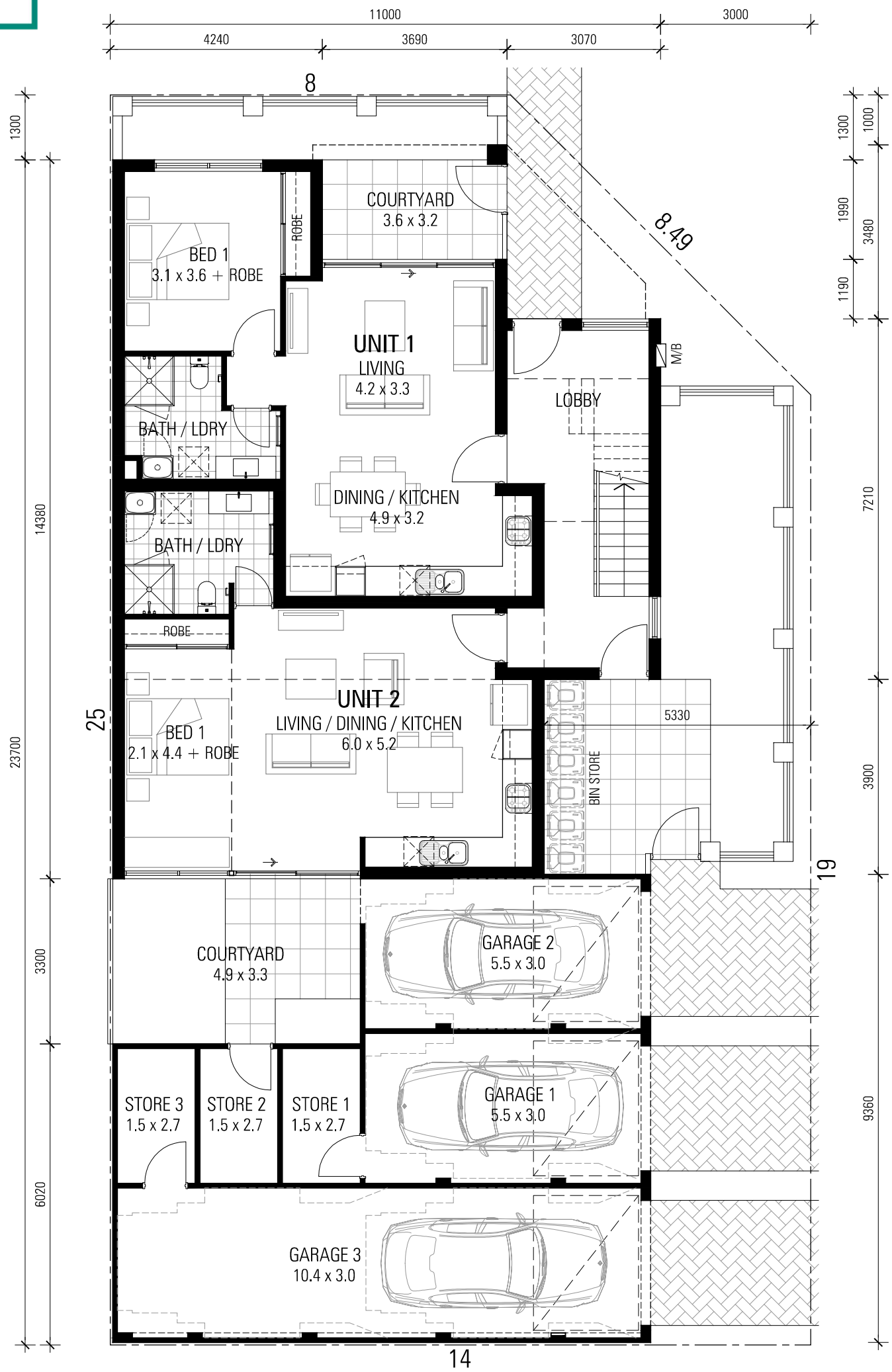
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DEVELOPMENT
ASSESSMENT PANEL

APPROVED

08-Nov-2017



01 GROUND FLOOR

SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M1A	1	188.9	56.4	50		14.7	4.2	69.7	19.4	21.4	308	15
	2		54.5	48.3		16.2	4.2					
	3		78	69.3	15.4		4.2		2			

NICHELIVING ORELIA - TYPE M1A GROUND FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

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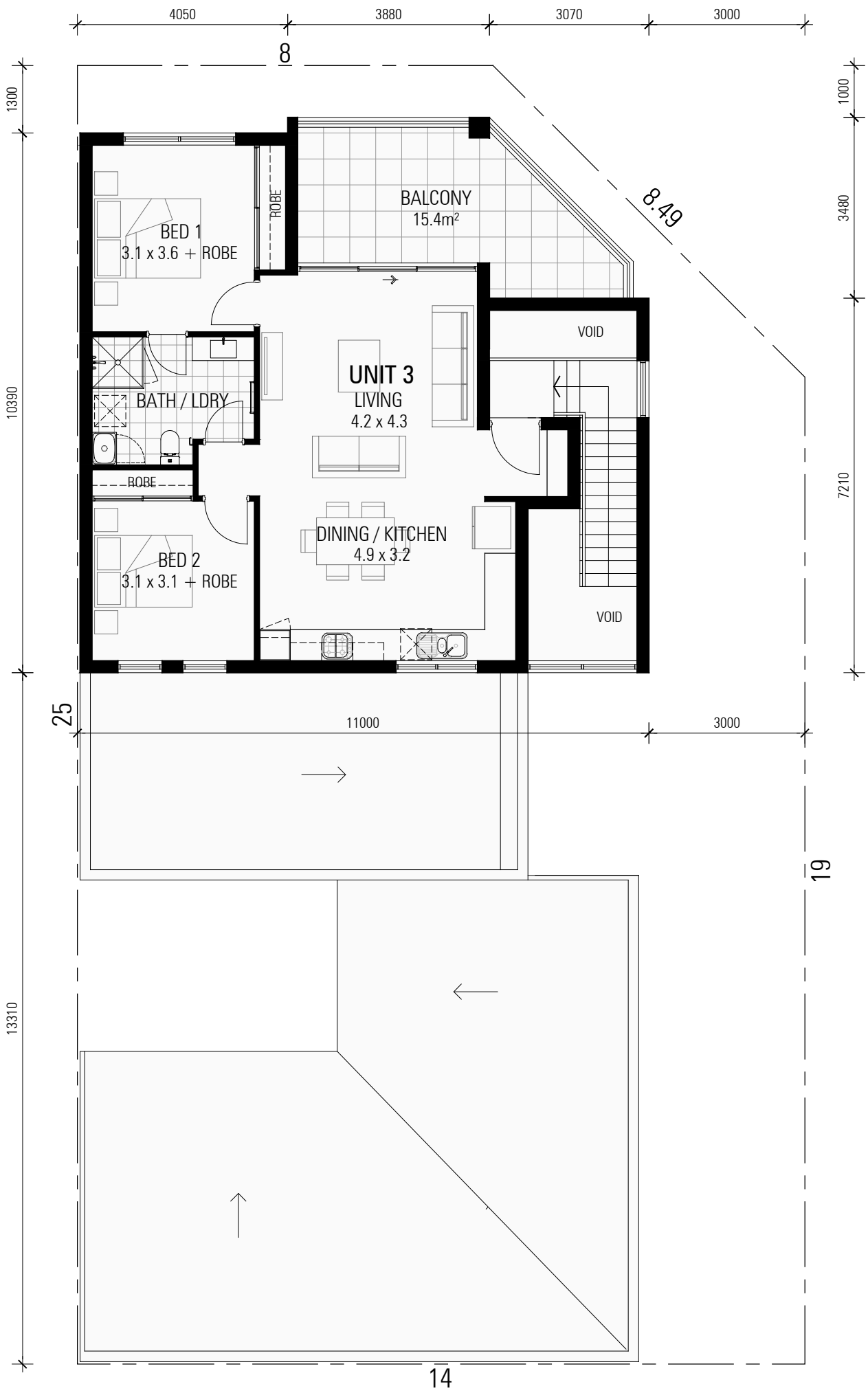
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DEVELOPMENT
ASSESSMENT PANEL

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02 FIRST FLOOR

SCALE 1:100

NICHELIVING ORELIA - TYPE M1A FIRST FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

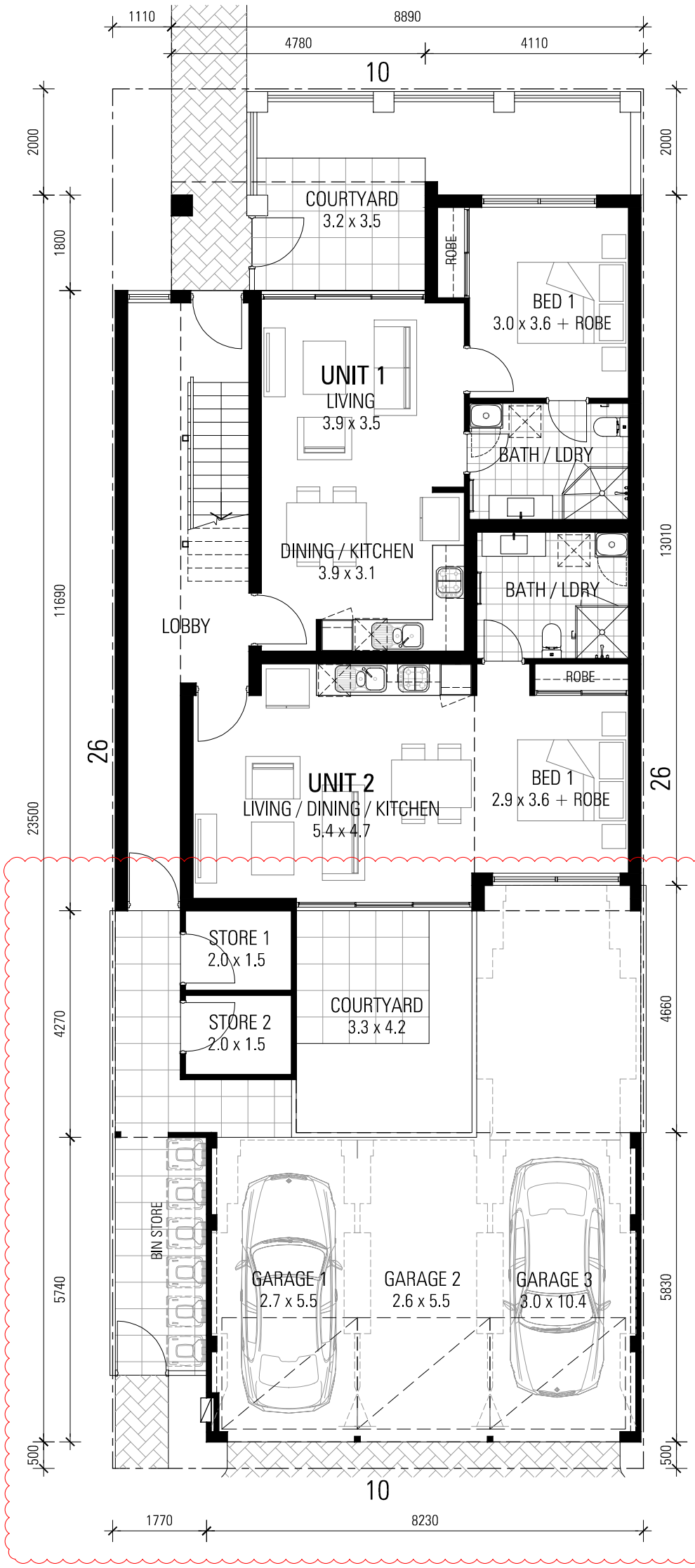
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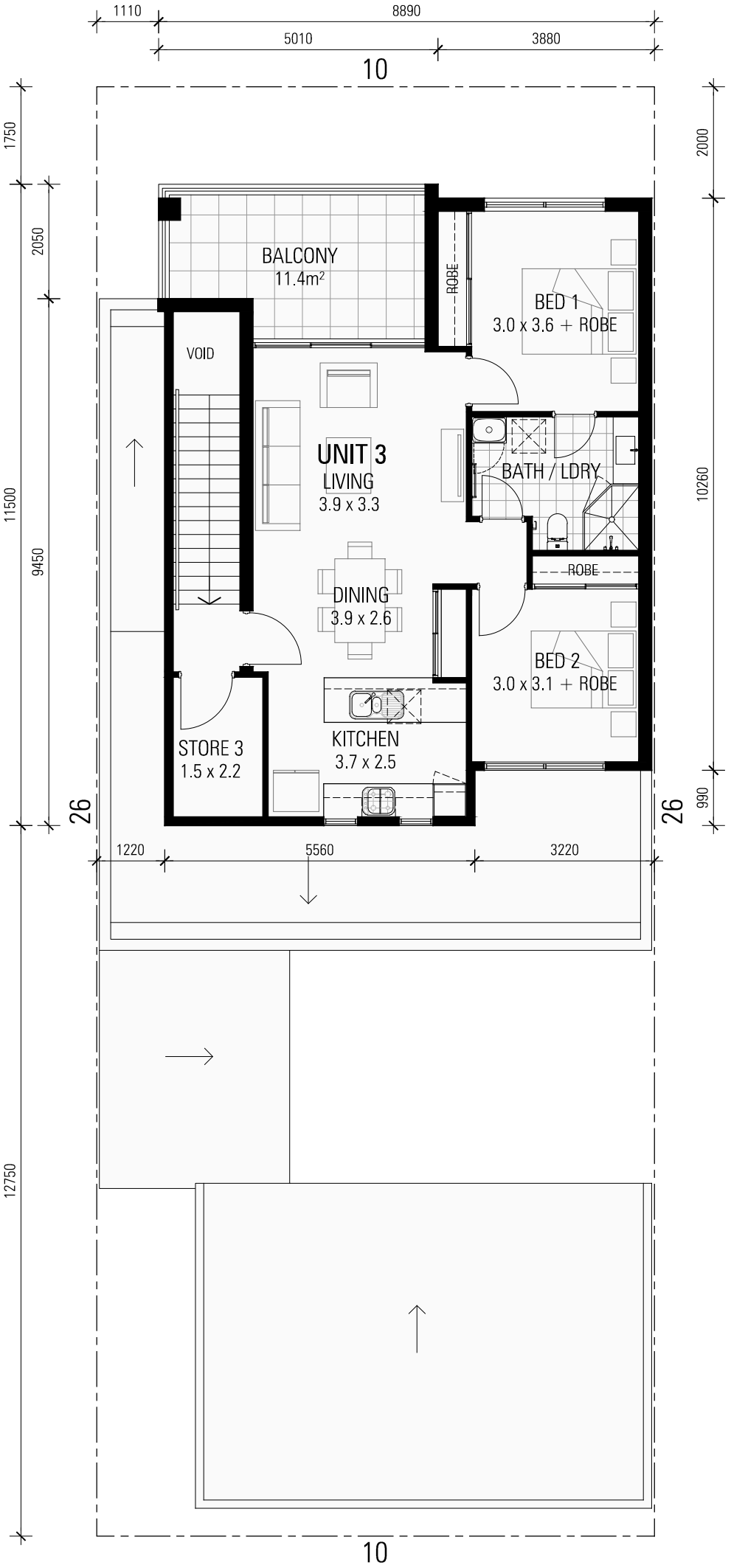
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01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

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08-Nov-2017

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M2 & mirrored	1	168.1	50.4	44.5		17.7	3	47.7	24.2	26	263.2	2, 3, 13, 14
	2		47.3	41.5		13.8	3					
	3		70.4	63.3	11.4		4		1.8			

NICHELIVING ORELIA - TYPE M2 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

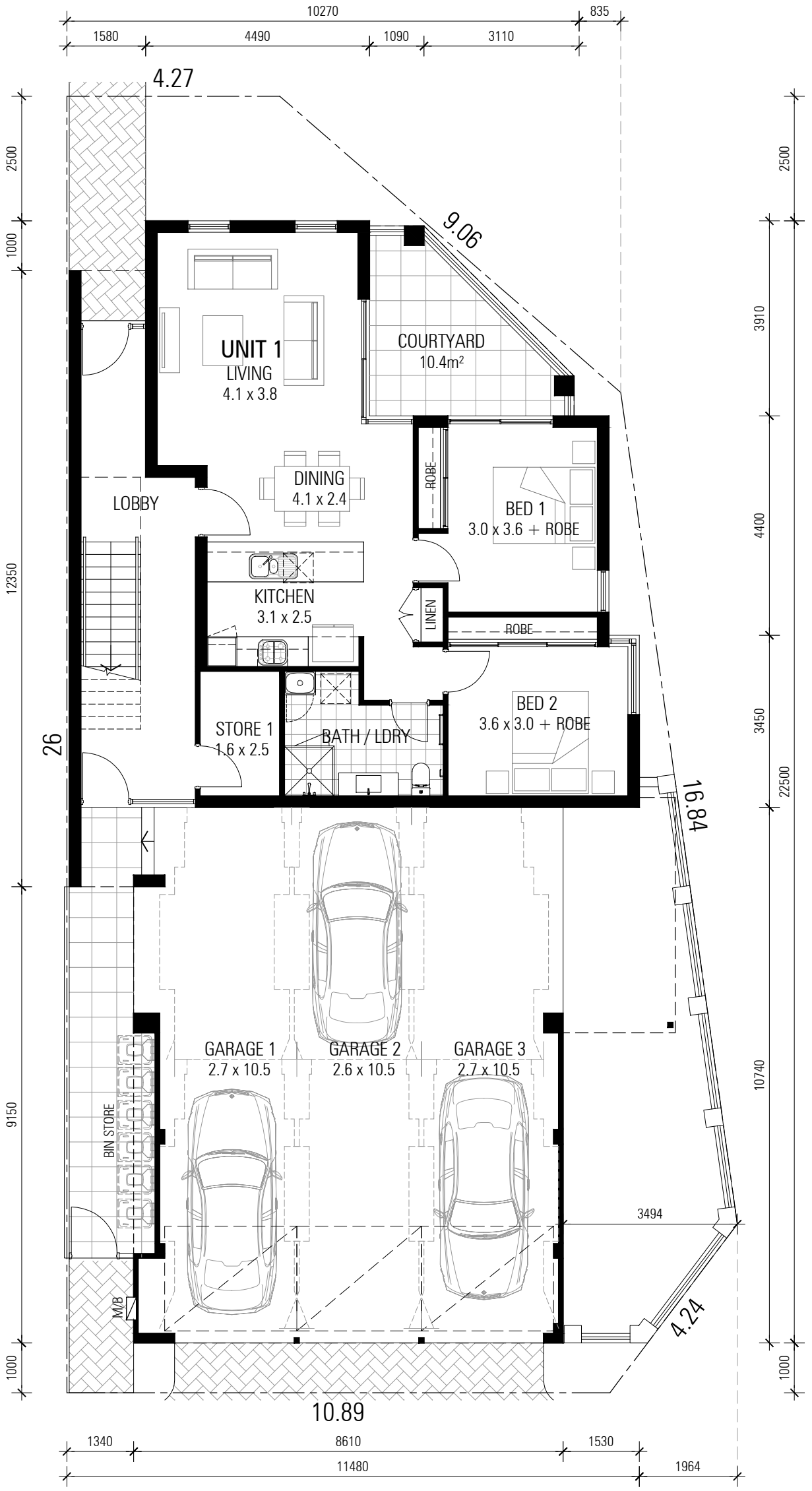
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01 GROUND FLOOR

SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

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08-Nov-2017

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M3	1	246.8	81.3	72.5		10.4	4	89.7	21.5	34.9	404.3	1
	2		80.5	72.5	10.4		4		13.4			
	3		85	77.7	10.1		4.4					

NICHELIVING ORELIA - TYPE M3 GROUND FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

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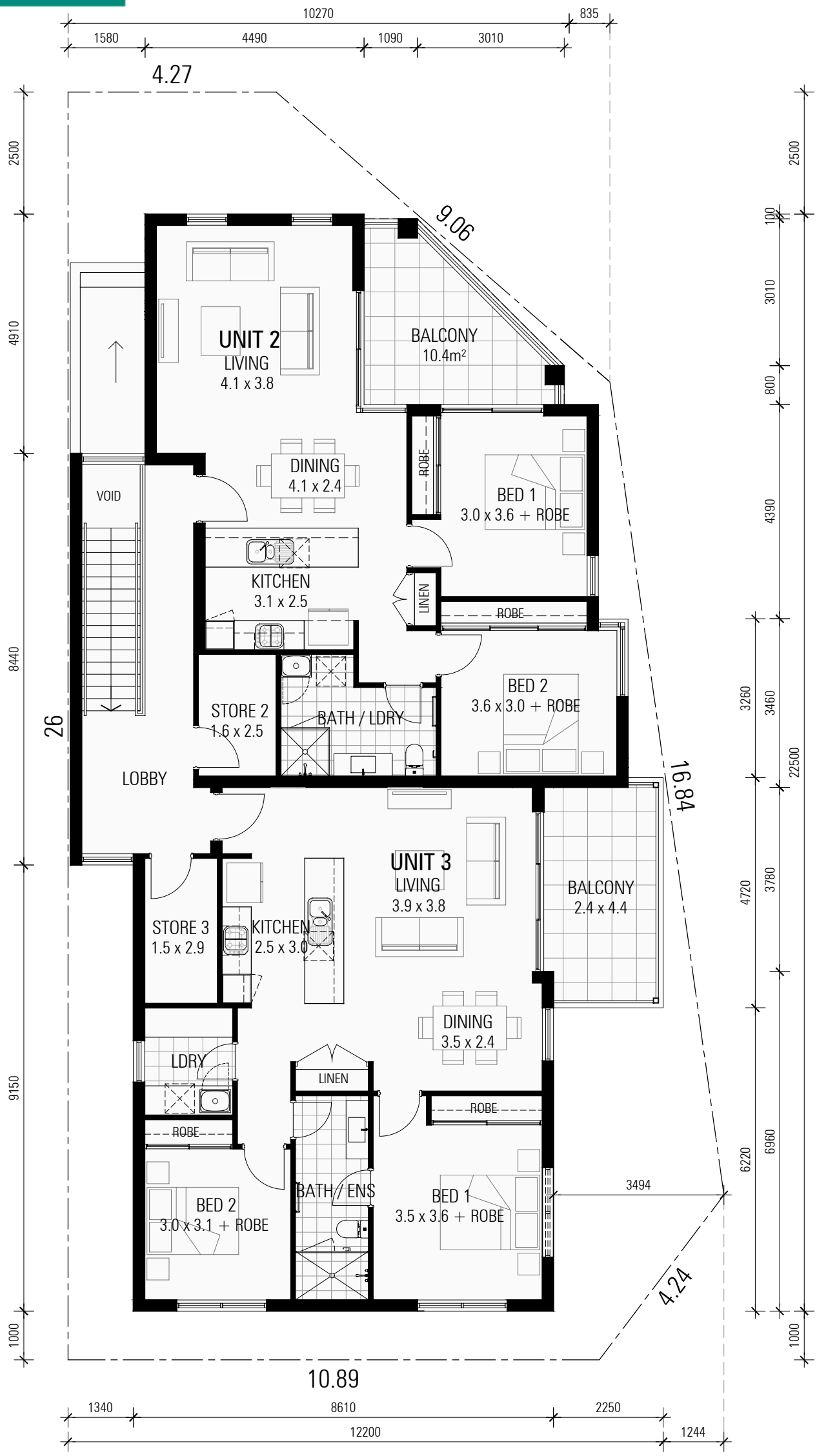
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DEVELOPMENT
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02 FIRST FLOOR

SCALE 1:100

NICHELIVING ORELIA - TYPE M3 FIRST FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

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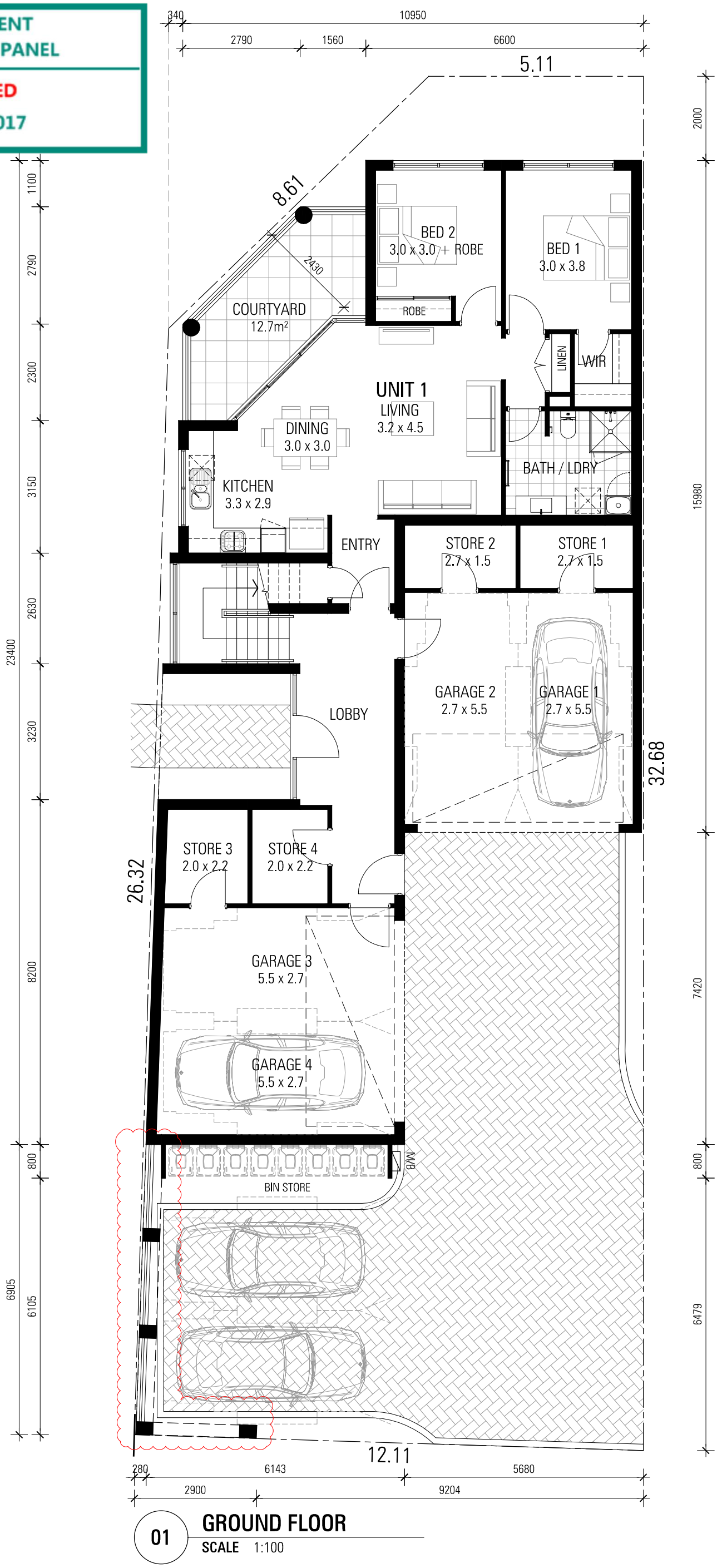
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01 **GROUND FLOOR**
SCALE 1:100

NICHELIVING ORELIA - TYPE M4 GROUND FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

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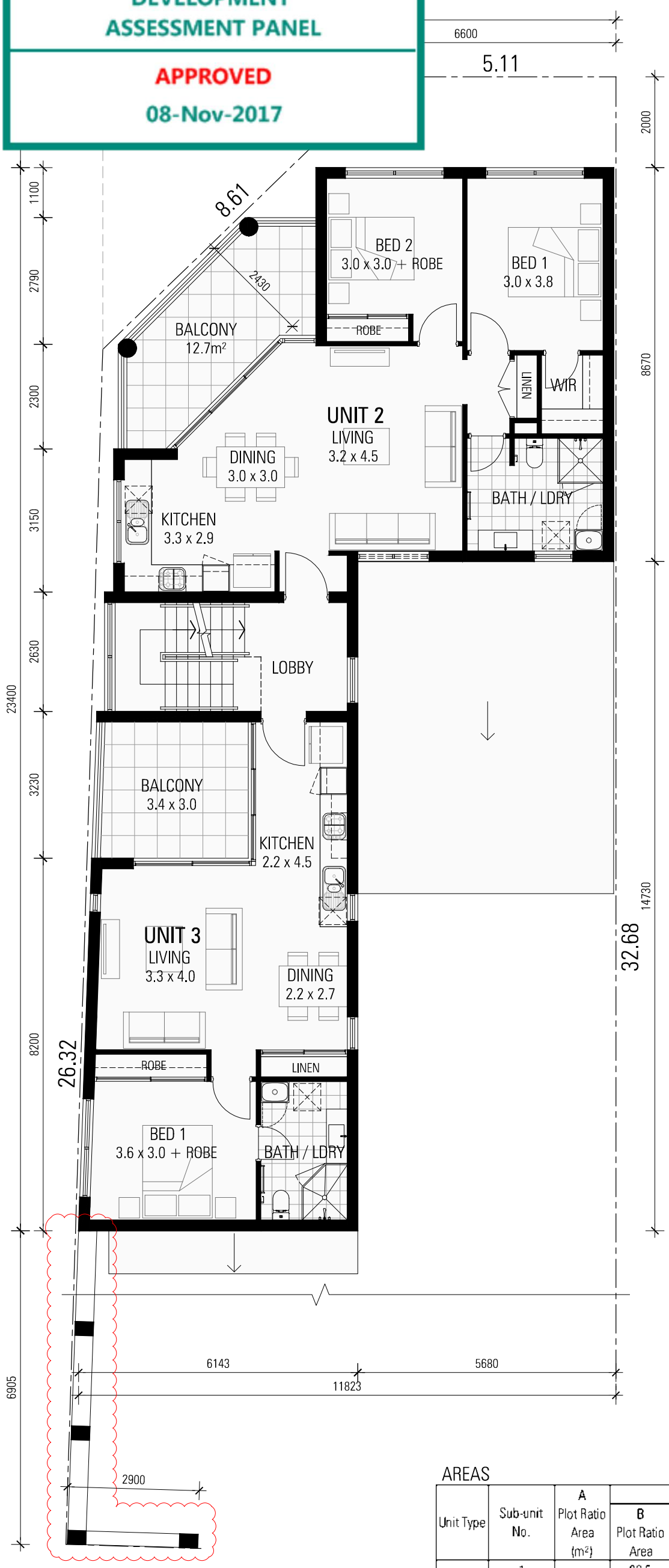
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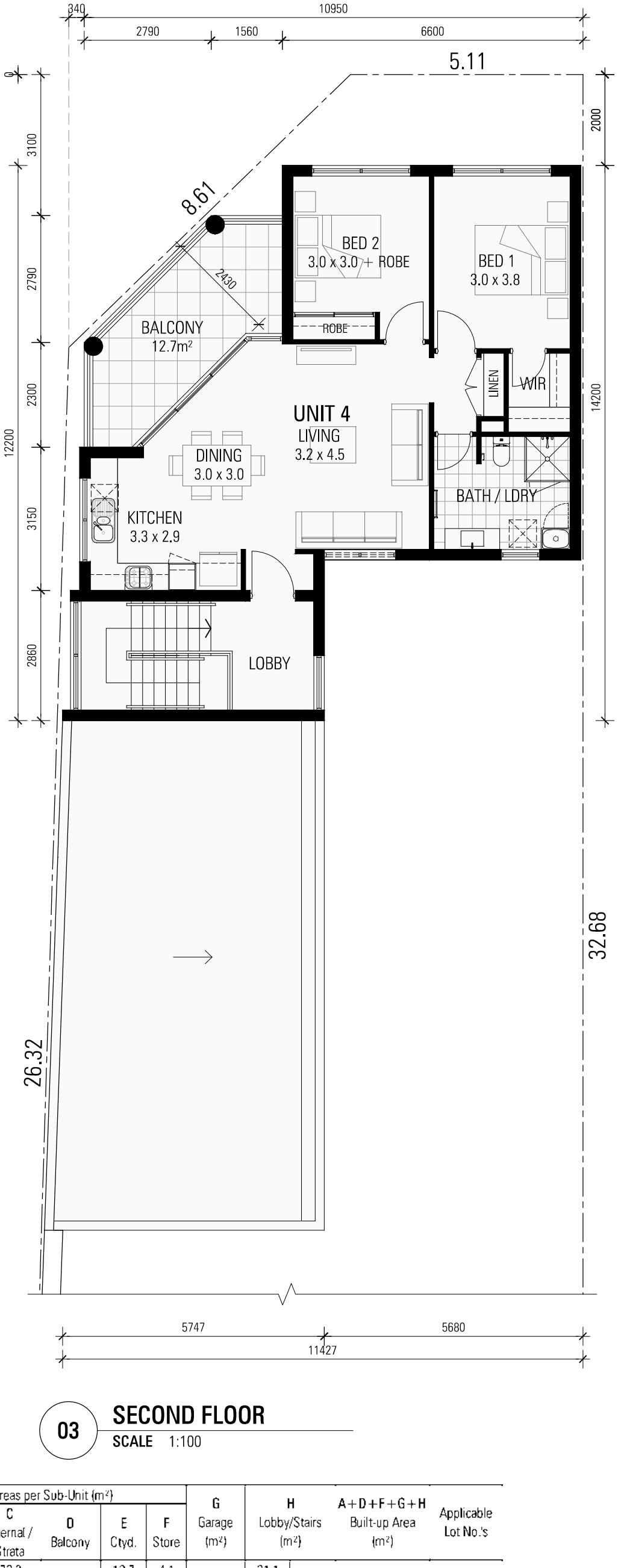
DEVELOPMENT
ASSESSMENT PANEL

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02 **FIRST FLOOR**
SCALE 1:100



03 **SECOND FLOOR**
SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M4	1	293.1	80.5	72.3		12.7	4.1	69	21.1	40	454.1	6
	2		77.8	69	12.7		4.1		13.4			
	3		57	49.6	10		4.4					
	4		77.8	69	12.7		4		5.5			

NICHELIVING ORELIA - TYPE M4 UPPER FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

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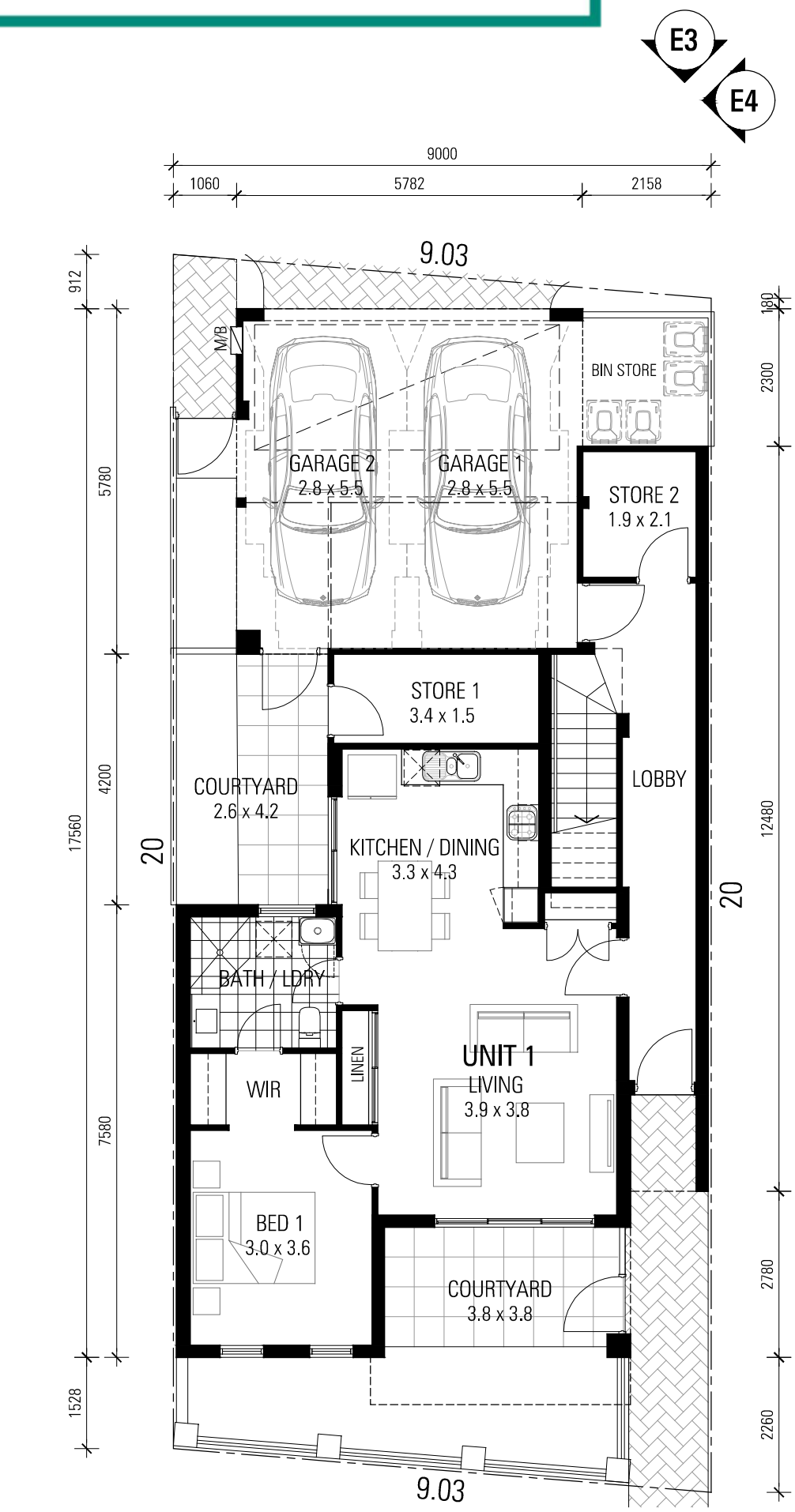
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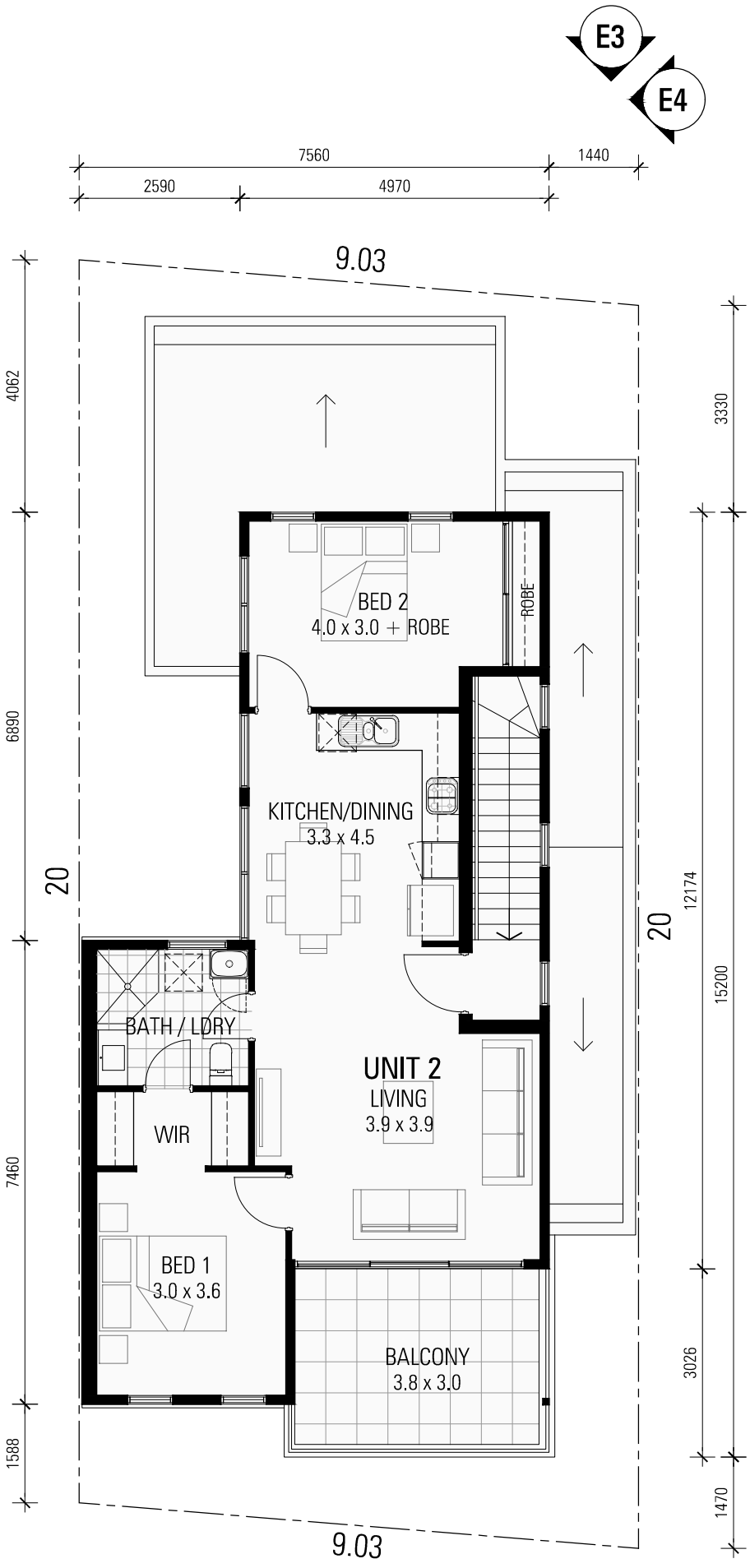
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01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M5 &	1	133.4	58.9	52.1		30.1	5.1	32.9	17.5	19.1	206.4	7 - 12
mirrored	2		74.5	67	11.9		4		1.6			

NICHELIVING ORELIA - TYPE M5 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

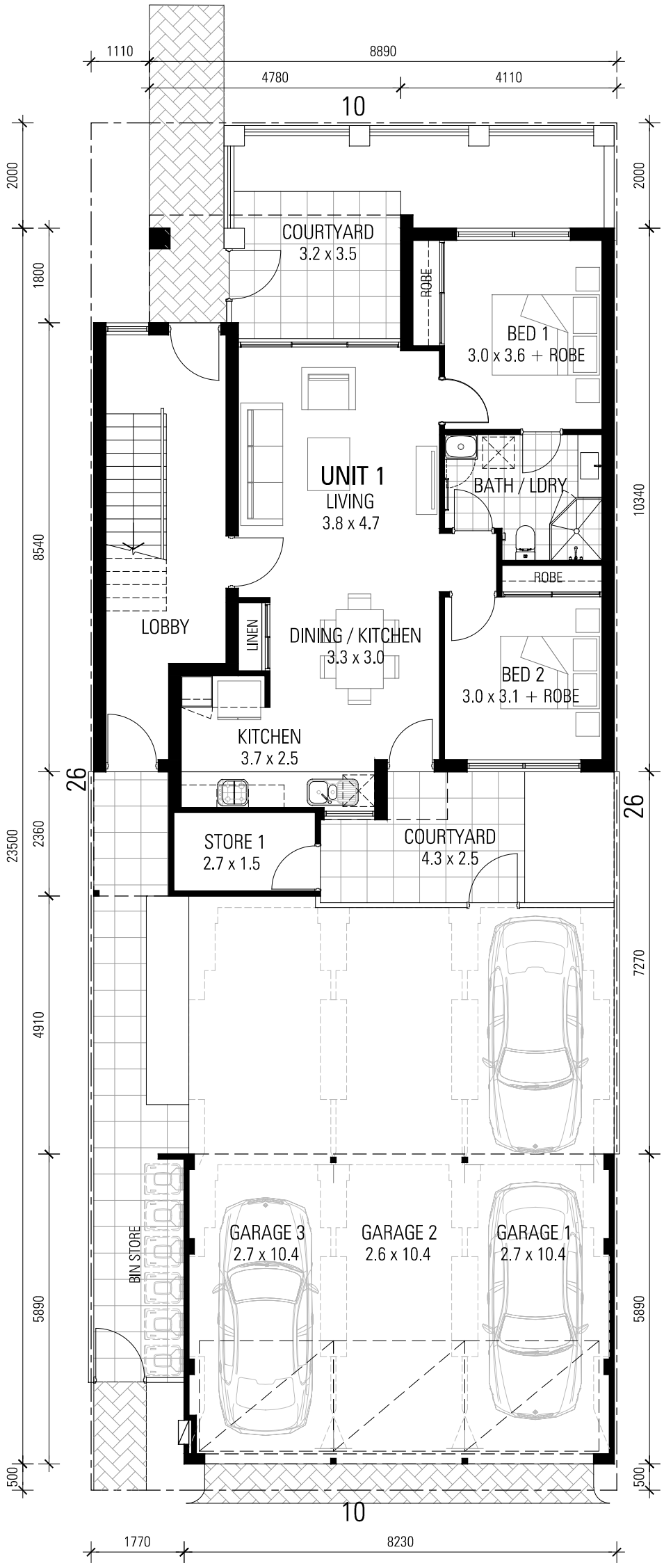
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REVISION	TM5-SK2.01_D



01 GROUND FLOOR

SCALE 1:100

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08-Nov-2017

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M6	1	222.4	75	66.8		18.6	4.1	48.2	19.4	33.6	346.4	4, 5
	2		73.7	66	15.8		4.1		10.5			
	3		73.7	66	14.1		4.1		3.7			

NICHELIVING ORELIA - TYPE M6 FLOOR PLAN

LOT 503 - GILMORE AVE, ORELIA WA

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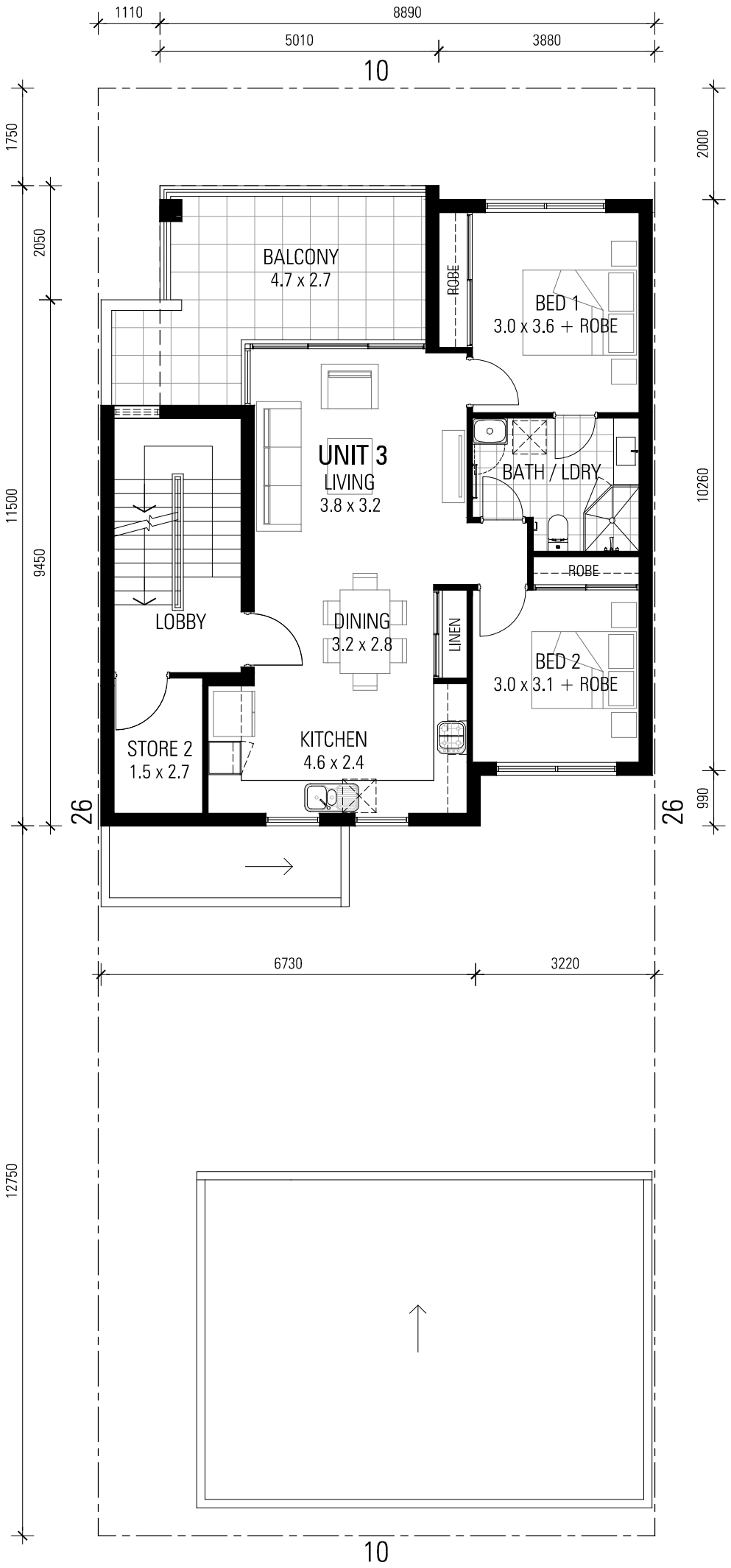
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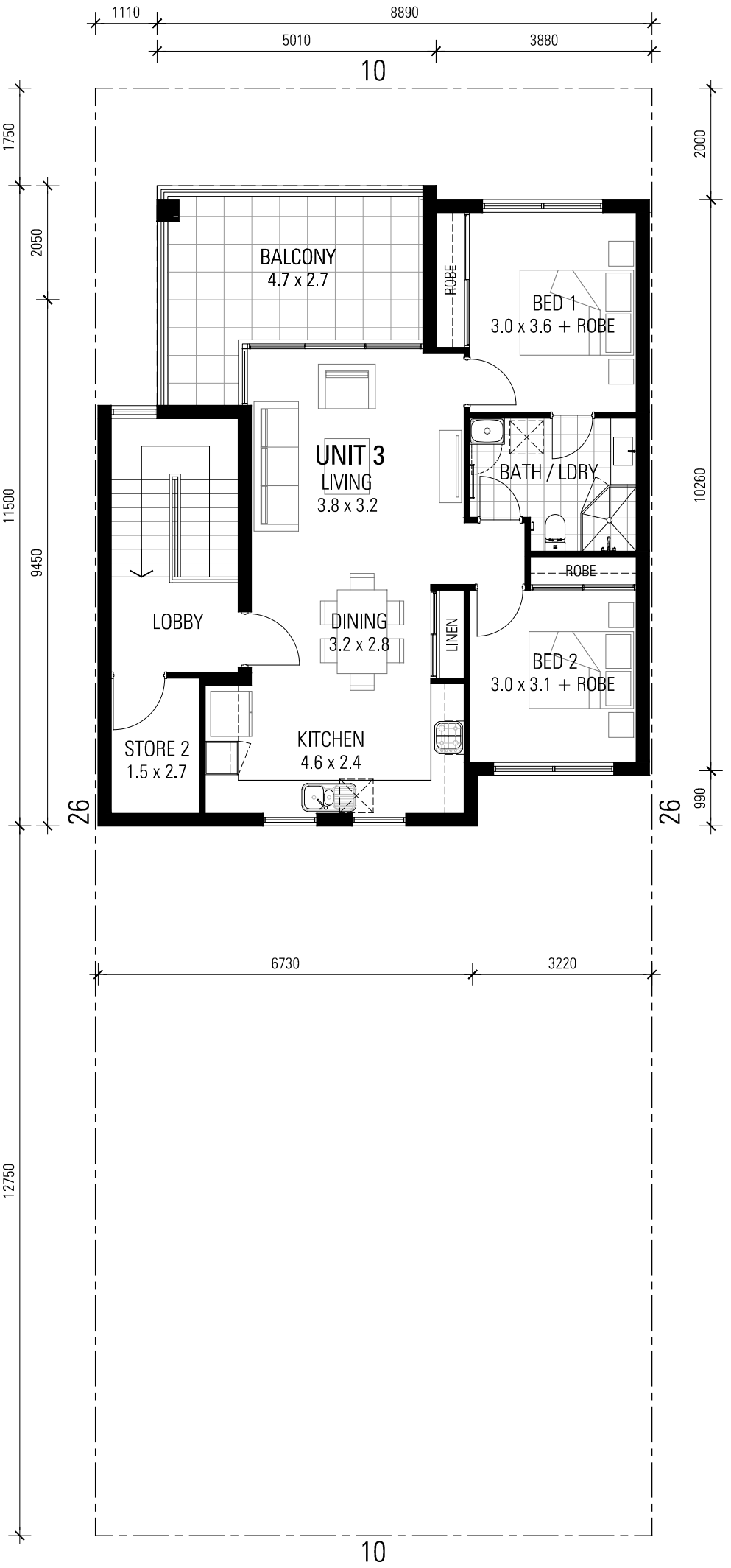
DEVELOPMENT
ASSESSMENT PANEL

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02 **FIRST FLOOR**
SCALE 1:100



03 **SECOND FLOOR**
SCALE 1:100

NICHELIVING ORELIA - TYPE M6 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

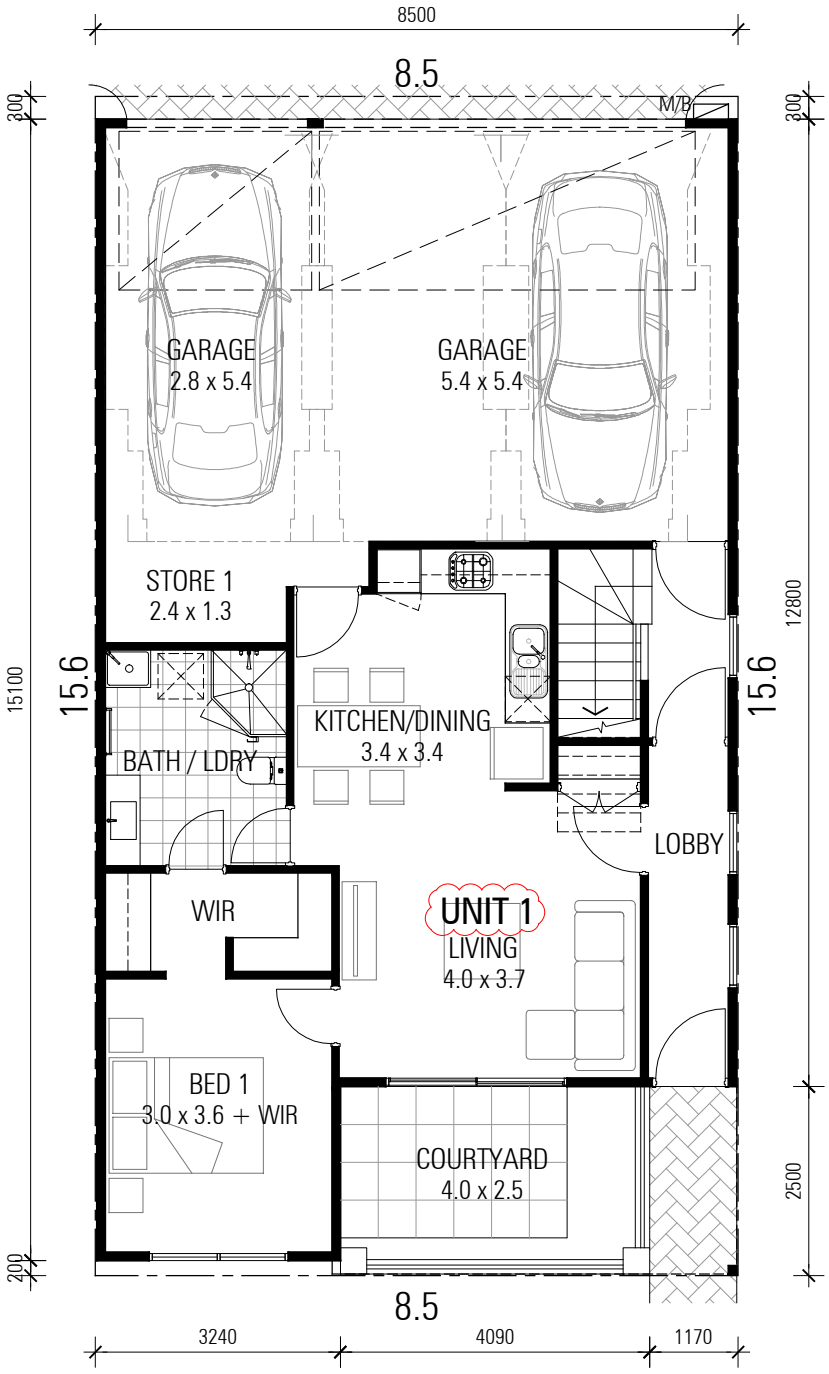
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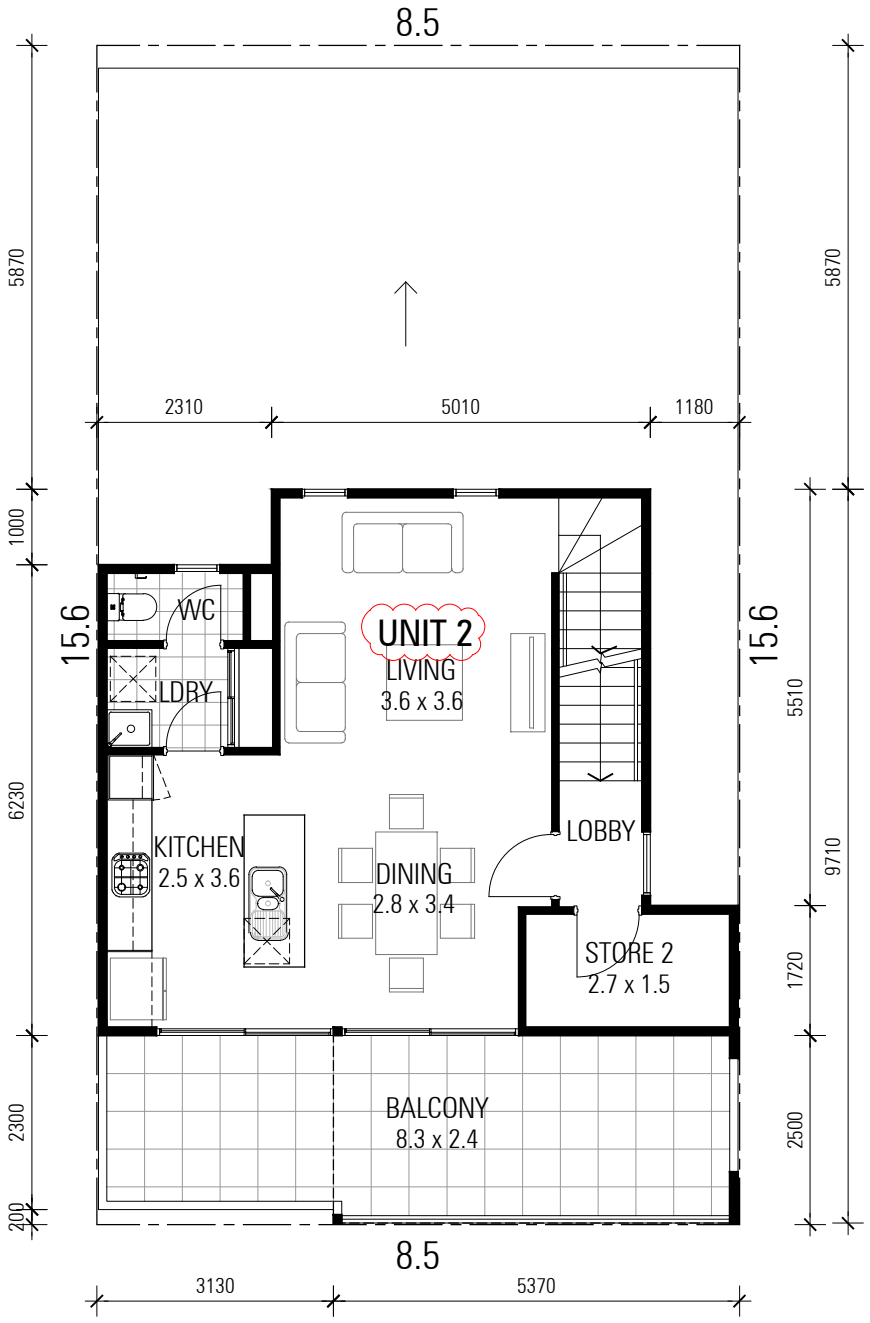
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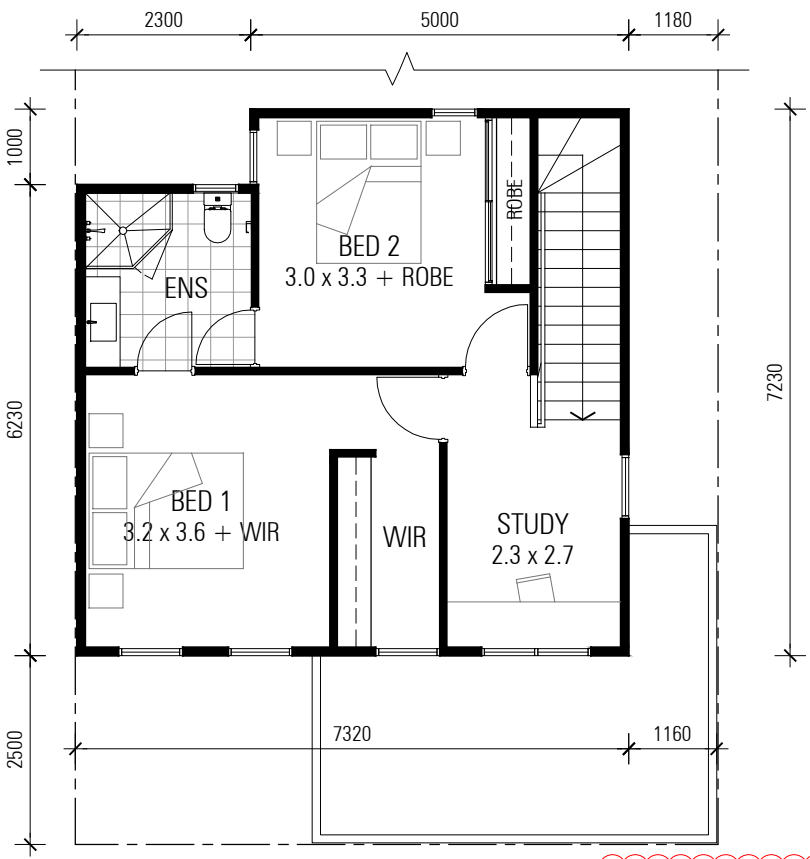
01 GROUND FLOOR

SCALE 1:100



02 FIRST FLOOR

SCALE 1:100



03 SECOND FLOOR

SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

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08-Nov-2017

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M7	1	142.8	52.8	49.5		10	3	47.1	11.5	14.5	231.6	18
	2		90	85	19.6		4.6		3			

NICHELIVING ORELIA - TYPE M7 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

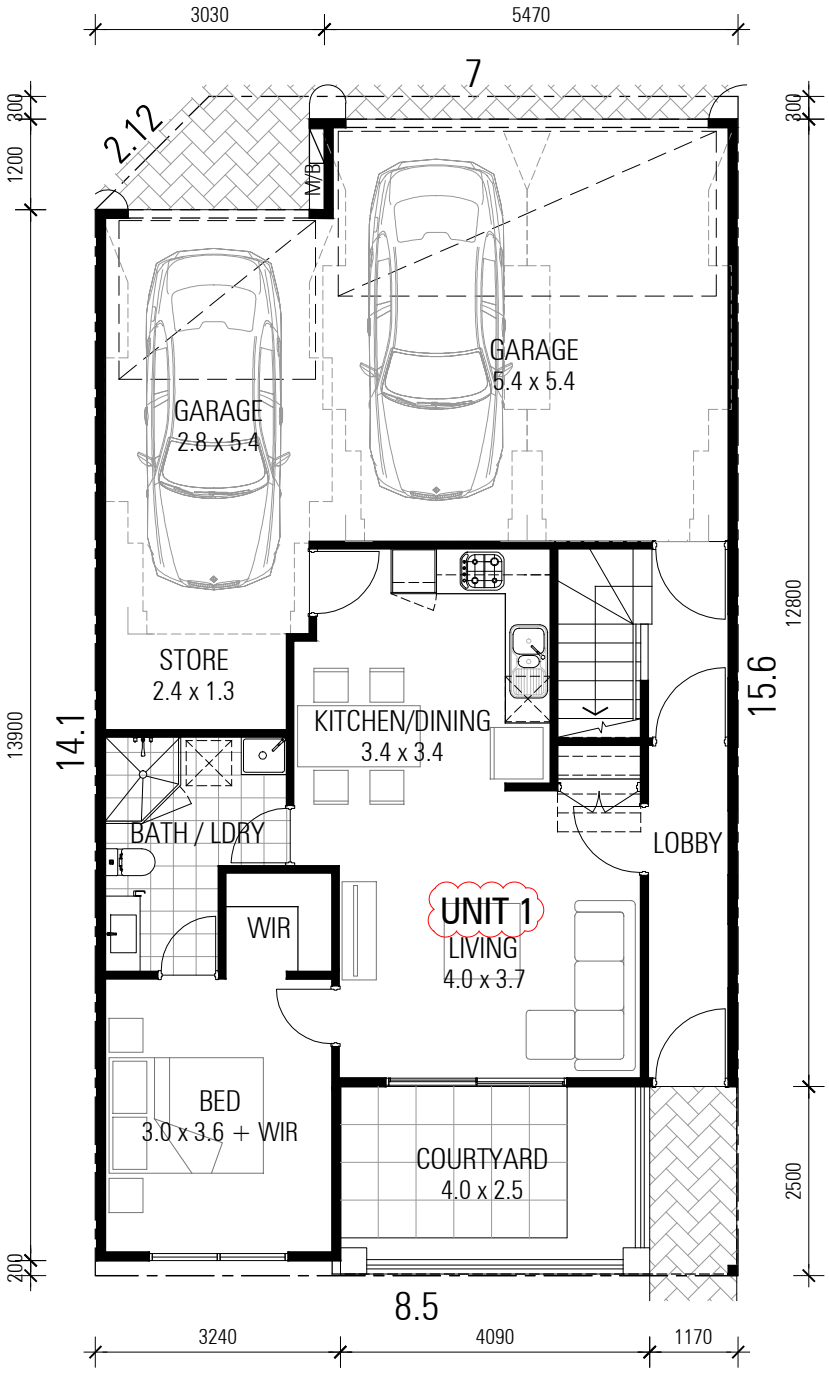
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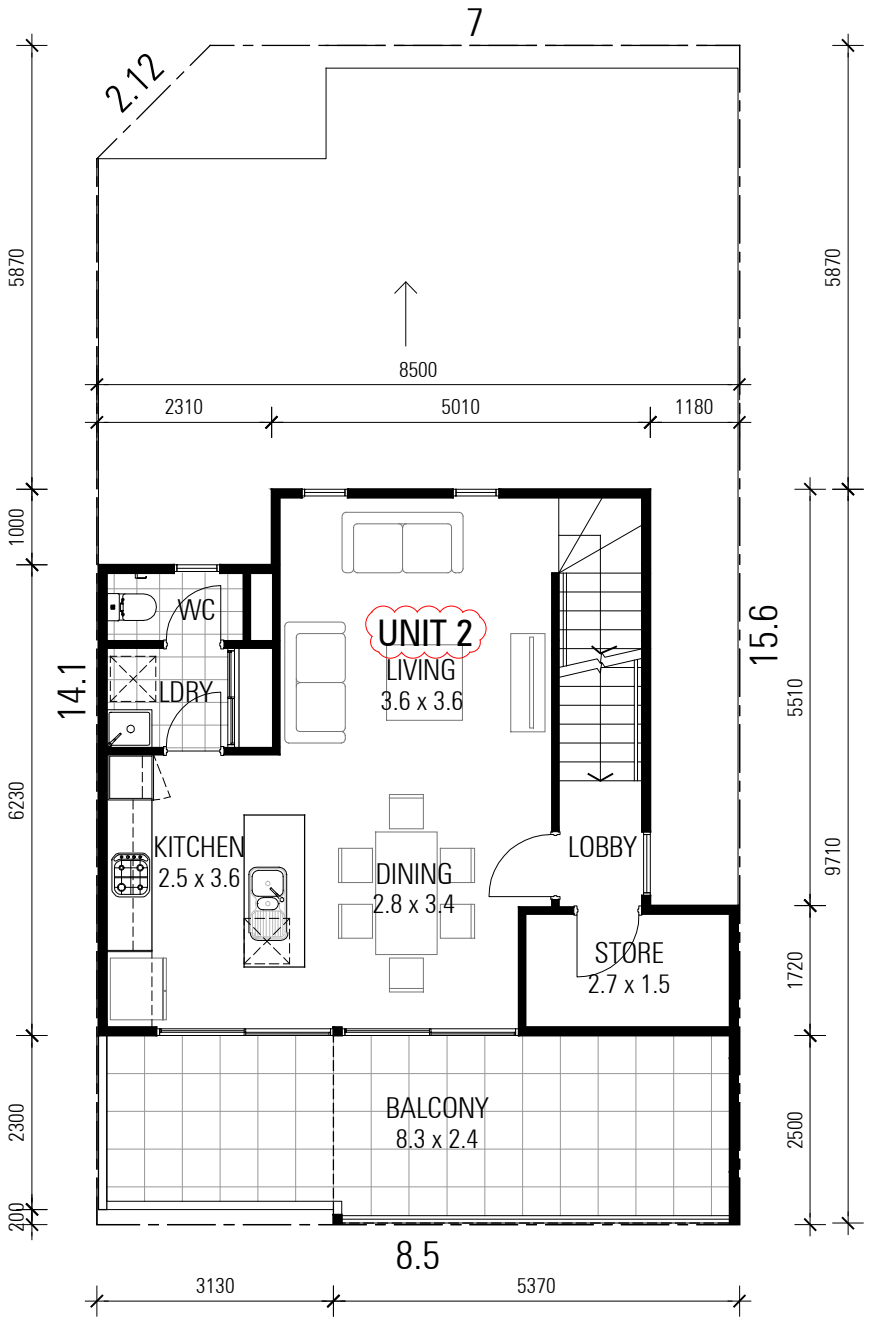
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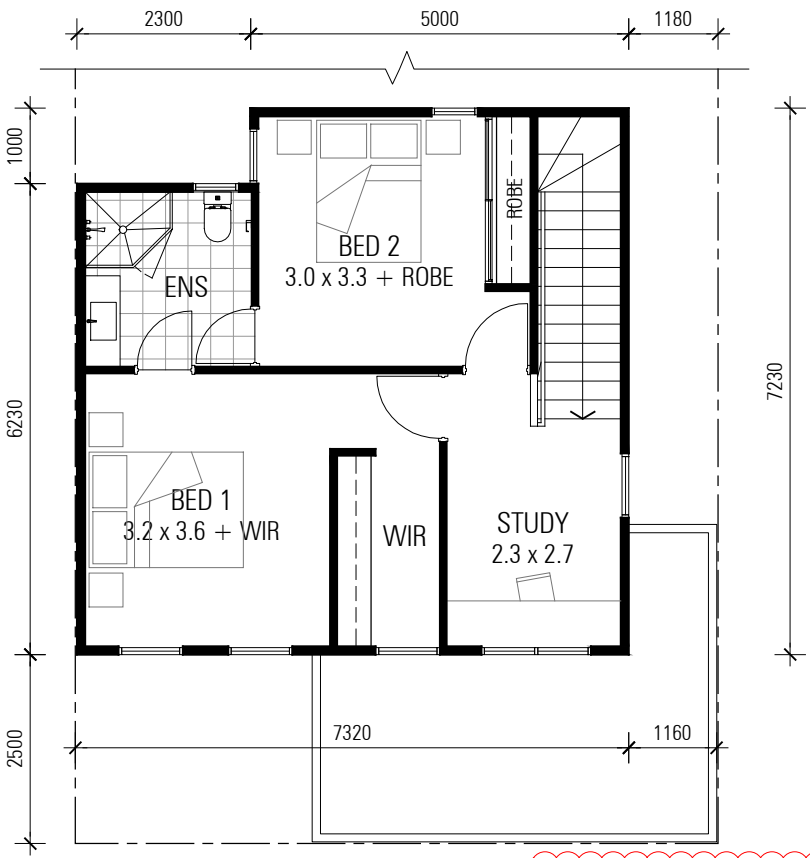
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01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100



03 **SECOND FLOOR**
SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M7A	1	140.2	50.2	46.9		10	3	47.9	11.5	14.5	229.8	17
	2		90	85	19.6		4.6		3			

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NICHELIVING ORELIA - TYPE M7A FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

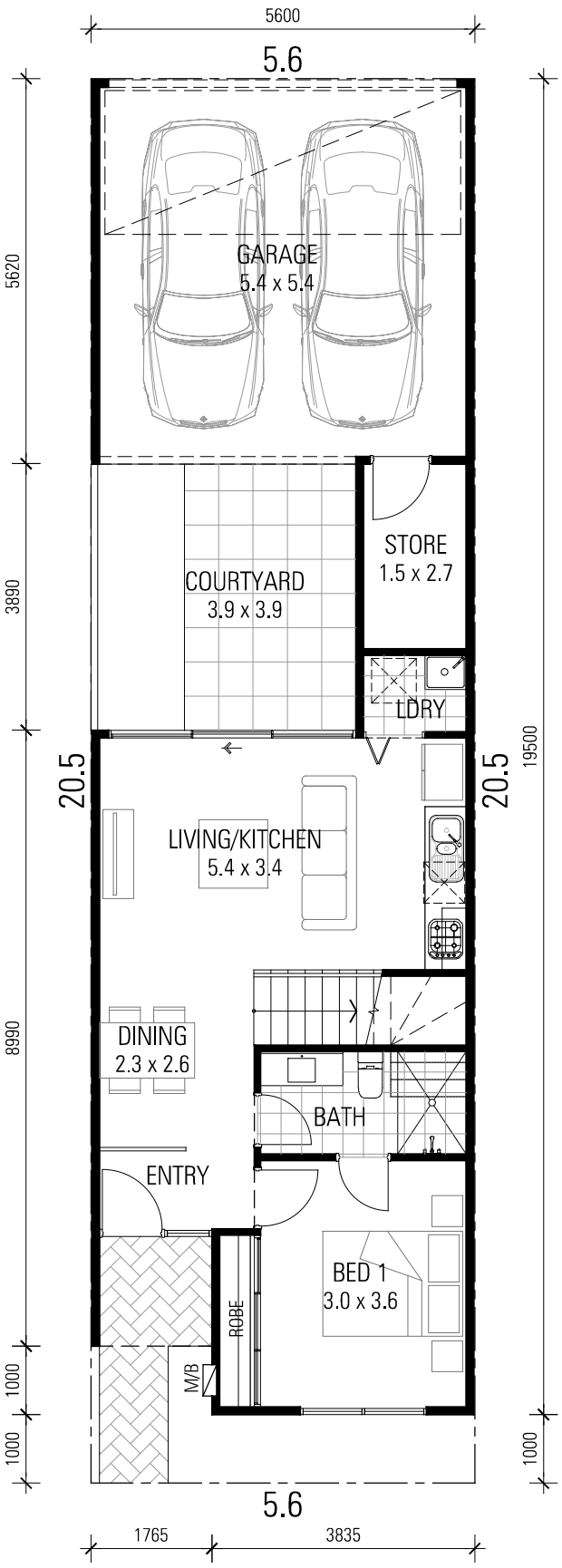
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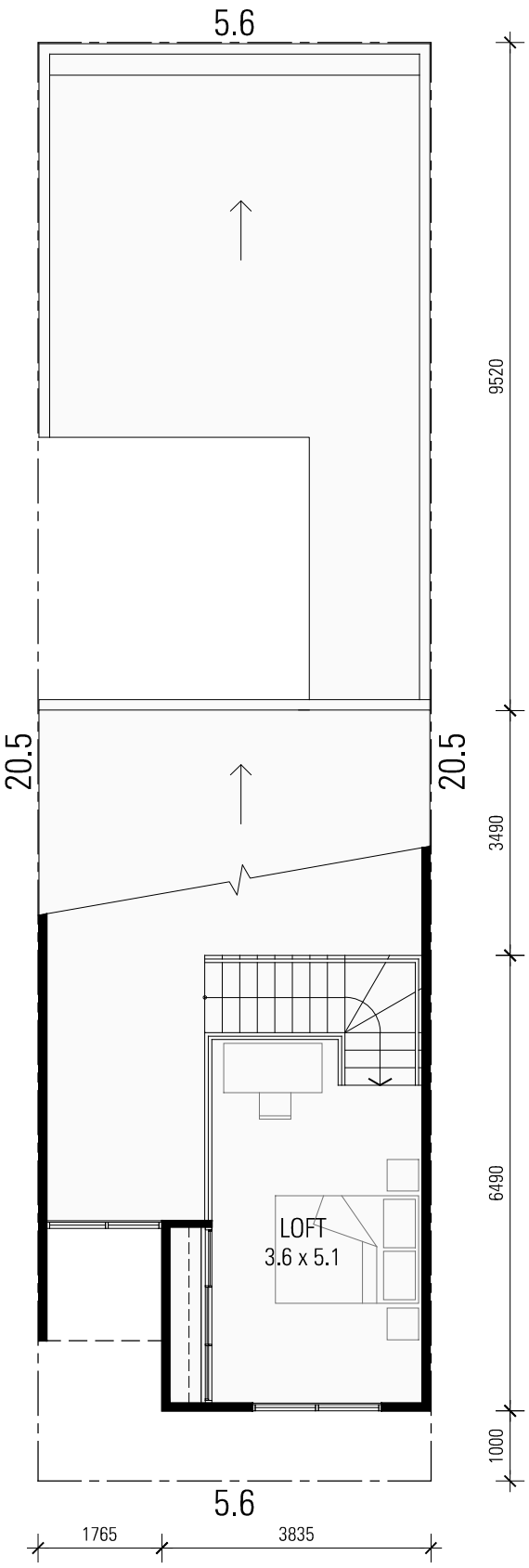
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01 **GROUND FLOOR**
SCALE 1:100

02 **FIRST FLOOR**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

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AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	A+B+C+D Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total					
1	53.1	18	71.1	31	4.8		106.9	SL22 - SL27, SL48 - SL52

NICHELIVING ORELIA - TYPE 1 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

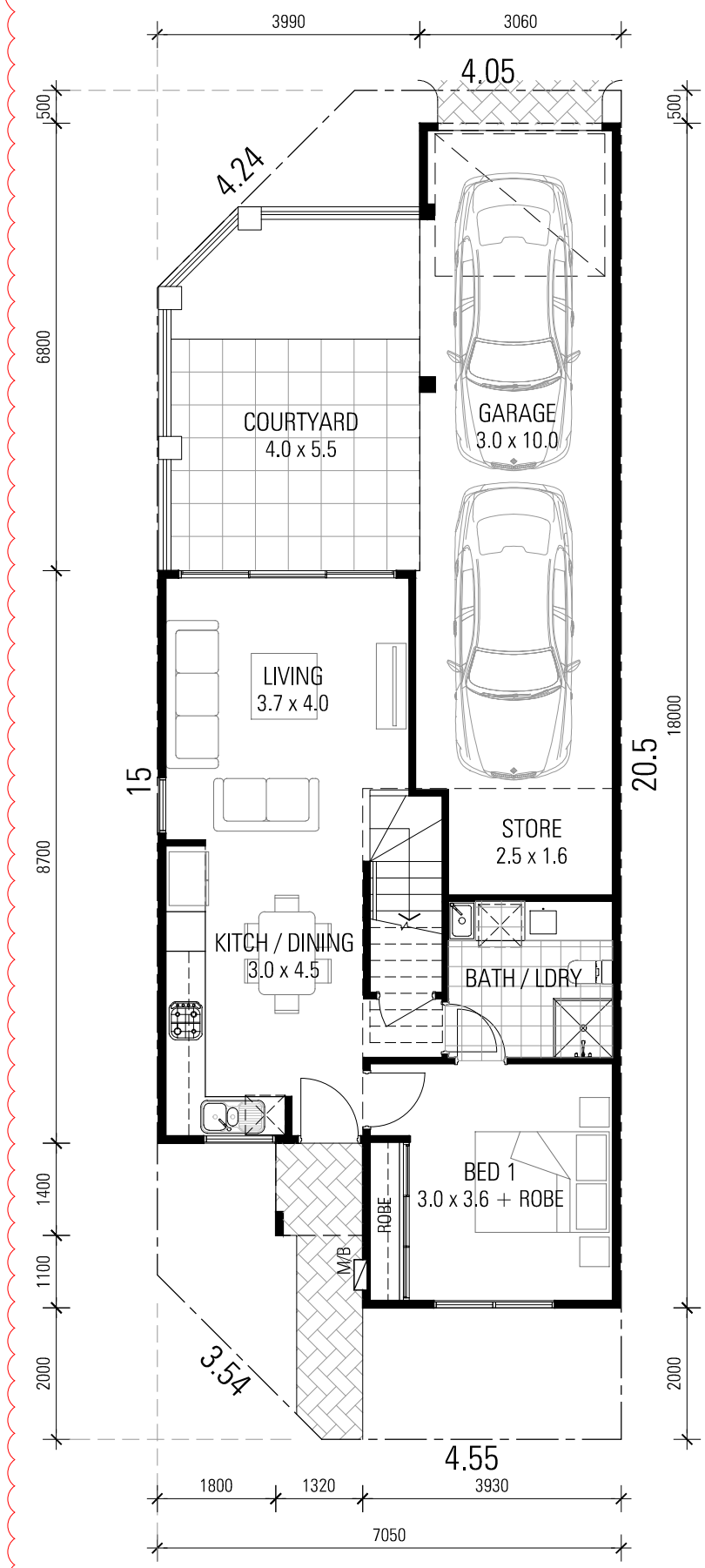
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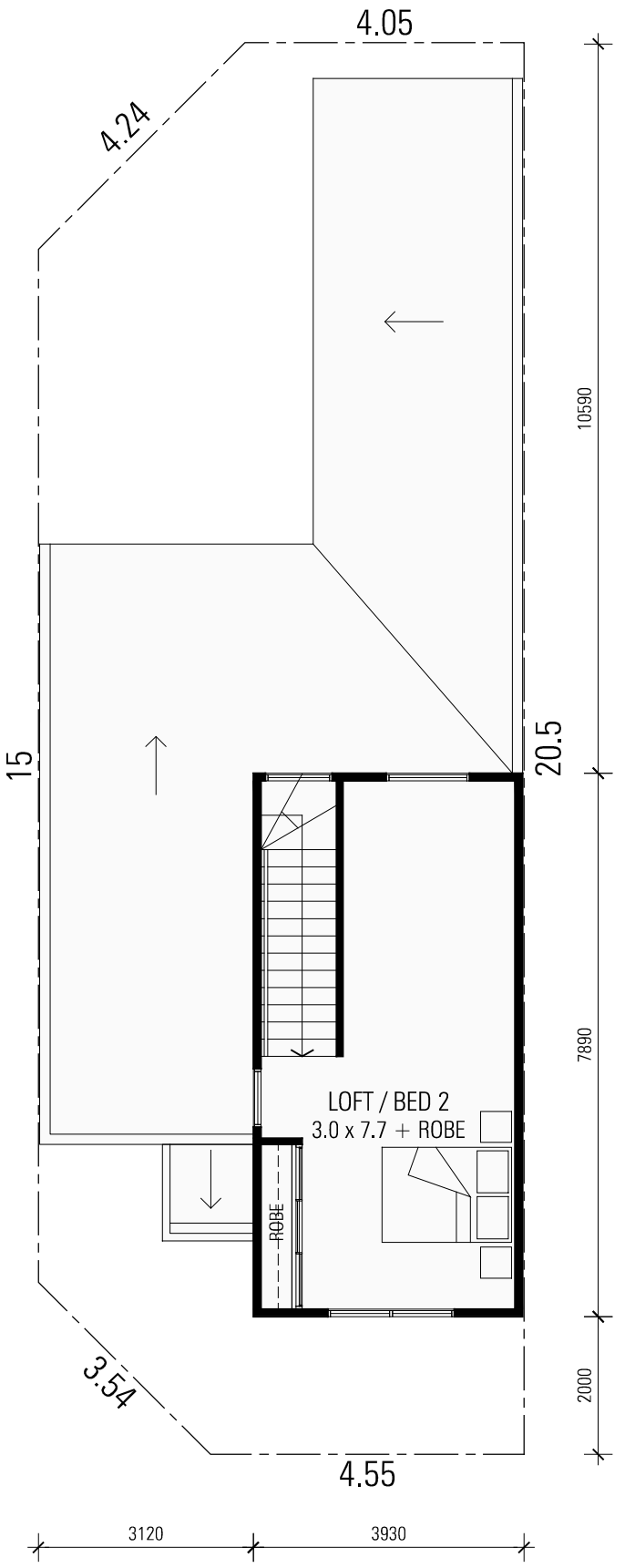
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01 **GROUND FLOOR**
SCALE 1:100

02 **FIRST FLOOR**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

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AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	A+B+C+D Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total					
1A	56.1	25.8	81.9	31	4.2		117.1	SL47

NICHELIVING ORELIA - TYPE 1A FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

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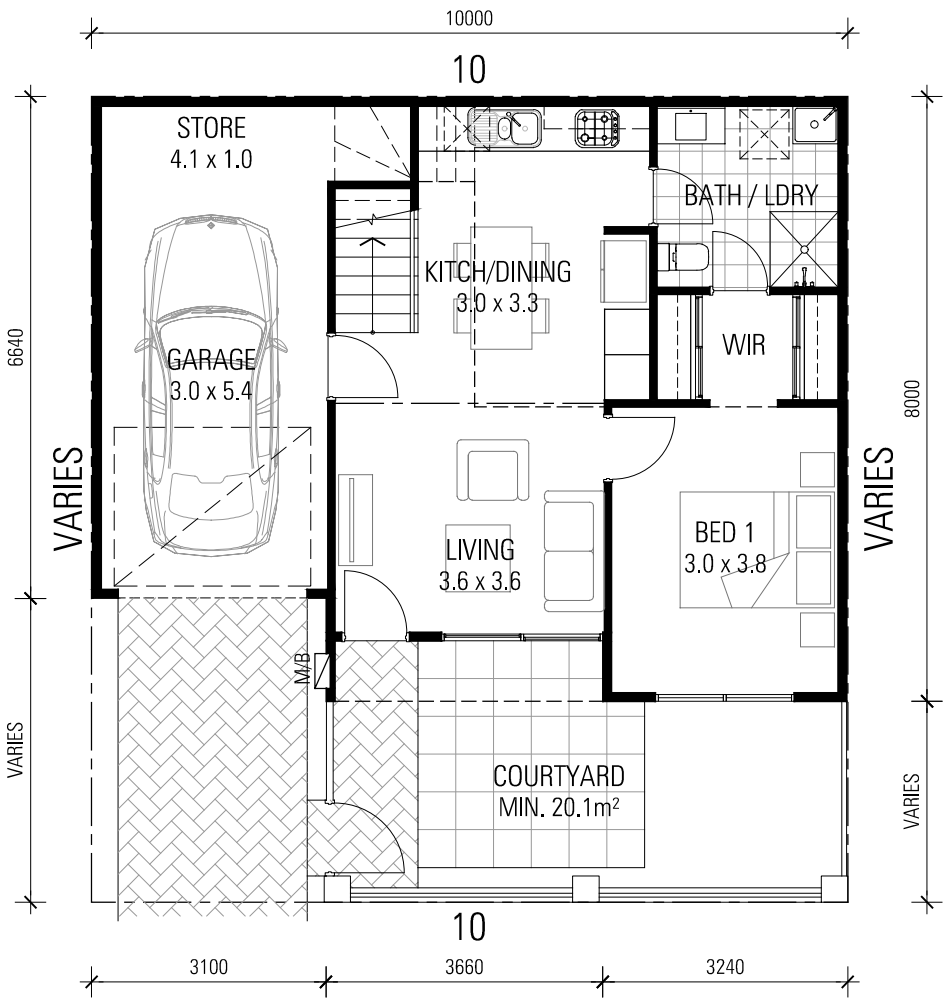
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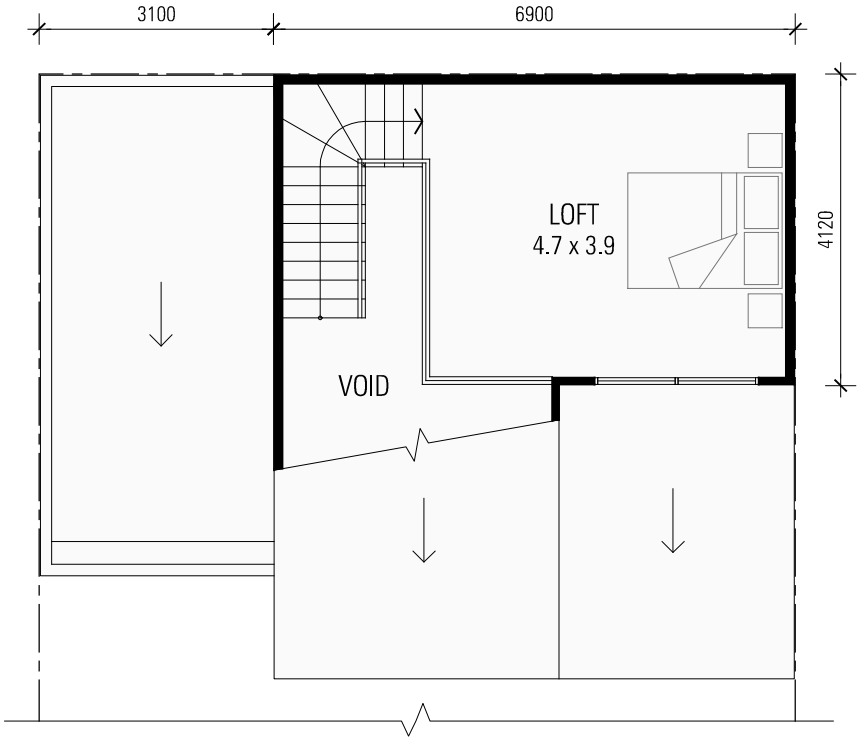
DEVELOPMENT ASSESSMENT PANEL

APPROVED

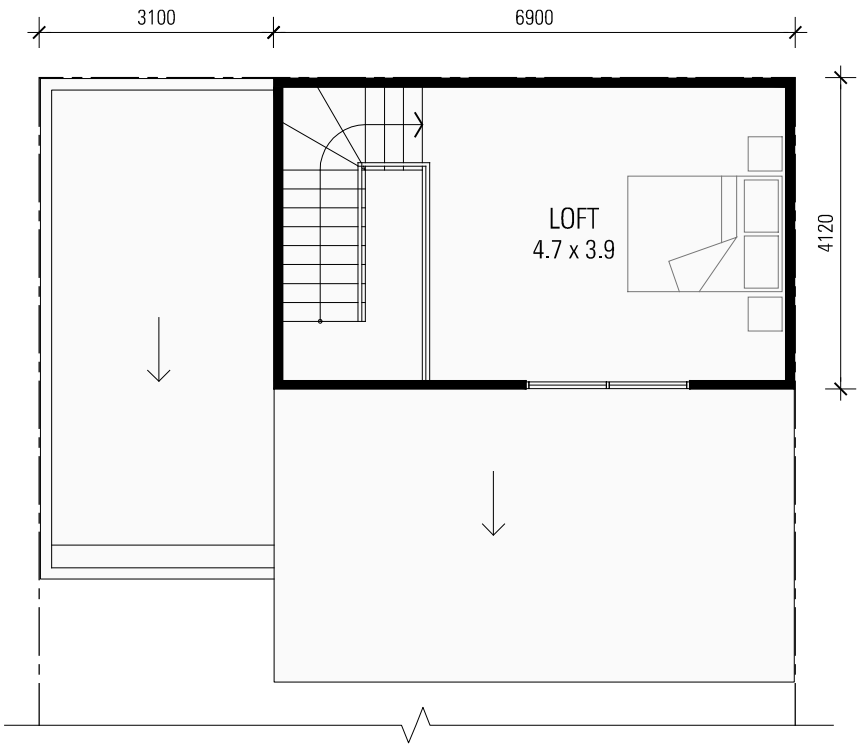
08-Nov-2017

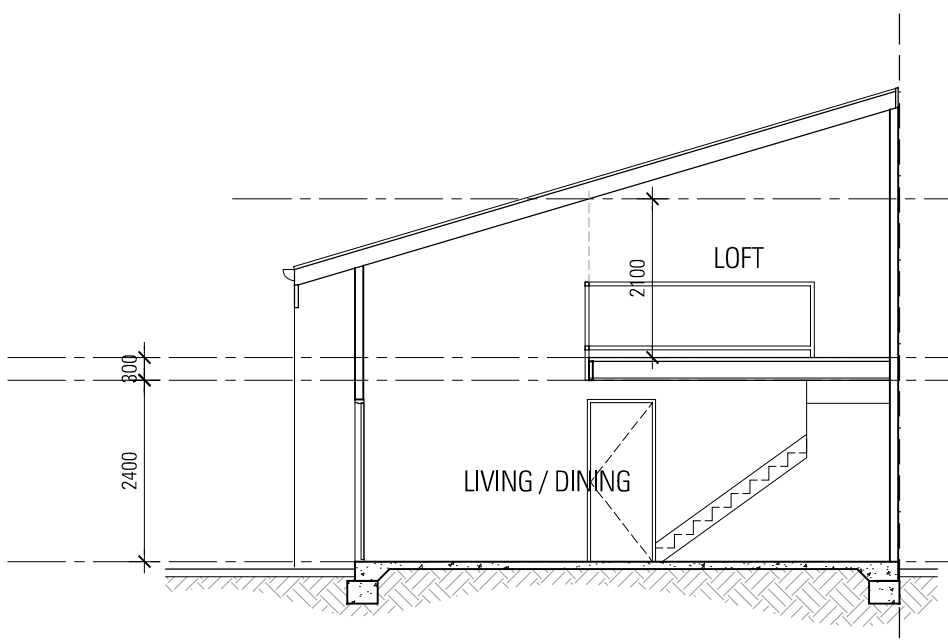


01 GROUND FLOOR
SCALE 1:100

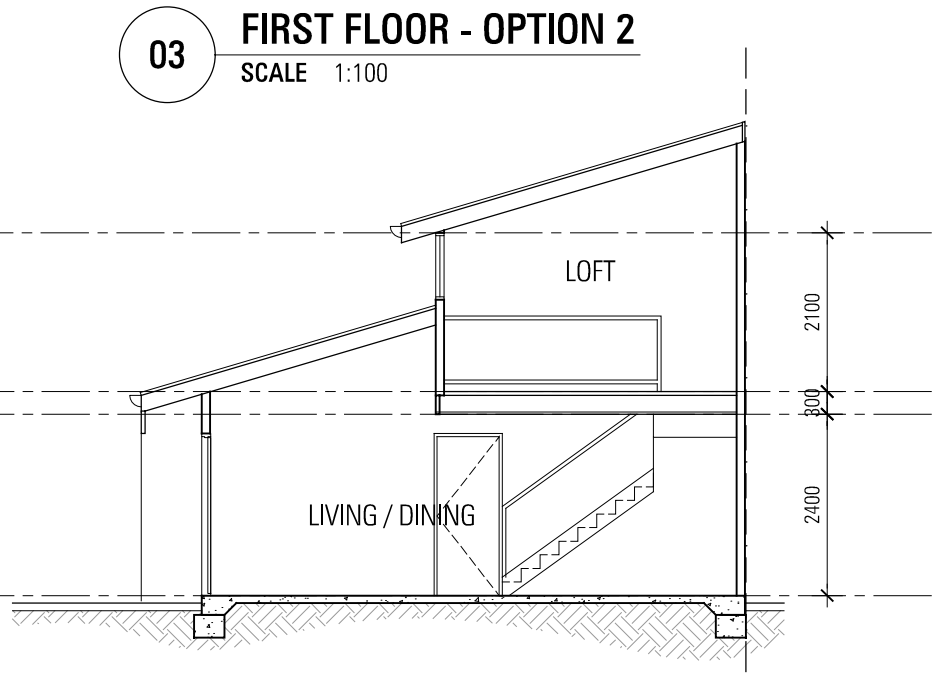


02 FIRST FLOOR - OPTION 1
SCALE 1:100





04 SECTION - OPTION 1
SCALE 1:100



05 SECTION - OPTION 2
SCALE 1:100

03 FIRST FLOOR - OPTION 2
SCALE 1:100

AREAS

Unit Type	A Floor Area (m²)			B	C	D	A+B+C+D	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total	Garage (m²)	Store (m²)	Balcony (m²)	Built-up Area (m²)	
2 & mirrored	50.5	20.1	70.6	17.2	4.7		92.5	SL39 - SL42

NICHELIVING ORELIA - TYPE 2 FLOOR PLANS & SECTIONS

LOT 503 - GILMORE AVE, ORELIA WA

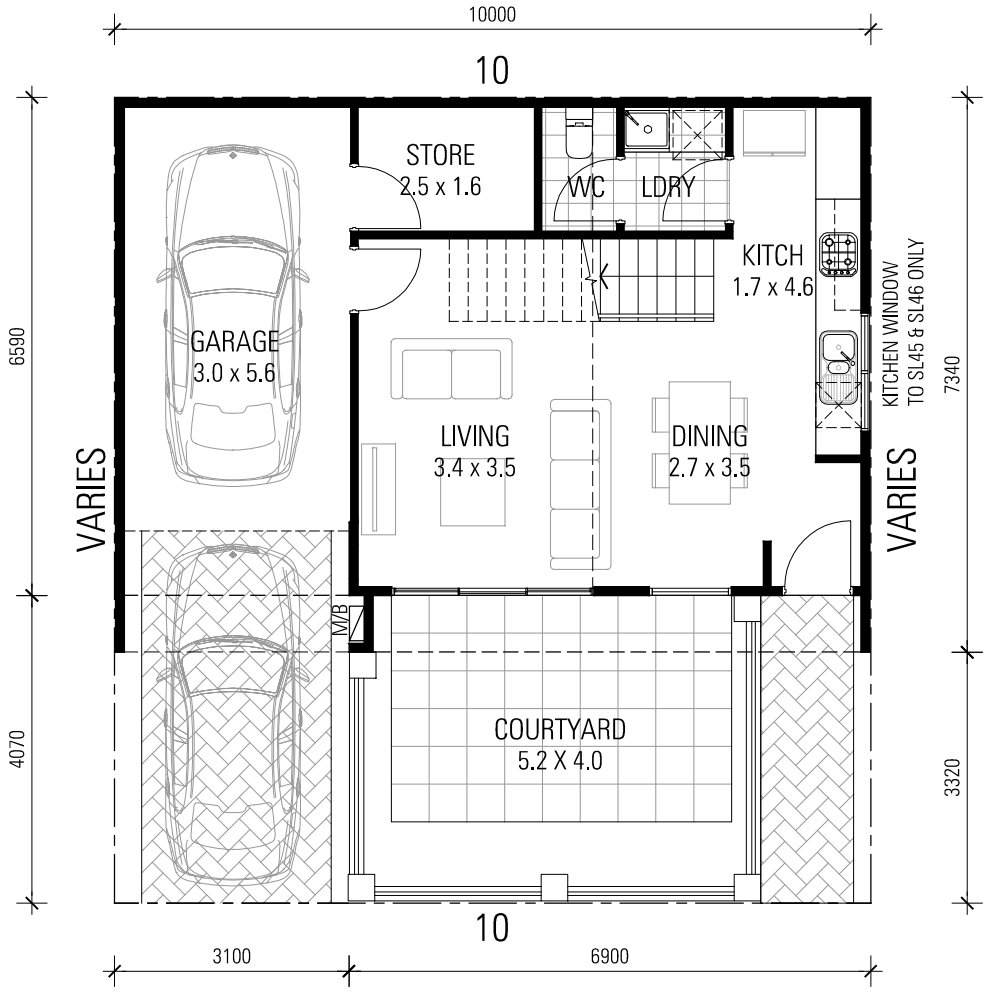
DA SUBMISSION

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ARCHITECTURE PLANNING INTERIOR DESIGN
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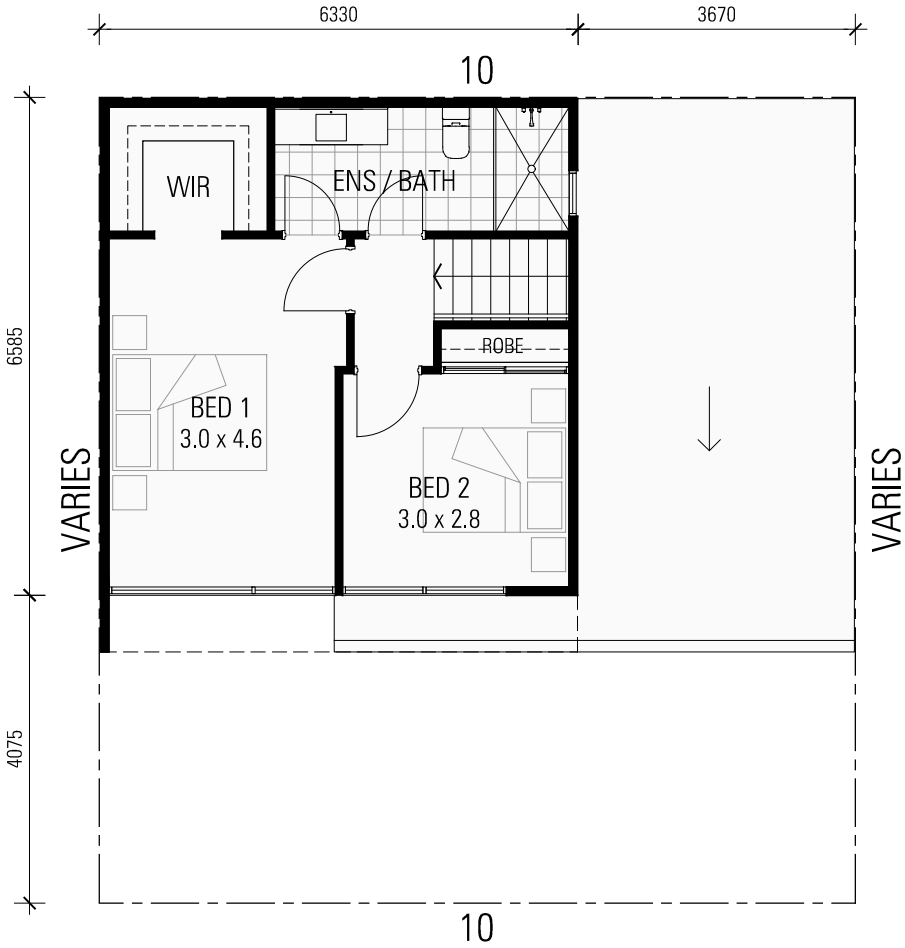
PROJECT NO. 2093
DATE 19.09.2017
REVISION T2-SK2.01_E

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01 GROUND FLOOR

SCALE 1:100



02 FIRST FLOOR

SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	A+B+C+D Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total					
2A	40.8	39.3	80.1	17.8	4.3		102.2	SL43 - SL46

NICHELIVING ORELIA - TYPE 2A FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

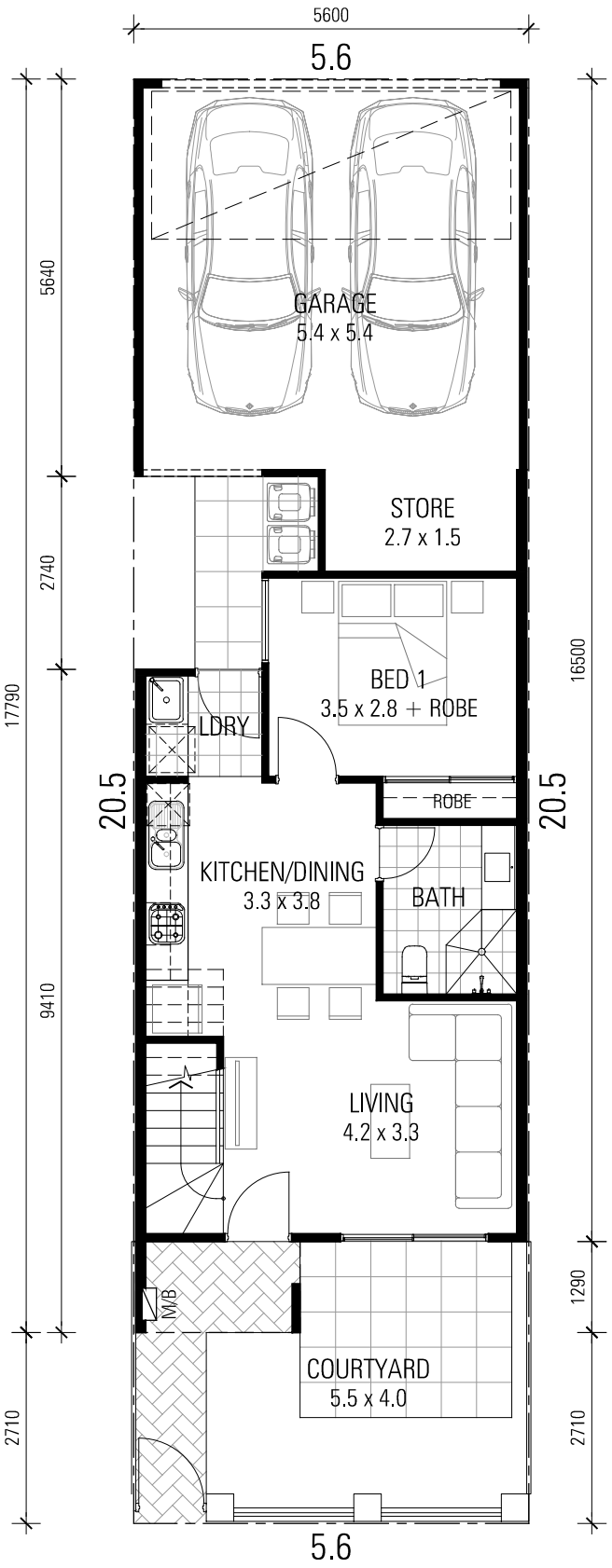
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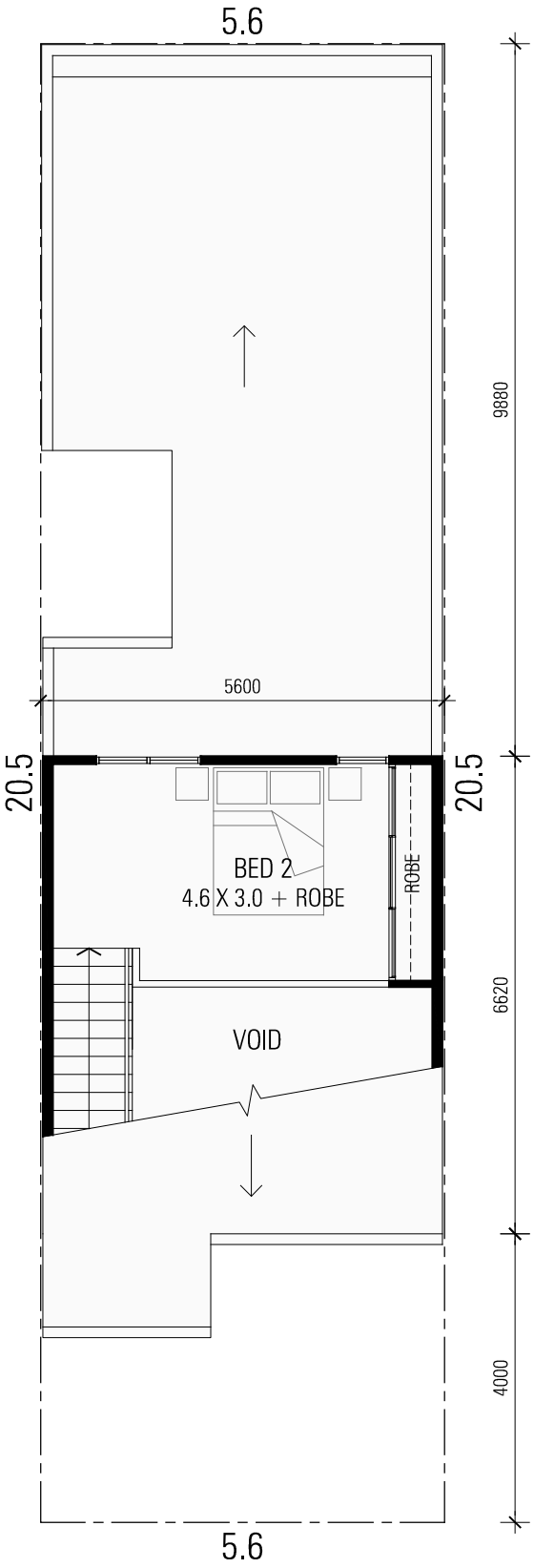
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ARCHITECTURE PLANNING INTERIOR DESIGN
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PROJECT NO. 2093
DATE 19.09.2017
REVISION T2A-SK2.01_A

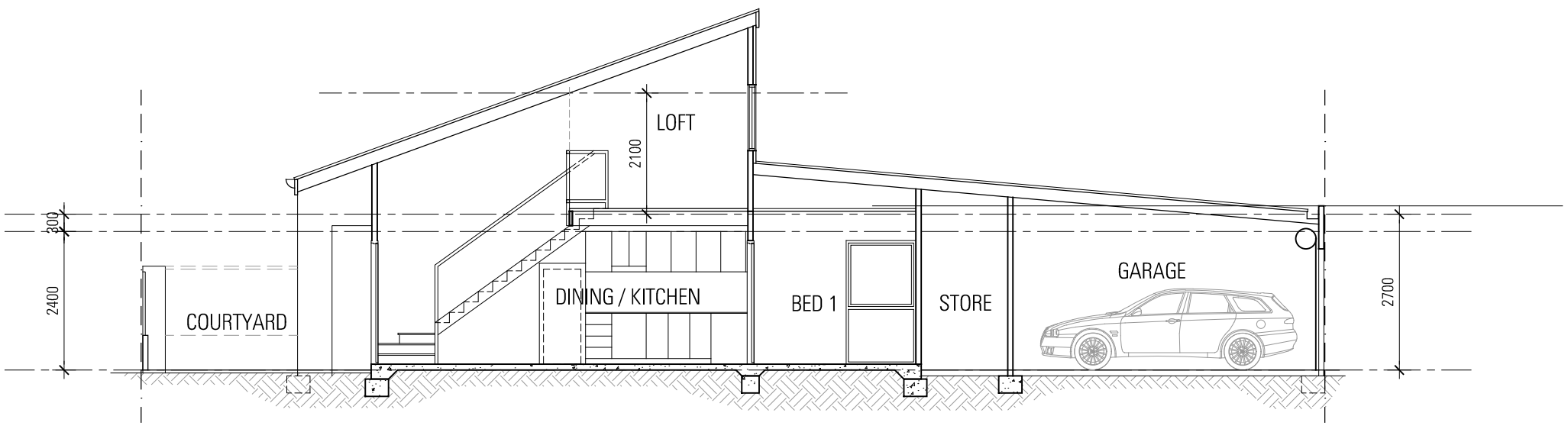
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01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100



03 **SECTION**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL
APPROVED
08-Nov-2017

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	A+B+C+D Built-up Area (m^2)	Applicable Lot No.s
	Ground	1st Floor / Loft	2nd Floor / Total					
3 & mirrored	50.2	17.1	67.3	31	4.2		102.5	SL13 - SL17, SL29 - SL34

NICHELIVING ORELIA - TYPE 3 FLOOR PLANS & SECTION

LOT 503 - GILMORE AVE, ORELIA WA

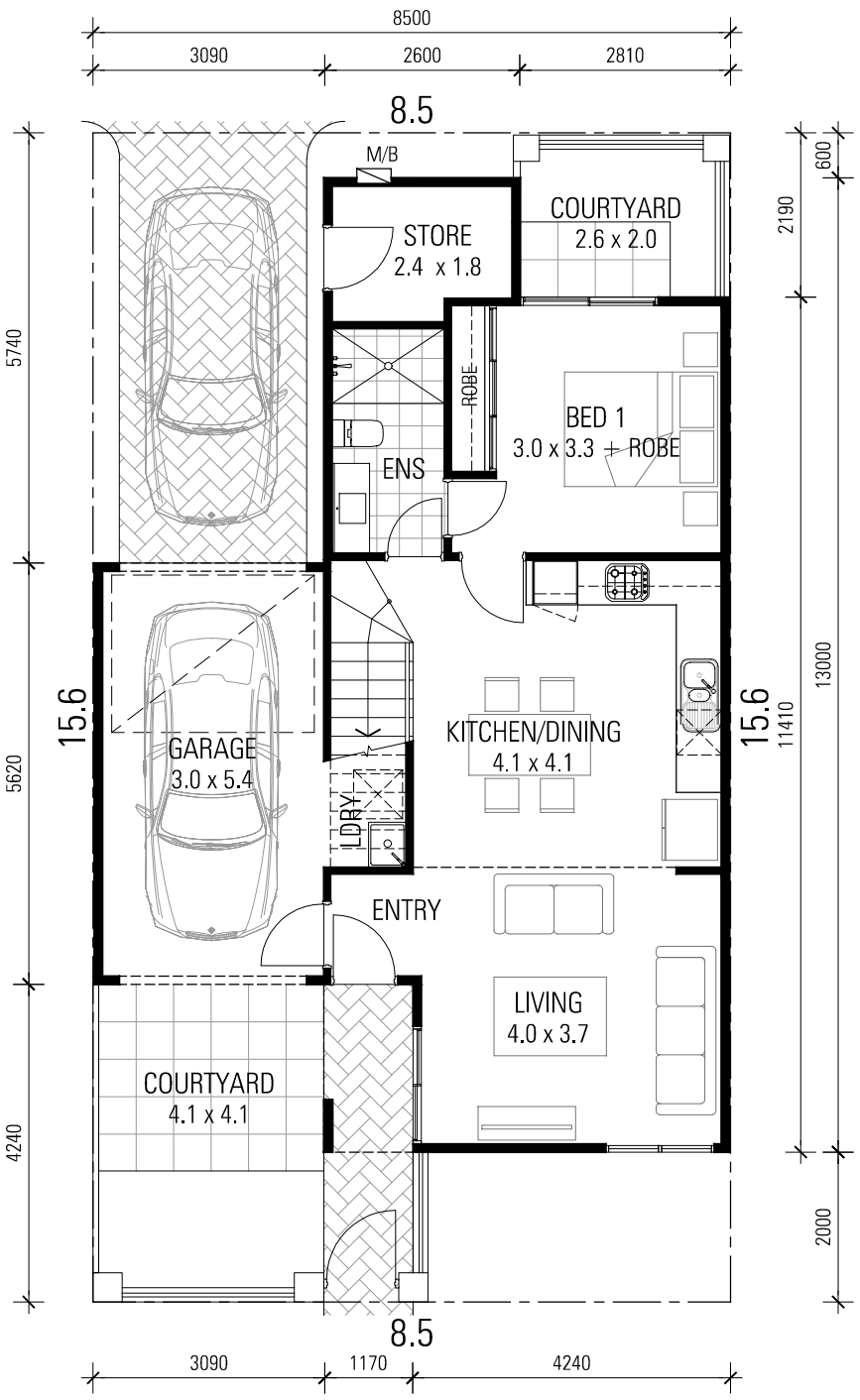
DA SUBMISSION

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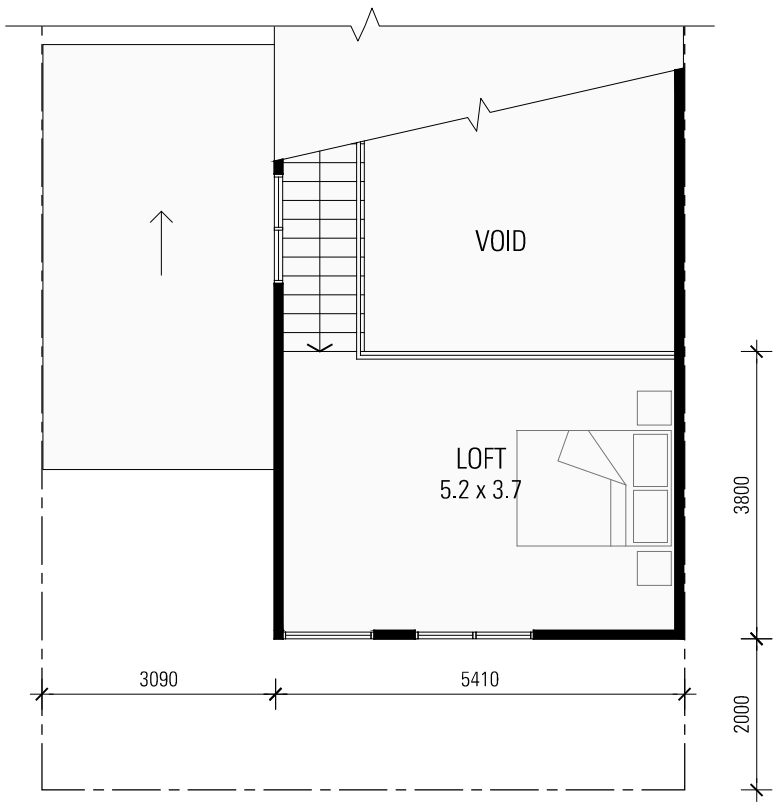
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ARCHITECTURE PLANNING INTERIOR DESIGN
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PROJECT NO. 2093
DATE 16.08.2017
REVISION T3-SK2.01_E

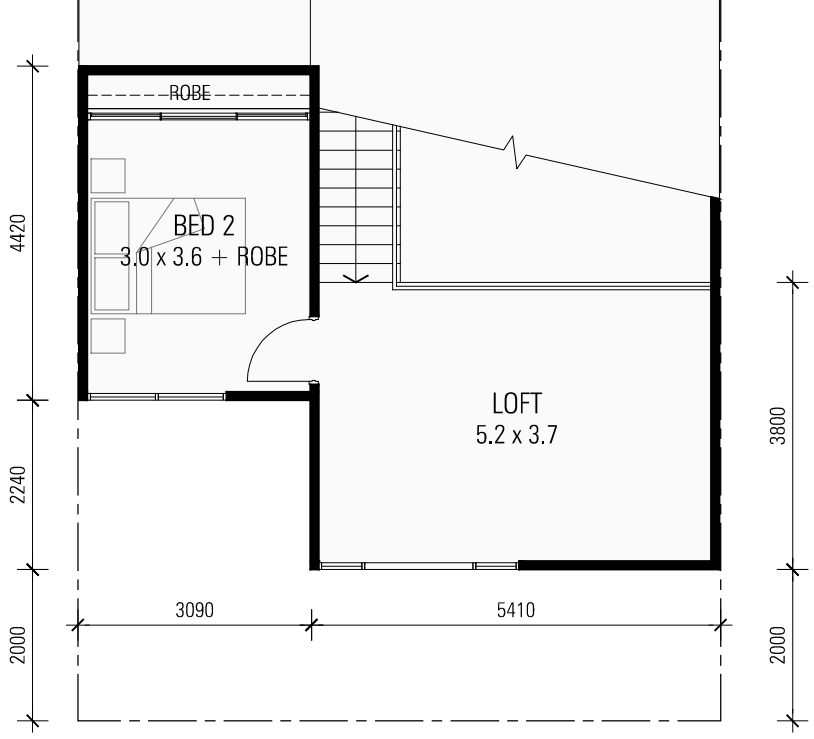
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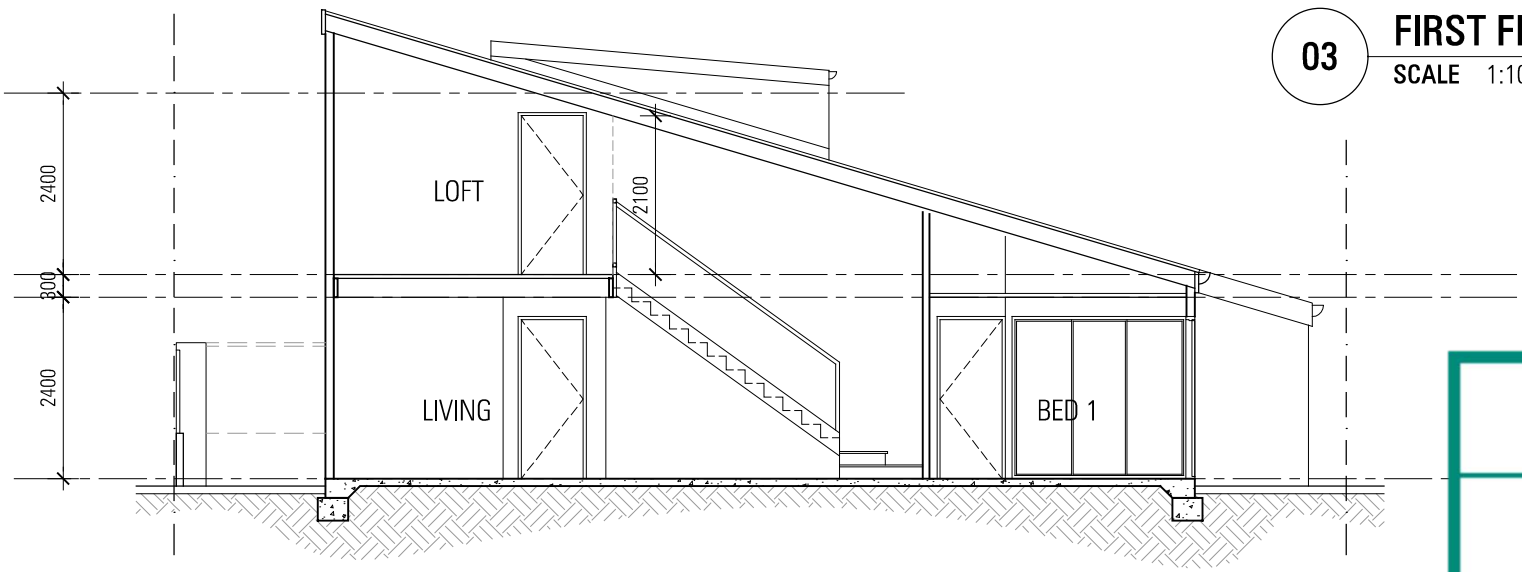
01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR - OPTION 1**
SCALE 1:100



03 **FIRST FLOOR - OPTION 2**
SCALE 1:100



04 **SECTION - OPTION 2**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL
APPROVED
08-Nov-2017

AREAS

Unit Type		A Floor Area (m²) Ground	1st Floor / Loft	2nd Floor	Total	B Garage (m²)	C Store (m²)	D Balcony (m²)	A+B+C+D Built-up Area (m²)	Applicable Lot No.s
4	Option 1	58.6	20.6		79.2	17.2	4.7		101.1	SL5 - SL9
	Option 2	58.6	34.4		93	17.2	4.7		114.9	SL3, SL4, SL10, SL11

NICHELIVING ORELIA - TYPE 4 FLOOR PLANS & SECTION

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

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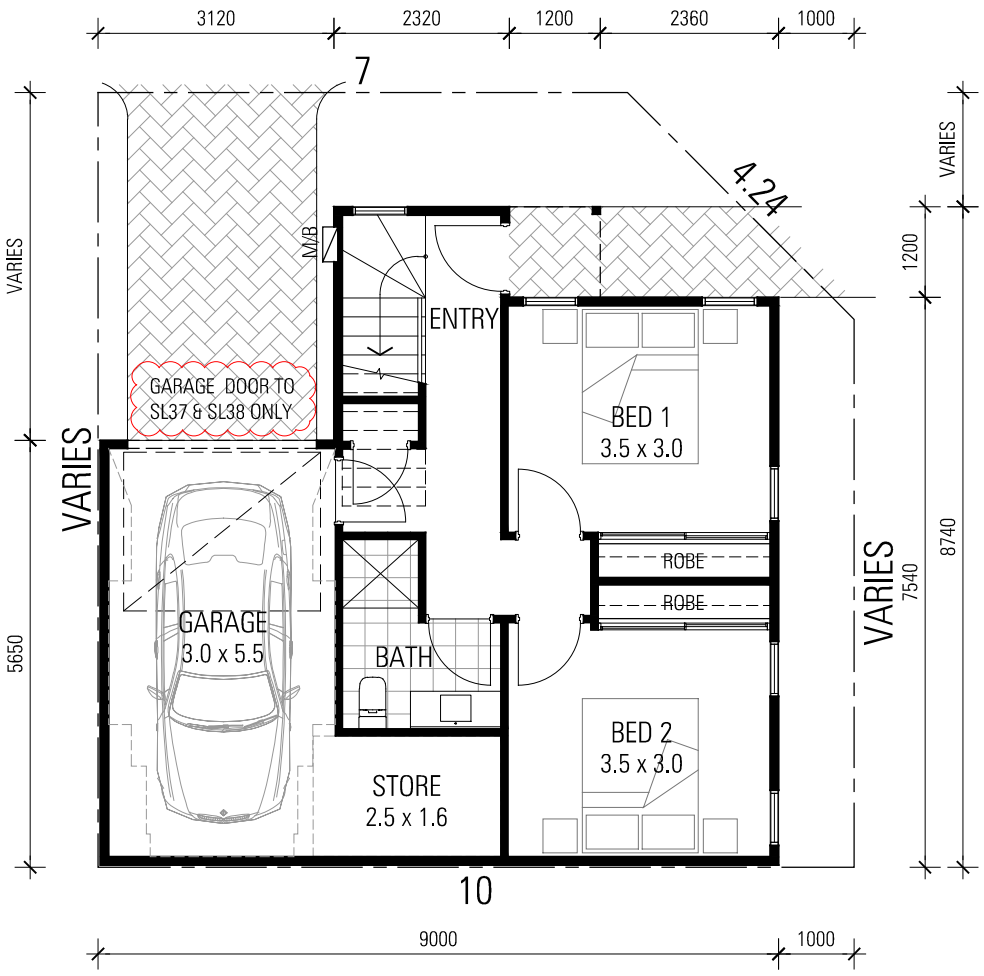
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DATE	24.07.2017
REVISION	T4-SK2.01_E

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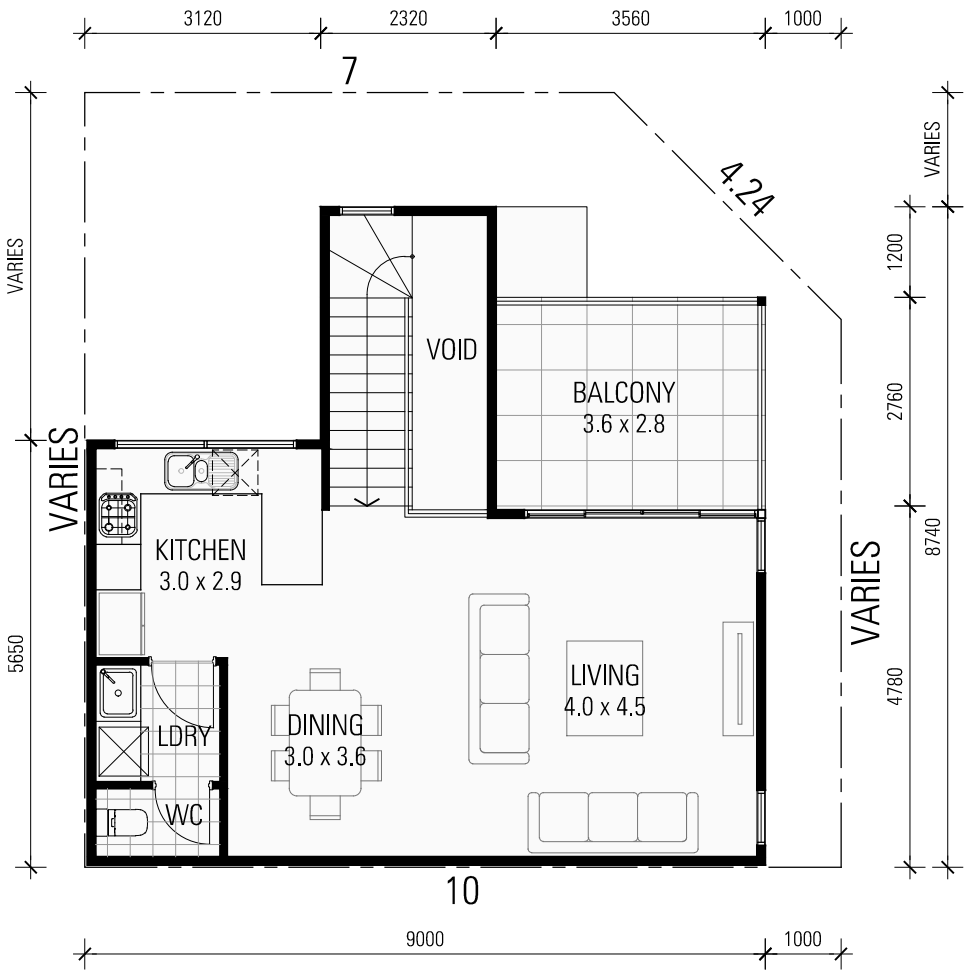
DEVELOPMENT
ASSESSMENT PANEL

APPROVED

08-Nov-2017



01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100

AREAS

Unit Type	A Floor Area (m²)				B Garage (m²)	C Store (m²)	D Balcony (m²)	A+B+C+D Built-up Area (m²)	Applicable Lot No.s
	Ground	1st Floor / Loft	2nd Floor	Total					
5 & mirrored	43	45.7		88.7	17.3	4.4	10	120.4	SL18 - SL21, SL35 - SL38, SL53, SL54

NICHELIVING ORELIA - TYPE 5 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

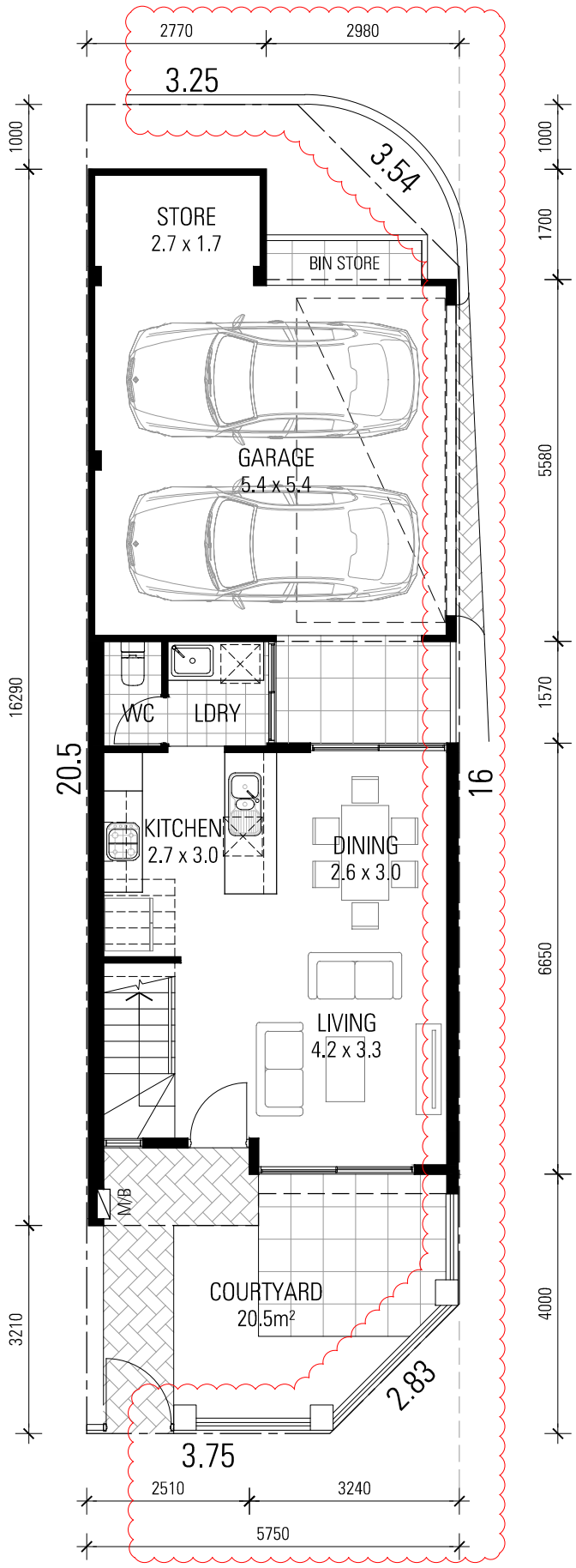
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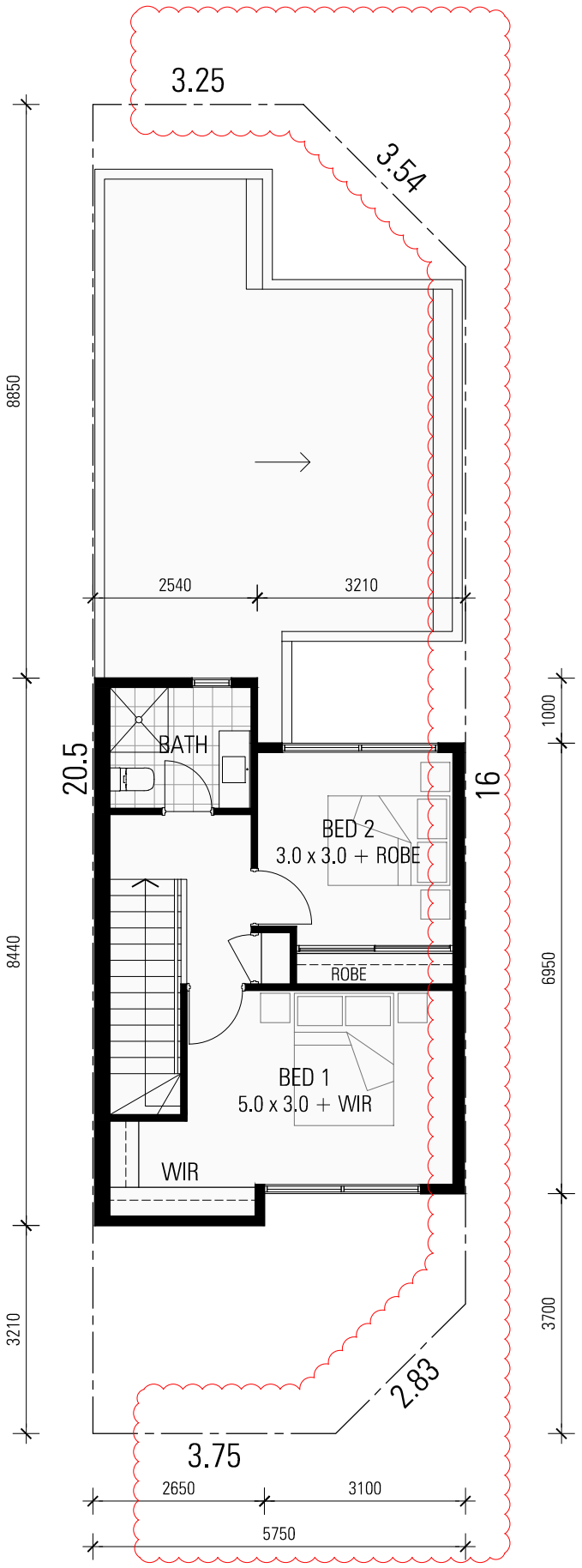
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01 **GROUND FLOOR**
SCALE 1:100

02 **FIRST FLOOR**
SCALE 1:100

DEVELOPMENT
ASSESSMENT PANEL

APPROVED

08-Nov-2017

AREAS

Unit Type	A Floor Area (m²)			B	C	D	A+B+C+D	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total	Garage (m²)	Store (m²)	Balcony (m²)	Built-up Area (m²)	
6	41.6	38.6	80.2	30.6	4.9		115.7	SL28

NICHELIVING ORELIA - TYPE 6 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

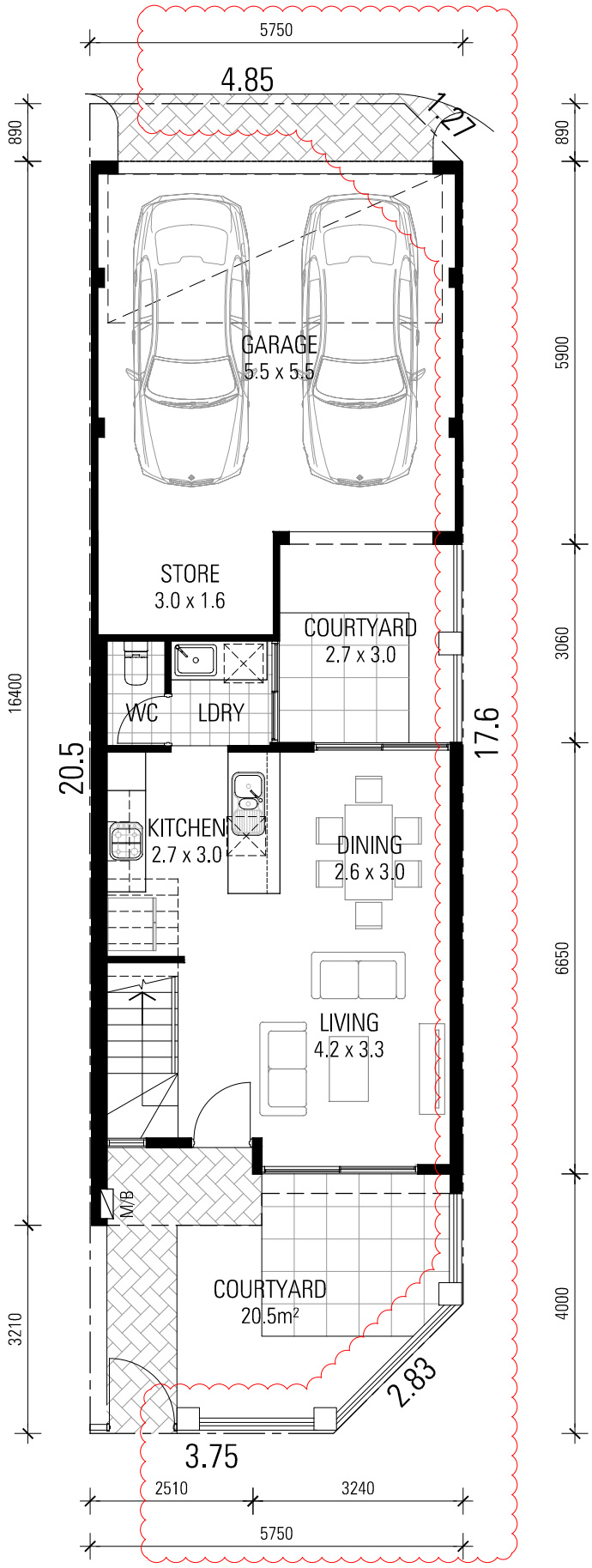
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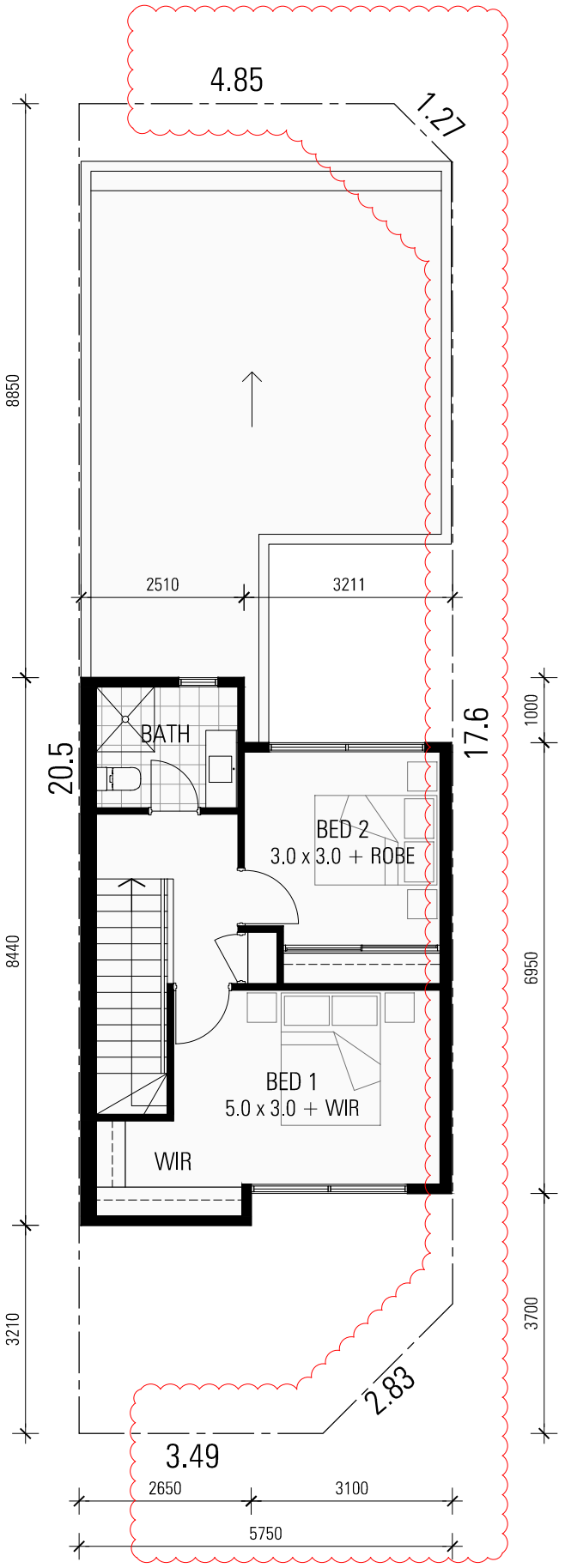
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DATE 19.09.2017
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01 **GROUND FLOOR**
SCALE 1:100

02 **FIRST FLOOR**
SCALE 1:100

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

AREAS

Unit Type	A Floor Area (m²)			B	C	D	A+B+C+D	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total	Garage (m²)	Store (m²)	Balcony (m²)	Built-up Area (m²)	
6A	41.6	38.6	80.2	37.7	4.6		122.5	SL12

NICHELIVING ORELIA - TYPE 6A FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

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PROJECT NO. 2093
DATE 19.09.2017
REVISION T6A-SK2.01_F

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017



BIN PAD PLAN

SCALE 1:300 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

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RUBBISH TRUCK 10.0m - 10.5m RADIUS TURNING MOVEMENT - ENTRY FROM BERTHOLD STREET

SCALE 1:250

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

DIAL BEFORE YOU DIG www.1100.com.au

REV	DATE	ISSUE DESCRIPTION	DRAWN	DESIGN	CHECK
D	28/09/17	TURNING CIRCLE MOVEMENT ADJUSTED TO SUIT NEW LAYOUT	RB	STT	GH
C	27/09/17	TURNING CIRCLE MOVEMENT ADJUSTED	RB	STT	GH
B	28/08/17	TURNING CIRCLE MOVEMENT ADJUSTED TO SUIT WITH NEW BIN PAD	RB	STT	GH
A	16/08/17	PRELIMINARY ISSUE	RB	STT	GH

STATUS

PRELIMINARY

NOT FOR CONSTRUCTION

SCALE

0 2 4 6 8 10

SCALE 1:250 @ A1

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BRISBANE BUNBURY CANBERRA NEW ZEALAND MELBOURNE
PERTH ROCKHAMPTON SINGAPORE SUNSHINE COAST SYDNEY

PROJECT

PROPOSED STRATA DEVELOPMENT

LOT 503 GILMORE AVENUE,
ORELIA, WA

DRAWING TITLE

TRUCK TURNING MOVEMENT - BERTHOLD STREET ENTRY

PROJECT No.	DRAWING No.	REVISION
16-003121	SK0014	D



RUBBISH TRUCK 10.0m - 10.5m RADIUS TURNING MOVEMENT - ENTRY FROM HANDFORD PLACE

SCALE 1:250

DEVELOPMENT ASSESSMENT PANEL

APPROVED

08-Nov-2017

DIAL BEFORE YOU DIG www.1100.com.au

REV	DATE	ISSUE DESCRIPTION	DRAWN	DESIGN	CHECK
D	28/09/17	TURNING CIRCLE MOVEMENT ADJUSTED TO SUIT NEW LAYOUT	RB	STT	GH
C	27/09/17	TURNING CIRCLE MOVEMENT ADJUSTED	RB	STT	GH
B	28/08/17	TURNING CIRCLE MOVEMENT ADJUSTED TO SUIT WITH NEW BIN PAD	RB	STT	GH
A	16/08/17	PRELIMINARY ISSUE	RB	STT	GH

STATUS

PRELIMINARY

NOT FOR CONSTRUCTION

SCALE

0 2 4 6 8 10

SCALE 1:250 @ A1

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PROJECT

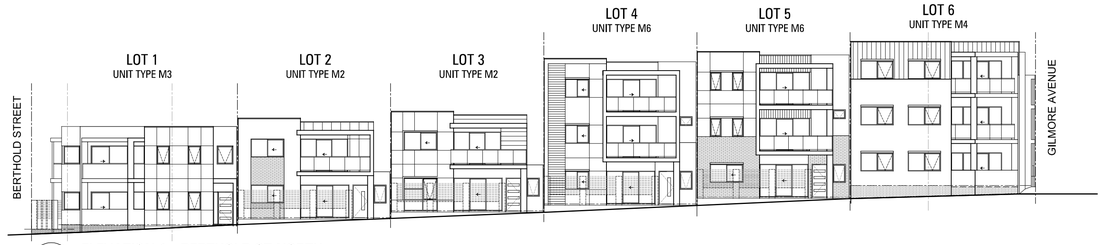
PROPOSED STRATA DEVELOPMENT

LOT 503 GILMORE AVENUE,
ORELIA, WA

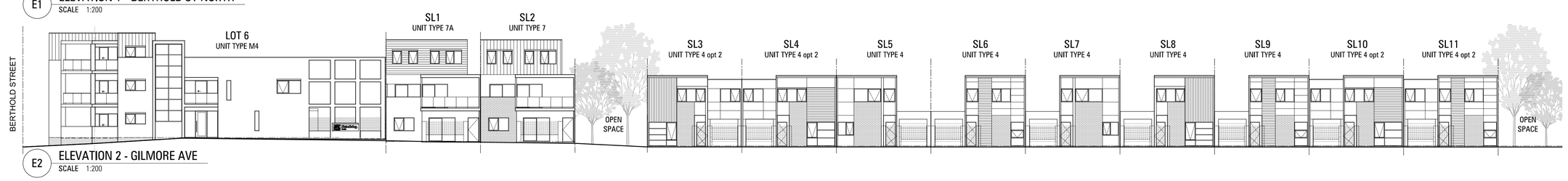
DRAWING TITLE

TRUCK TURNING MOVEMENTS - HANDFORD PLACE ENTRY

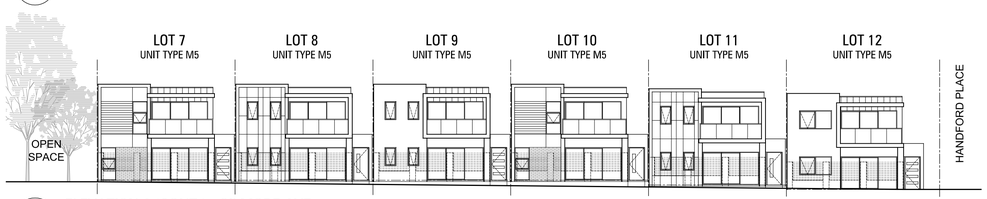
PROJECT No.	DRAWING No.	REVISION
16-003121	SK0015	D



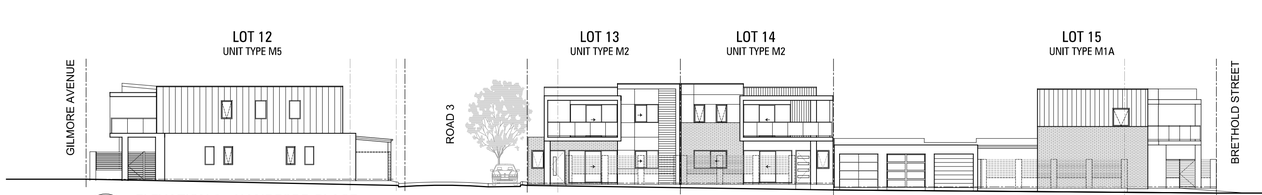
E1 ELEVATION 1 - BERTHOLD ST NORTH
SCALE 1:200



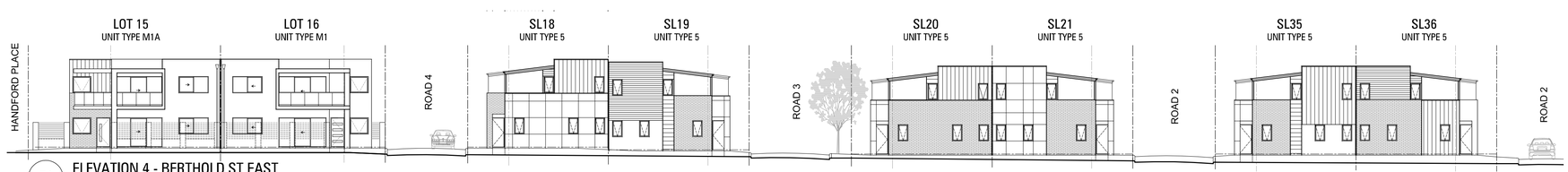
E2 ELEVATION 2 - GILMORE AVE
SCALE 1:200



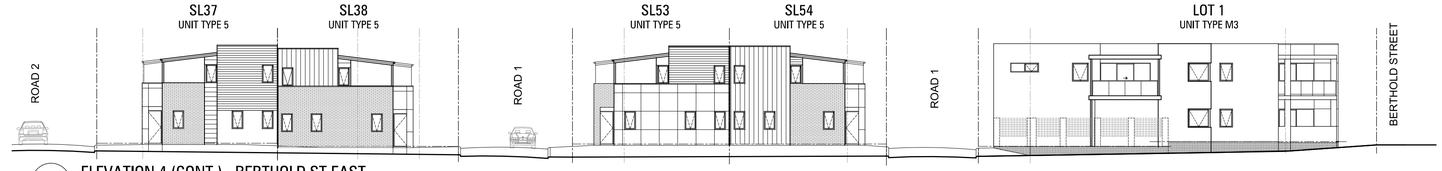
E2 ELEVATION 2 (CONT.) - GILMORE AVE
SCALE 1:200



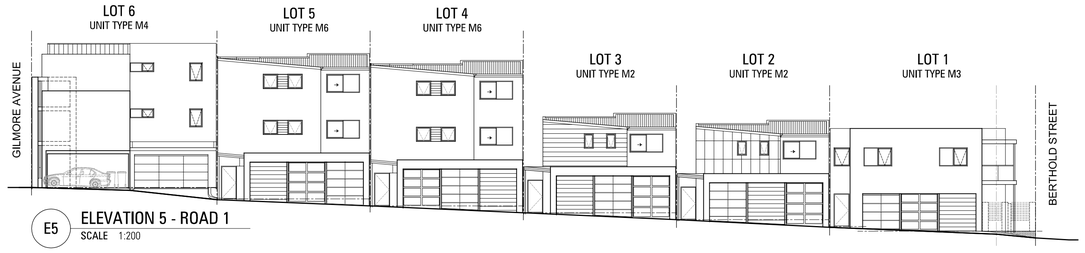
E3 ELEVATION 3 - HANDFORD PLACE
SCALE 1:200



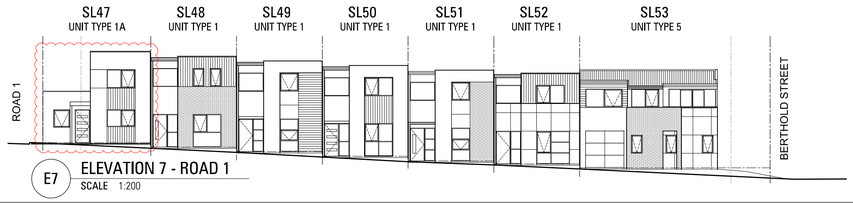
E4 ELEVATION 4 - BERTHOLD ST EAST
SCALE 1:200



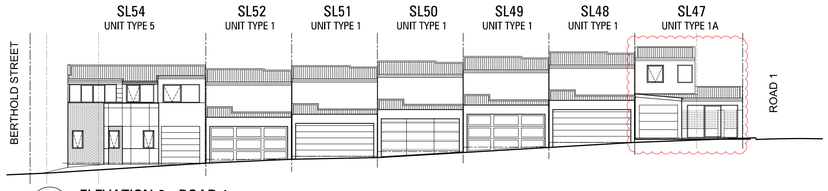
E4 ELEVATION 4 (CONT.) - BERTHOLD ST EAST
SCALE 1:200



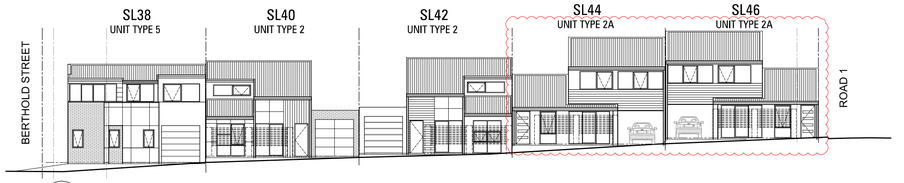
E5 ELEVATION 5 - ROAD 1
SCALE 1:200



E7 ELEVATION 7 - ROAD 1
SCALE 1:200



E6 ELEVATION 6 - ROAD 1
SCALE 1:200



E8 ELEVATION 8 - ROAD 1
SCALE 1:200

DEVELOPMENT ASSESSMENT PANEL
APPROVED
08-Nov-2017

NICHELIVING - ORELIA
LOT 503 - GILMORE AVE, ORELIA WA

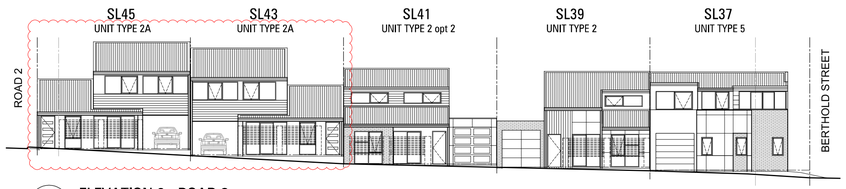
DA SUBMISSION

Nicheliving

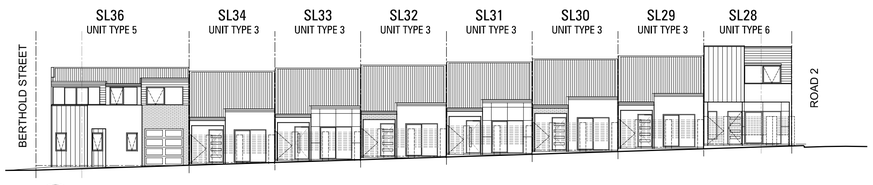
ZMH ZUIDEVELD MARCHANT HUR
ARCHITECTURE PLANNING INTERIOR DESIGN
94 Fitzgerald Street Northbridge Western Australia 6003 T 61 8 9227 0900 F 61 8 9227 0900

PROJECT NO.	2093
DATE	19.09.2017
REVISION	SK1.05_H

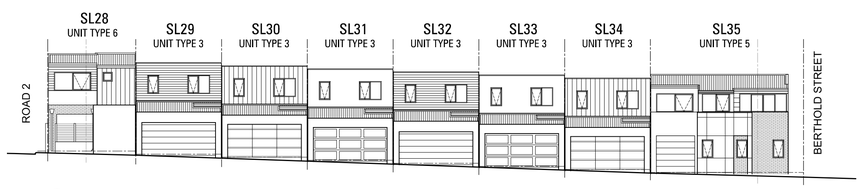
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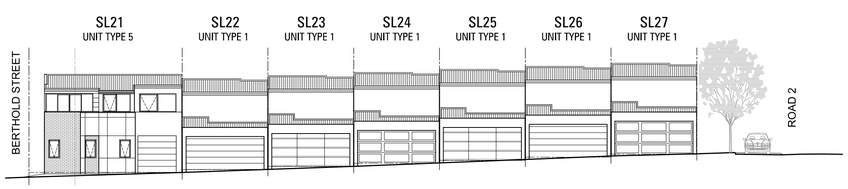
E9 ELEVATION 9 - ROAD 2
SCALE 1:200



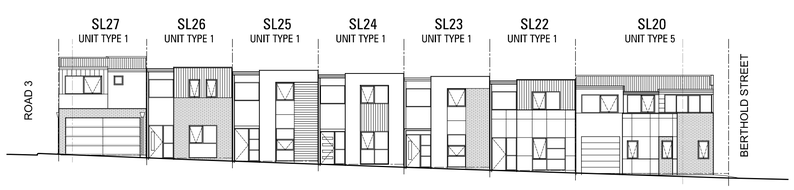
E10 ELEVATION 10 - ROAD 2
SCALE 1:200



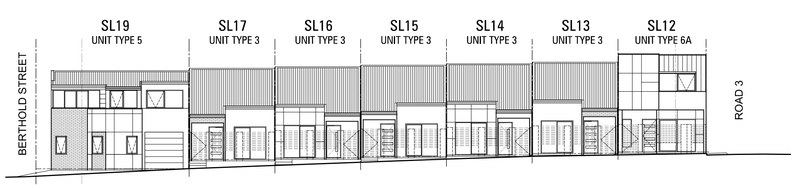
E11 ELEVATION 11 - ROAD 2
SCALE 1:200



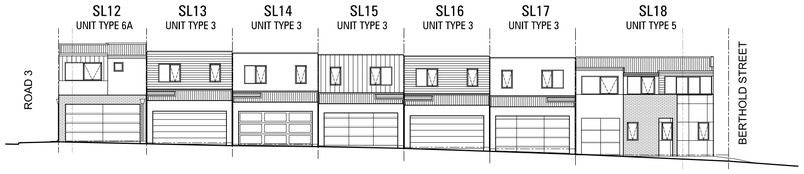
E12 ELEVATION 12 - ROAD 2
SCALE 1:200



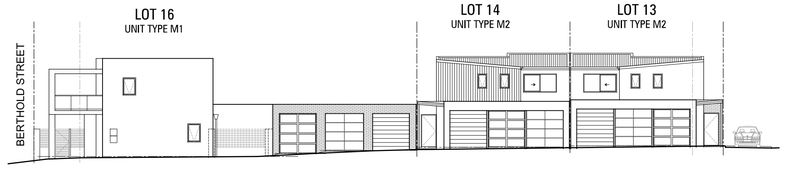
E13 ELEVATION 13 - ROAD 3
SCALE 1:200



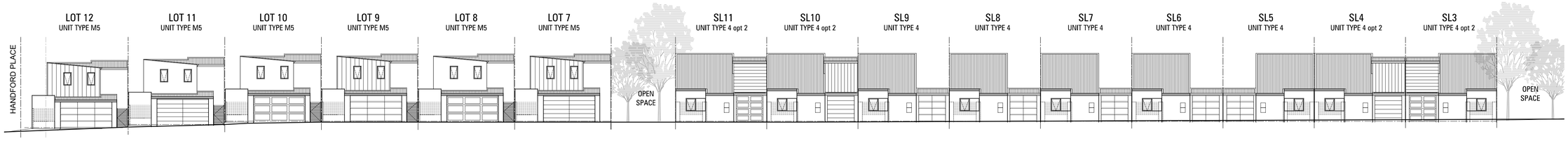
E14 ELEVATION 14 - ROAD 3
SCALE 1:200



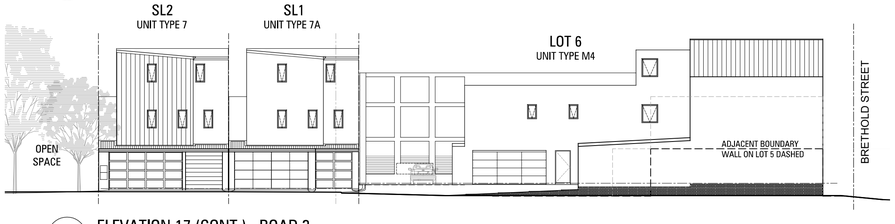
E15 ELEVATION 15 - ROAD 4
SCALE 1:200



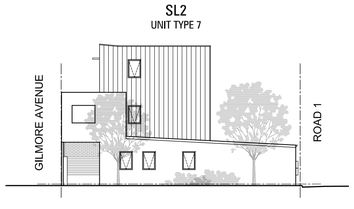
E16 ELEVATION 16 - ROAD 4
SCALE 1:200



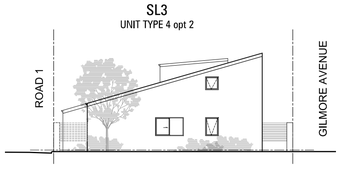
E17 ELEVATION 17 - ROAD 1 & 2
SCALE 1:200



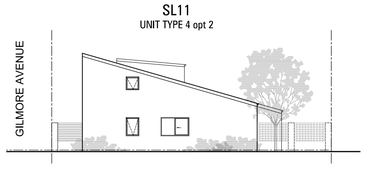
E17 ELEVATION 17 (CONT.) - ROAD 3
SCALE 1:200



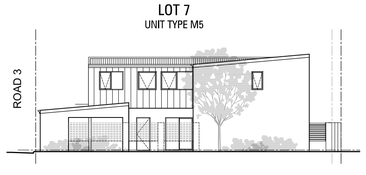
E18 ELEVATION 18 - OPEN SPACE
SCALE 1:200



E19 ELEVATION 19 - OPEN SPACE
SCALE 1:200



E20 ELEVATION 20 - OPEN SPACE
SCALE 1:200



E21 ELEVATION 21 - OPEN SPACE
SCALE 1:200

DEVELOPMENT ASSESSMENT PANEL
APPROVED
08-Nov-2017

NICHELIVING - ORELIA
LOT 503 - GILMORE AVE, ORELIA WA

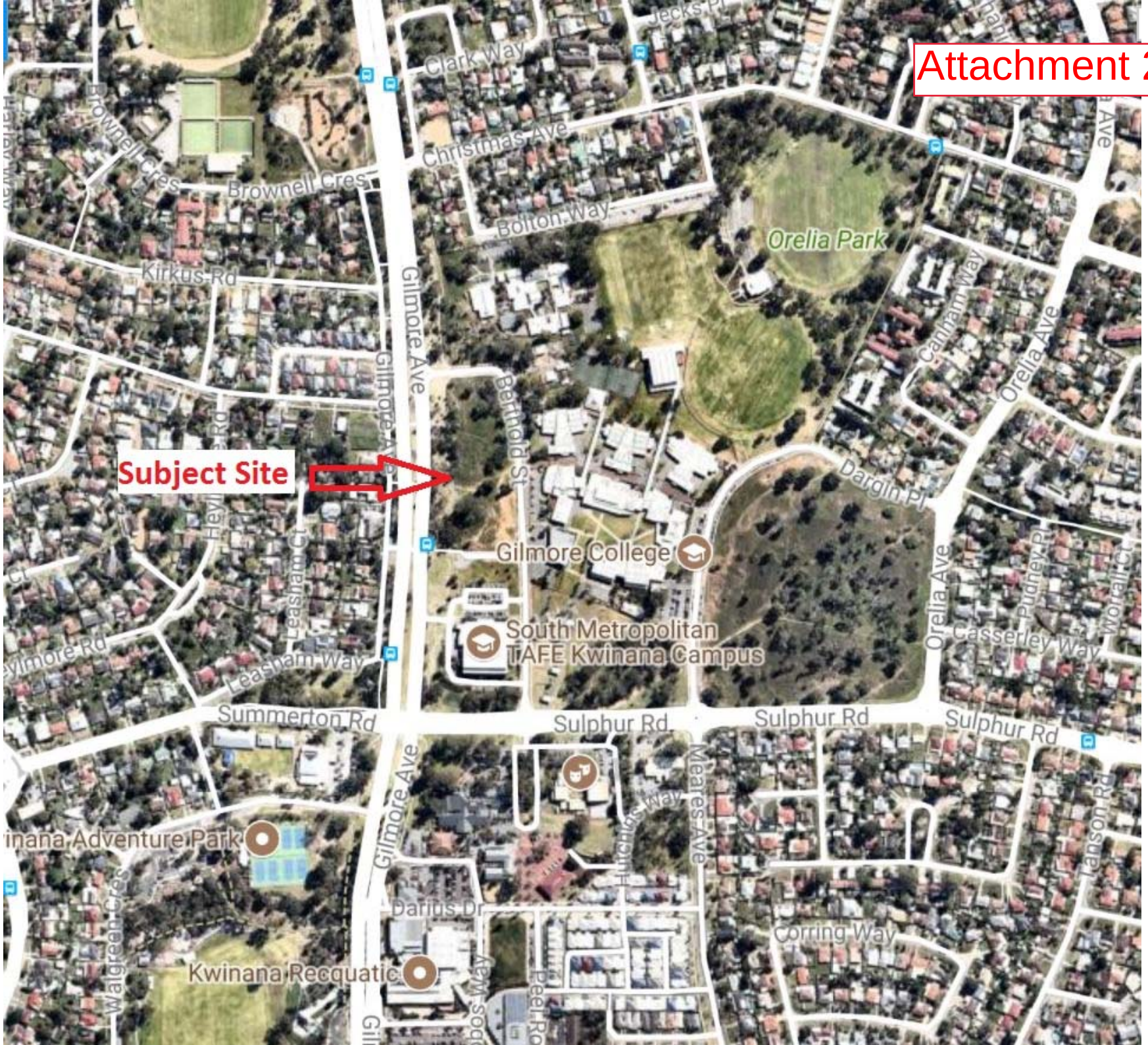
DA SUBMISSION

Nicheliving

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Attachment 2
Subject Site
Clark Way
Christmas Ave
Brownell Cres
Bolton Way
Orelia Park
Kirkus Rd
Gilmore Ave
Berthold St
Camham Way
Orelia Ave
Dargin Pl
Gilmore College
South Metropolitan
TAFE Kwinana Campus
Leasham Way
Summerton Rd
Sulphur Rd
Casserley Way
Pudney Pl
Maares Ave
Darius Dr
Corring Way
Kwinana Recquatic
Walgreen Cres

Attachment 3



SITE PLAN

SCALE 1:300 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

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Attachment 4



GROUND FLOOR PLAN

SCALE 1:250 @ A1

N

0 1 2 3 5 10 15 20 30

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

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Attachment 5

BERTHOLD STREET

GILMORE AVENUE

HANDFORD PLACE

ROAD 1

ROAD 2

ROAD 3

ROAD 4

LOT 1 TYPE M3
LOT 2 TYPE M2
LOT 3 TYPE M2
LOT 4 TYPE M6
LOT 5 TYPE M6
LOT 6 TYPE M4
LOT 17 TYPE M7A
LOT 18 TYPE M7
LOT 801 TYPE M5
LOT 802 TYPE M5
LOT 803 TYPE M5
LOT 804 TYPE M5
LOT 805 TYPE M5
LOT 806 TYPE M5a

SL1 TYPE 4
SL2 TYPE 4
SL3 TYPE 4
SL4 TYPE 4
SL5 TYPE 4
SL6 TYPE 4
SL7 TYPE 4
SL8 TYPE 4
SL9 TYPE 4
SL10 TYPE 4
SL11 TYPE 4
SL12 TYPE 6A
SL13 TYPE 1
SL14 TYPE 1
SL15 TYPE 1
SL16 TYPE 1
SL17 TYPE 1
SL18 TYPE 5
SL19 TYPE 5
SL20 TYPE 5
SL21 TYPE 5
SL22 TYPE 1
SL23 TYPE 1
SL24 TYPE 1
SL25 TYPE 1
SL26 TYPE 1
SL27 TYPE 1
SL28 TYPE 6
SL29 TYPE 1
SL30 TYPE 1
SL31 TYPE 1
SL32 TYPE 1
SL33 TYPE 1
SL34 TYPE 1
SL35 TYPE 5
SL36 TYPE 5
SL37 TYPE 5
SL38 TYPE 5
SL39 TYPE 2
SL40 TYPE 2
SL41 TYPE 2
SL42 TYPE 2
SL43 TYPE 2A
SL44 TYPE 2A
SL45 TYPE 2A
SL46 TYPE 2A
SL47 TYPE 1A
SL48 TYPE 1
SL49 TYPE 1
SL50 TYPE 1
SL51 TYPE 1
SL52 TYPE 1
SL53 TYPE 5
SL54 TYPE 5

SA 1 TYPE 10A
SA 2 TYPE 9
SA 3 TYPE 9
SA 4 TYPE 10
SA 5 TYPE 10
SA 6 TYPE 9
SA 7 TYPE 8
SA 8 TYPE 7

61.491
125.922
132.925
54.579
67.796
49.376
9.056
8.485
8.615

1.0m POST & WIRE FENCE
NO FENCE
CONC. FOOT PATH
CONCRETE FOOT PATH
CONCRETE FOOTPATH
CONC. CONC. FOOT PATH RAMP
CONC. CONCRETE FOOT PATH RAMP
MOUNTABLE KERB
SEMI MOUNTABLE KERB
CONCRETE FOOT PATH
CENTRE LINE OF ROAD
LOT BDY
2x EXPOSED PVC PIPES
DALRYMPLE DRIVE PRESSURE MAIN LINE
UNDEFINED MANHOLE
VISITOR BAYS
BUS SHUTTER
BUS STOP
LITTER BIN
Open Space
GRASS
TREE HT 8m
TREE HT 10m
TREE HT 12m
TREE HT 15m
2x TREES HT 10m
TREE HT 2m
TREE HT 5m
TREE HT 7m
VEGETATED TRAFFIC ISLAND
ONE WAY

1m x 1m POWER PILLAR EXCLUSION ZONE SHOWN DASHED TO LOT NO.'S 802, 804 & 806 ONLY, REFER TO ENG.'S DWG FOR DETAILS

N

0 1 2 3 5 10 15 20 30

GROUND FLOOR PLAN

SCALE 1:250 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

Nicheliving

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Attachment 6

BERTHOLD STREET

HANDFORD PLACE

GILMORE AVENUE



FIRST FLOOR PLAN

SCALE 1:250 @ A1

SECOND FLOOR PLAN (LOT 4,5,6,17&18)

SCALE 1:250 @ A1

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

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DATE 20.11.2018

REVISION SK1.04_Q

Attachment 7

BERTHOLD STREET

HANDFORD PLACE

GILMORE AVENUE

ROAD 1

ROAD 2

ROAD 3

ROAD 4

LOT BDY

Open Space

FIRST FLOOR PLAN

SCALE 1:250 @ A1

SECOND FLOOR PLAN (LOT 4,5,6,17&18)

SCALE 1:250 @ A1

N

0 1 2 3 5 10 15 20 30

NICHELIVING - ORELIA

LOT 503 - GILMORE AVE, ORELIA WA

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ARCHITECTURE PLANNING INTERIOR DESIGN

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DATE	20.11.2018
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Attachment 8



E1 ELEVATION 1 - BERTHOLD ST NORTH
SCALE 1:200



E2 ELEVATION 2 - GILMORE AVE
SCALE 1:200



E2 ELEVATION 2 (CONT.) - GILMORE AVE
SCALE 1:200



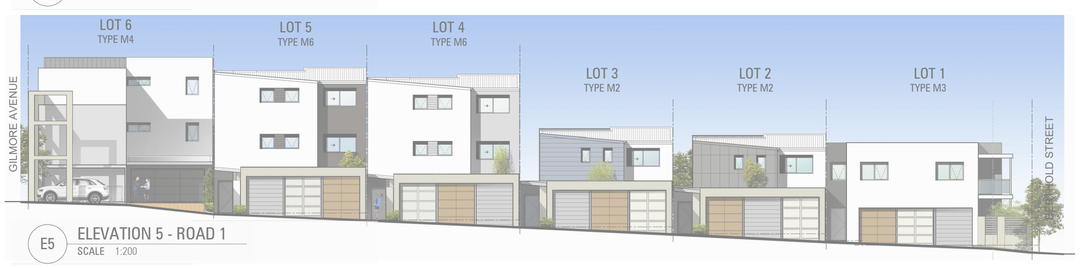
E3 ELEVATION 3 - HANDFORD PLACE
SCALE 1:200



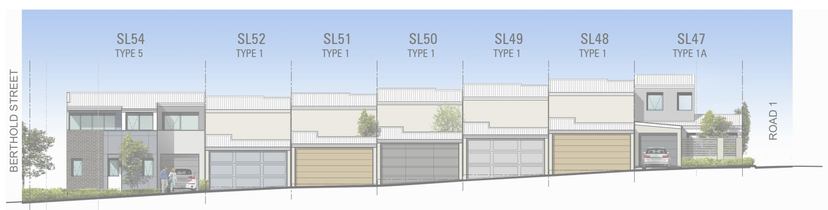
E4 ELEVATION 4 - BERTHOLD ST EAST
SCALE 1:200



E4 ELEVATION 4 (CONT.) - BERTHOLD ST EAST
SCALE 1:200



E5 ELEVATION 5 - ROAD 1
SCALE 1:200



E6 ELEVATION 6 - ROAD 1
SCALE 1:200



E7 ELEVATION 7 - ROAD 1
SCALE 1:200



E8 ELEVATION 8 - ROAD 1
SCALE 1:200

NICHELIVING - ORELIA
LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

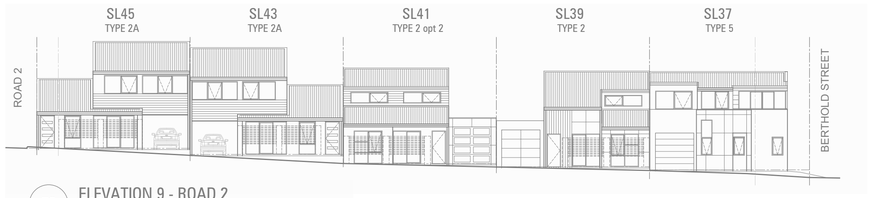
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Attachment 9



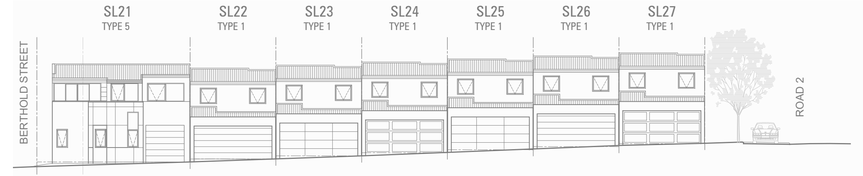
E9 ELEVATION 9 - ROAD 2
SCALE 1:200



E10 ELEVATION 10 - ROAD 2
SCALE 1:200



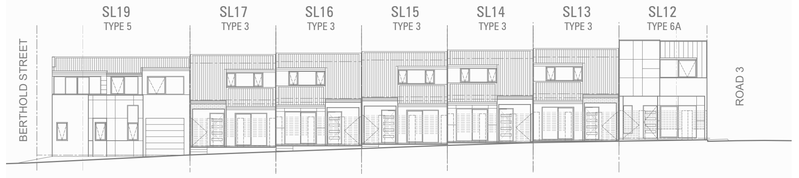
E11 ELEVATION 11 - ROAD 2
SCALE 1:200



E12 ELEVATION 12 - ROAD 2
SCALE 1:200



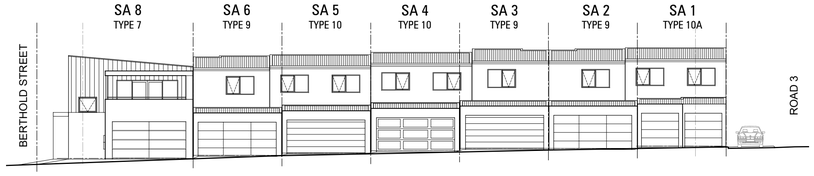
E13 ELEVATION 13 - ROAD 3
SCALE 1:200



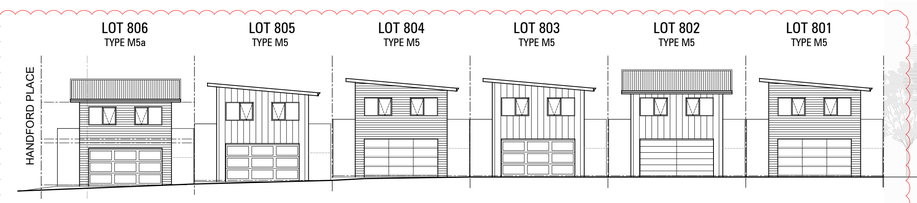
E14 ELEVATION 14 - ROAD 3
SCALE 1:200



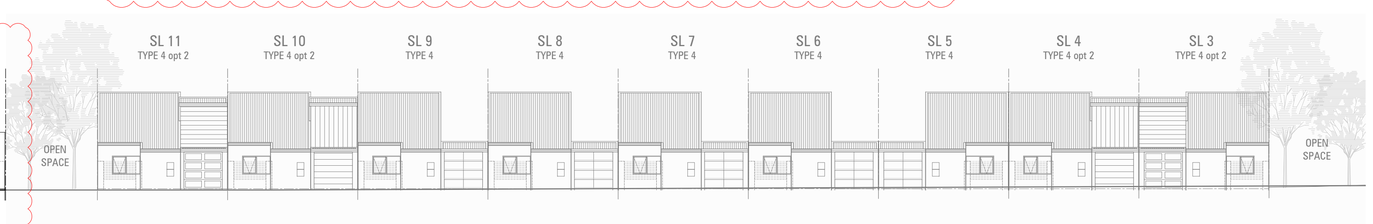
E15 ELEVATION 15 - ROAD 4
SCALE 1:200



E16 ELEVATION 16 - ROAD 4
SCALE 1:200

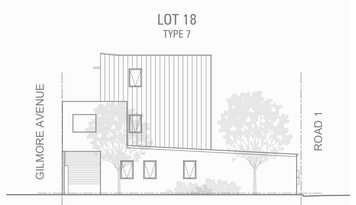


E17 ELEVATION 17 - ROAD 1 & 2
SCALE 1:200

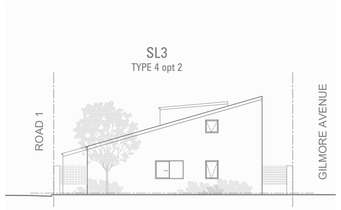




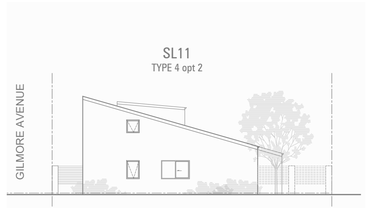
E17 ELEVATION 17 (CONT.) - ROAD 3
SCALE 1:200



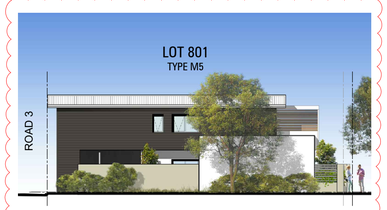
E18 ELEVATION 18 - OPEN SPACE
SCALE 1:200



E19 ELEVATION 19 - OPEN SPACE
SCALE 1:200



E20 ELEVATION 20 - OPEN SPACE
SCALE 1:200



E21 ELEVATION 21 - OPEN SPACE
SCALE 1:200

NICHELIVING - ORELIA
LOT 503 - GILMORE AVE, ORELIA WA

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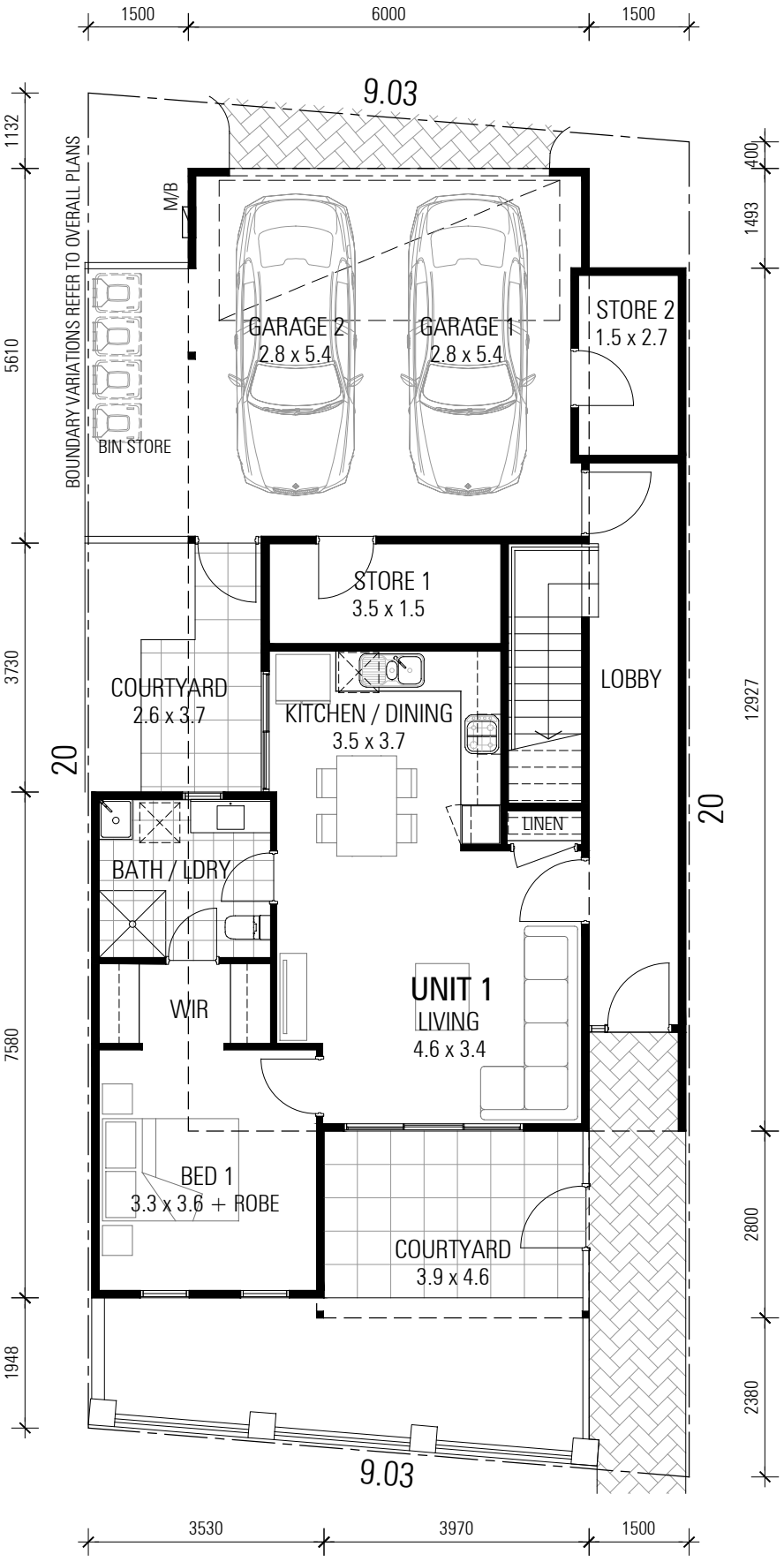
Nicheliving

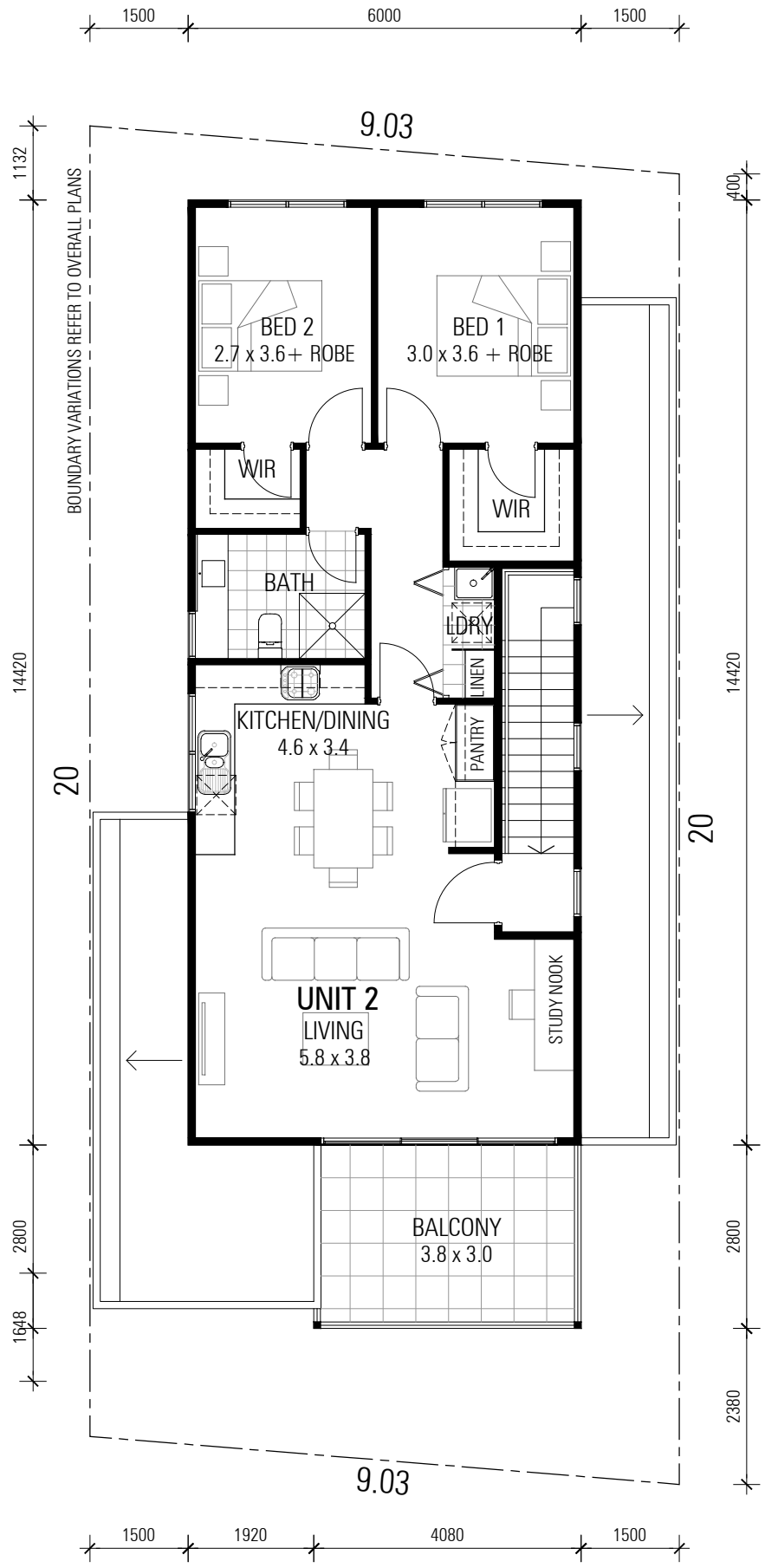
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Attachment 10





01 ***GROUND FLOOR***
SCALE 1:100

02 ***FIRST FLOOR***
SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m^2)	Areas per Sub-Unit (m^2)					G Garage (m^2)	H Lobby/Stairs (m^2)		A+D+F+G+H Built-up Area (m^2)	Applicable Lot No.'s
			B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store					
M5	1	134.4	54.6	50.8		33.4	5.2	33.02	17.5	19	207.14	801 - 805
	2		79.8	75.1	11.42		4.1		1.5			

NICHELIVING ORELIA - TYPE M5 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

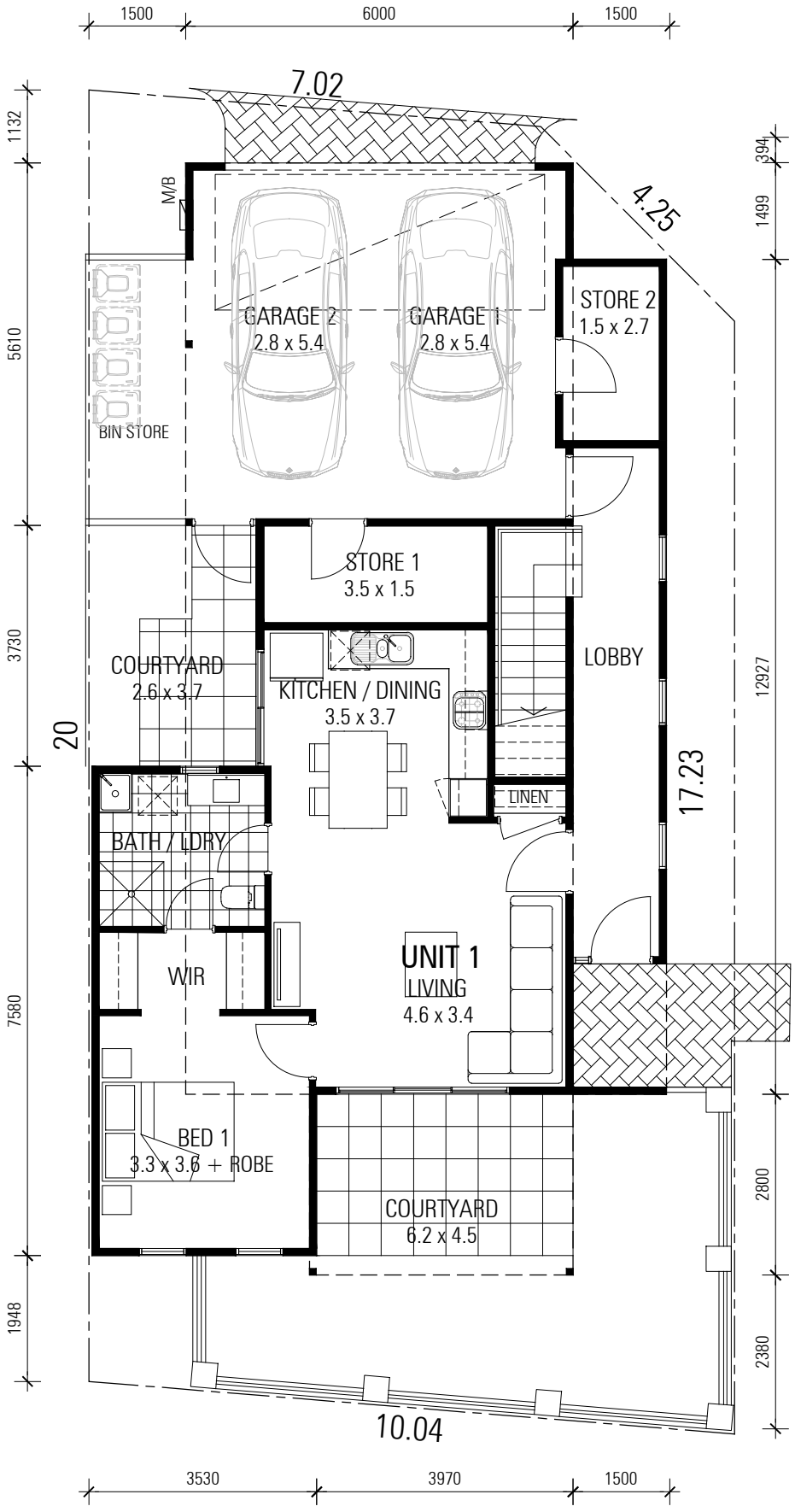
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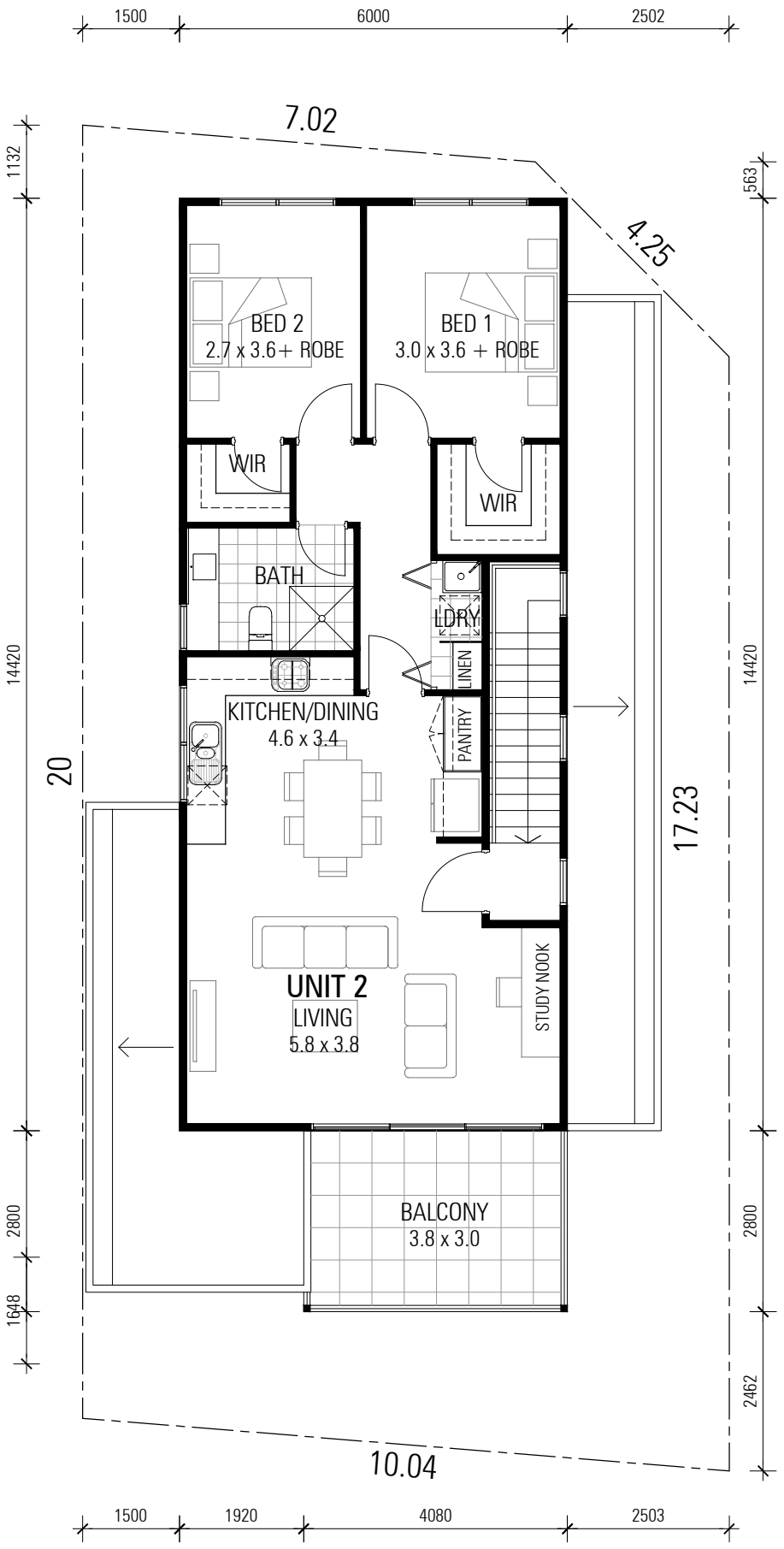
PROJECT NO. 2093
DATE 09.11.2018
REVISION TM5-SK2.01_H

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Attachment 11



01 **GROUND FLOOR**
SCALE 1:100



02 **FIRST FLOOR**
SCALE 1:100

AREAS

Unit Type	Sub-unit No.	A Plot Ratio Area (m²)	Areas per Sub-Unit (m²) B Plot Ratio Area	C Internal / Strata	D Balcony	E Ctyd.	F Store	G Garage (m²)	H Lobby/Stairs (m²)		A+D+F+G+H Built-up Area (m²)	Applicable Lot No.'s
M5a	1	134.4	54.6	50.8		42	5.2	33.02	16.7	18.2	206.34	806
	2		79.8	75.1	11.42		4.1		1.5			

NICHELIVING ORELIA - TYPE M5a FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

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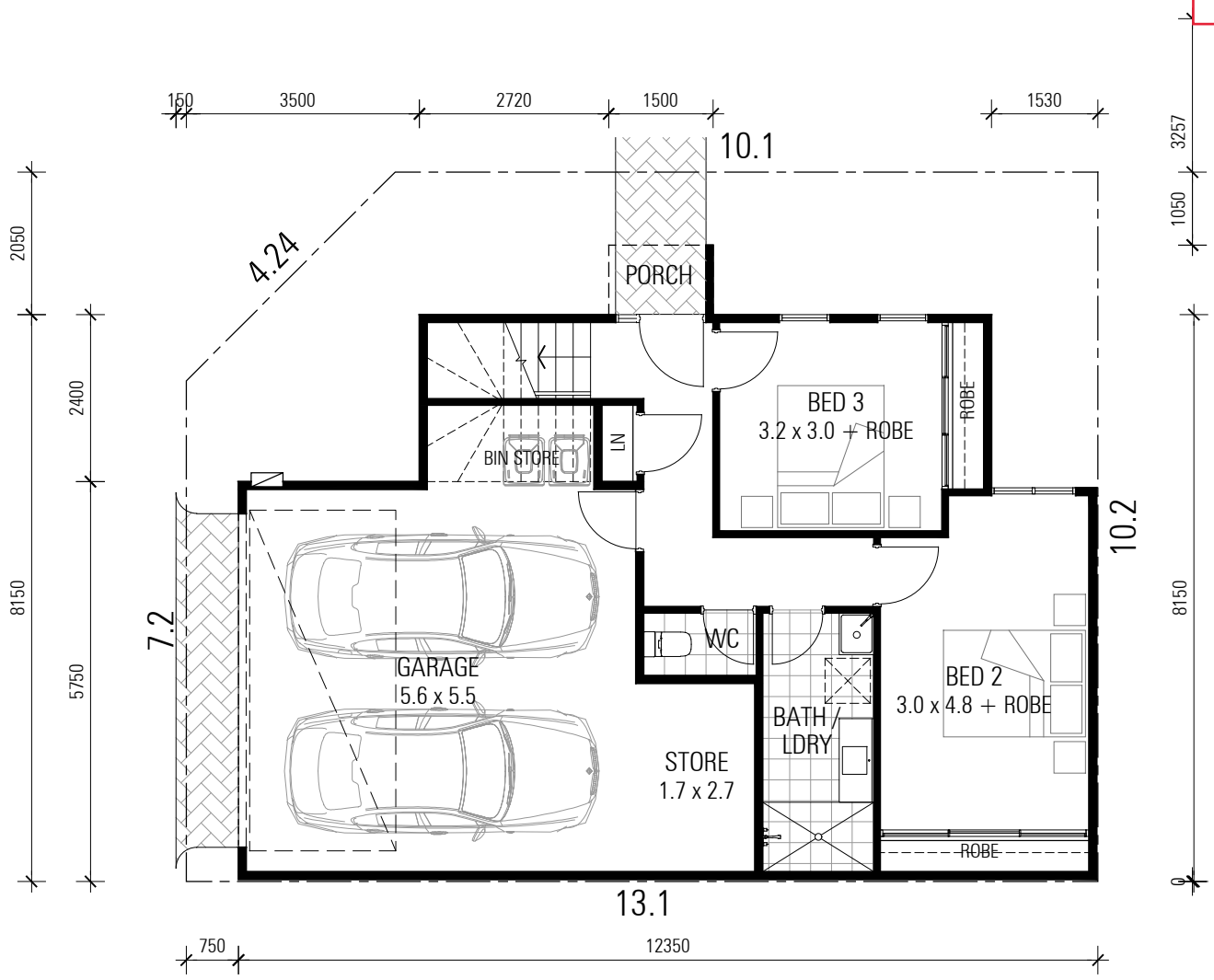
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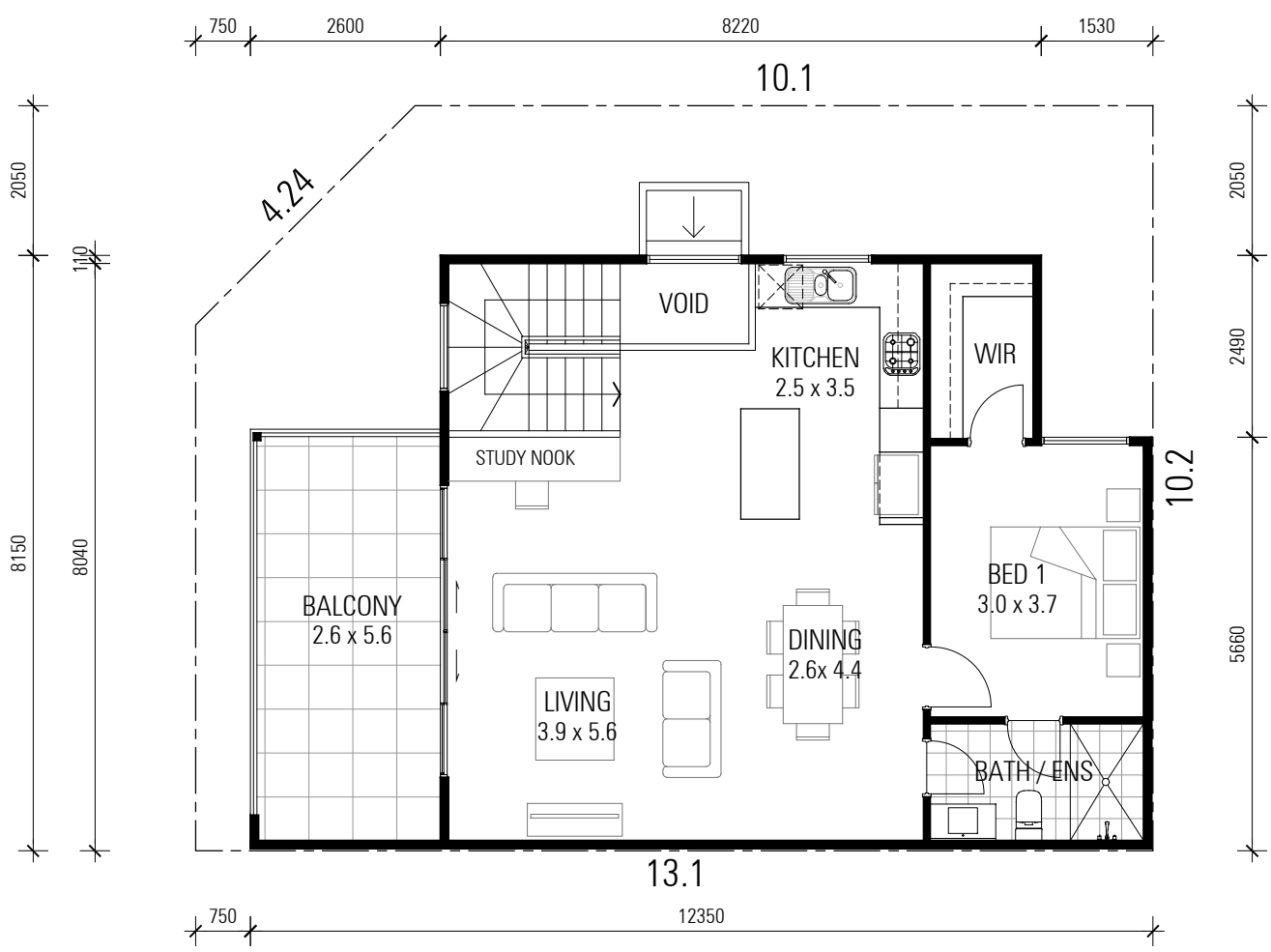
PROJECT NO.	2093
DATE	09.11.2018
REVISION	TM5A-SK2.01_A

Attachment 12



01 GROUND FLOOR

SCALE 1:100



02 FIRST FLOOR

SCALE 1:100

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	E Porch (m^2)	A+B+C+D+E Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total						
7	49.9	67.5	**117.4**	35.4	4.8	14.9	1.5	**174**	SA8

NICHELIVING ORELIA - TYPE 7 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

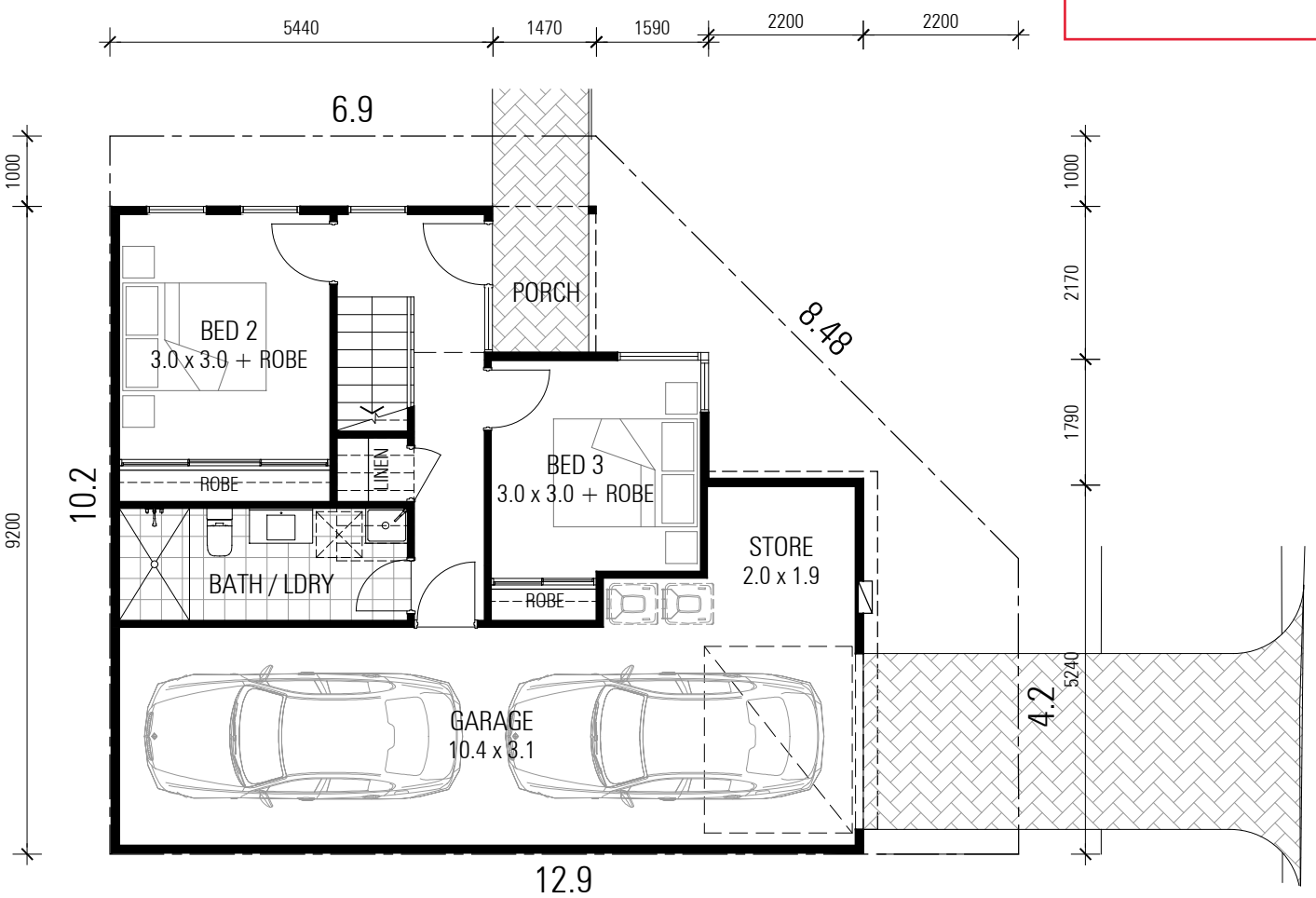
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PROJECT NO. 2093
DATE 05.10.2018
REVISION T7-SK2.01_B

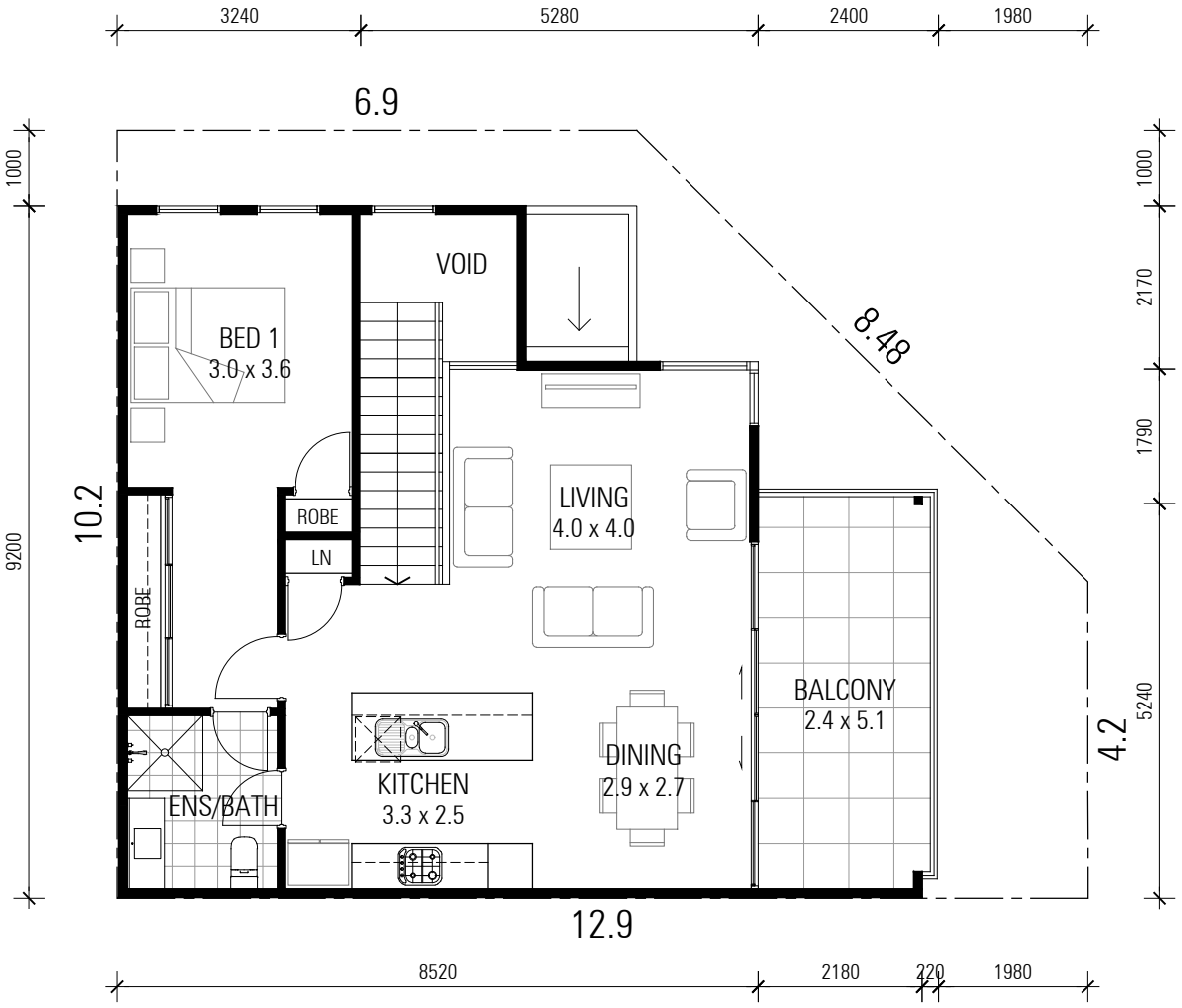
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Attachment 13



01 GROUND FLOOR

SCALE 1:100



02 FIRST FLOOR

SCALE 1:100

AREAS

Unit Type	A Floor Area (m²)			B Garage (m²)	C Store (m²)	D Balcony (m²)	E Porch (m²)	A+B+C+D+E Built-up Area (m²)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total						
8	44.3	63.4	107.7	34.4	4.4	12.9	3.2	162.6	SA7

NICHELIVING ORELIA - TYPE 8 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

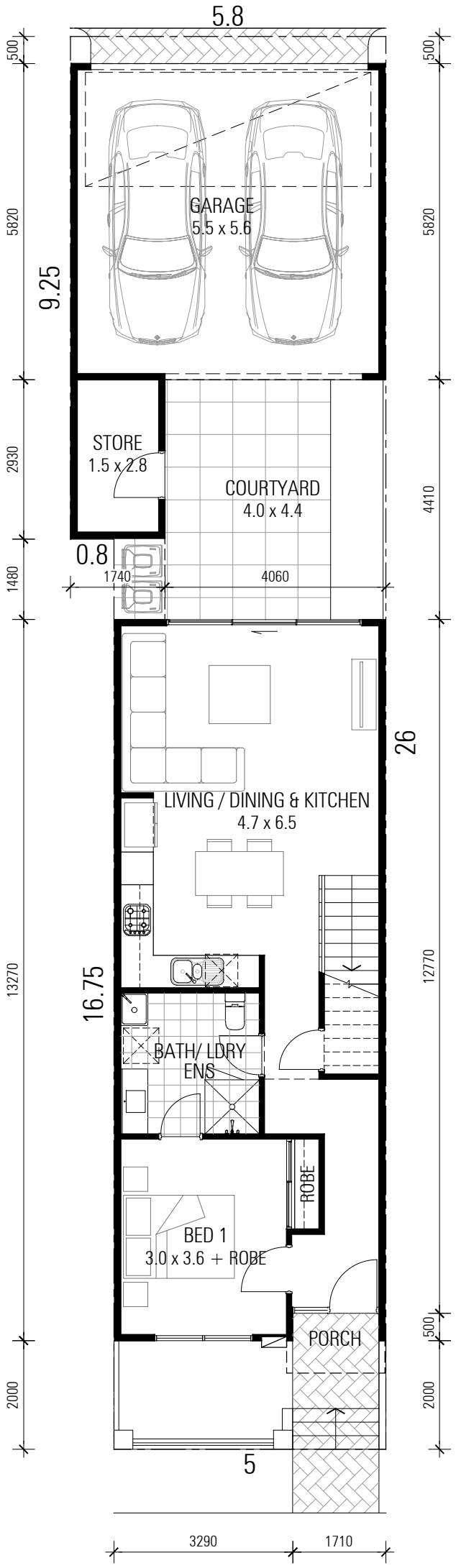
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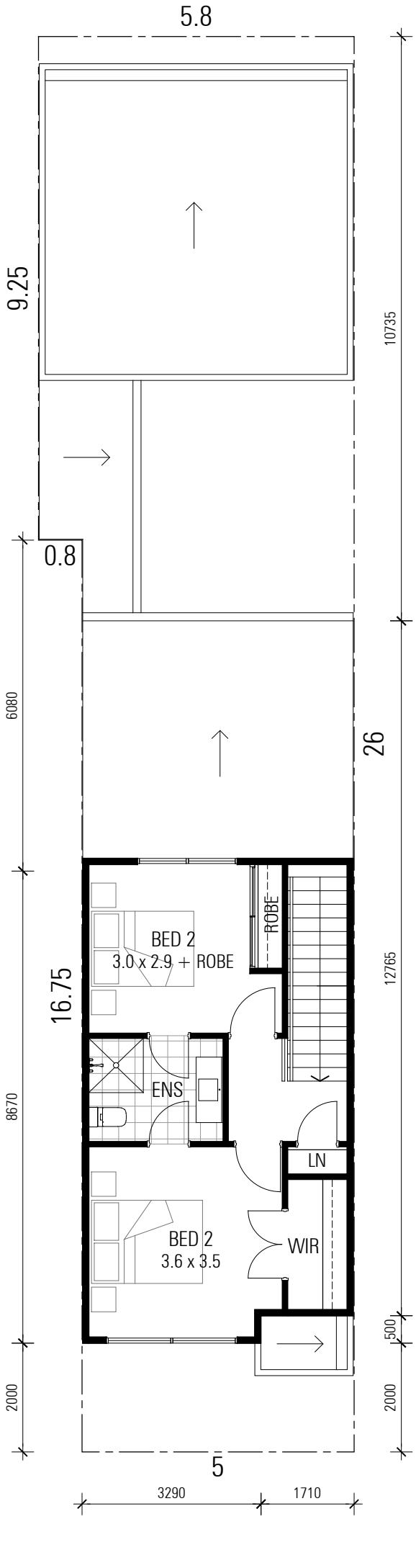
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PROJECT NO. 2093
DATE 05.10.2018
REVISION T8-SK2.01_B

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Attachment 14





01 GROUND FLOOR
SCALE 1:100

02 FIRST FLOOR
SCALE 1:100

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	E Porch (m^2)	A+B+C+D+E Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total						
9 & mirrored	65.1	38.4	**103.5**	33.6	5		1.9	**144**	SA6, SA2 Mirrored: SA3

NICHELIVING ORELIA - TYPE 9 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

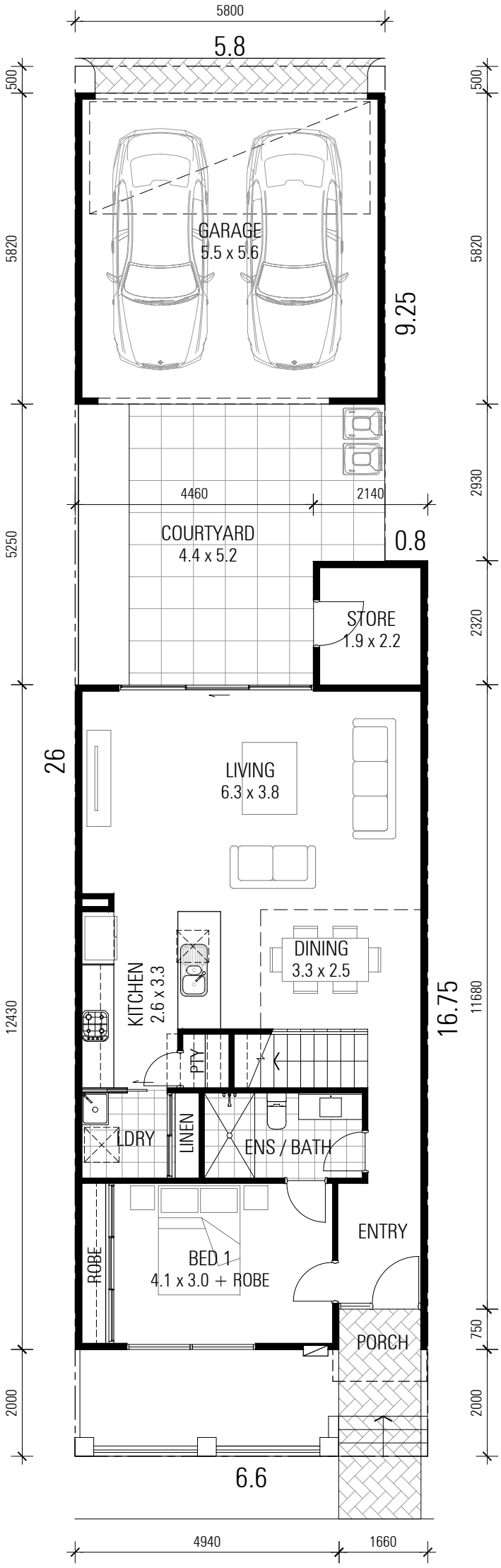
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ARCHITECTURE PLANNING INTERIOR DESIGN
64 Fitzgerald Street Northbridge Western Australia 6003 T 61 8 9227 0900 F 61 8 9227 0600

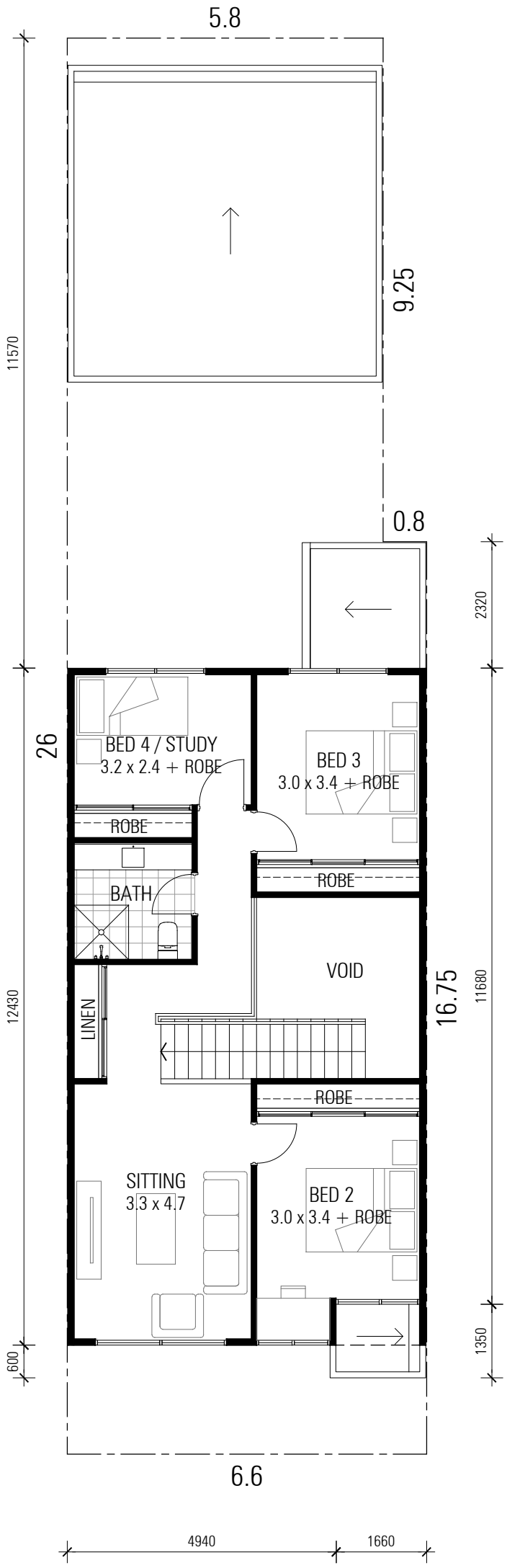
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PROJECT NO.	2093
DATE	05.10.2018
REVISION	T9-SK2.01_B

Attachment 15



01 GROUND FLOOR
SCALE 1:100



03 FIRST FLOOR
SCALE 1:100

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	E Porch (m^2)	A+B+C+D+E Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total						
10 & mirrored	80.4	68.7	**149.1**	33.6	4.9		2.3	**189.9**	SA5 Mirrored: SA4

NICHELIVING ORELIA - TYPE 10 FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

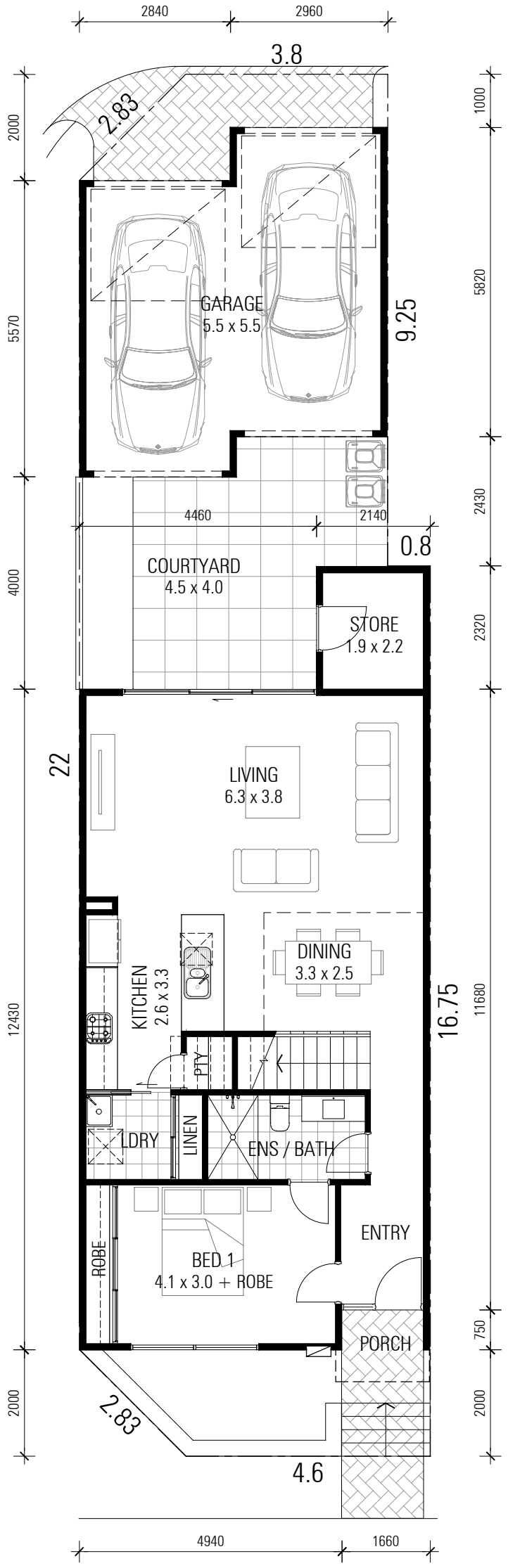
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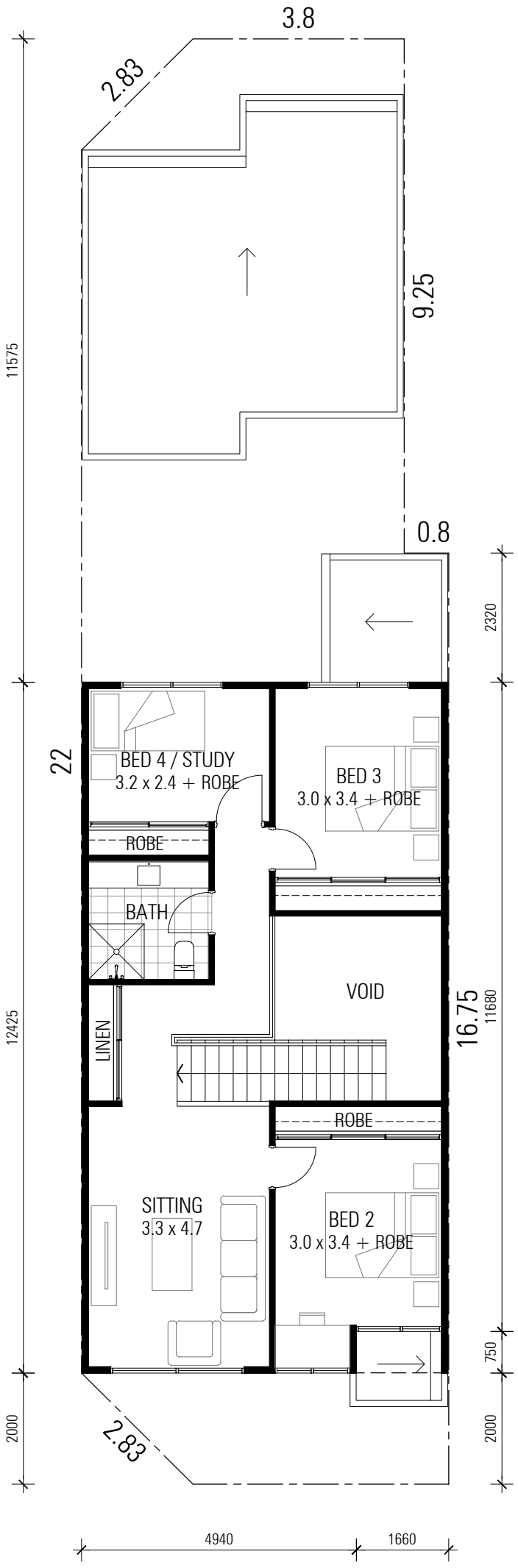
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Attachment 16





01 GROUND FLOOR

SCALE 1:100

02 FIRST FLOOR

SCALE 1:100

AREAS

Unit Type	A Floor Area (m^2)			B Garage (m^2)	C Store (m^2)	D Balcony (m^2)	E Porch (m^2)	A+B+C+D+E Built-up Area (m^2)	Applicable Lot No.'s
	Ground	1st Floor / Loft	Total						
10A	80.4	68.7	**149.1**	33	4.9		2.3	**189.3**	SA1

NICHELIVING ORELIA - TYPE 10A FLOOR PLANS

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

Nicheliving

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ARCHITECTURE PLANNING INTERIOR DESIGN
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PROJECT NO. 2093
DATE 05.10.2018
REVISION T10A-SK2.01_B

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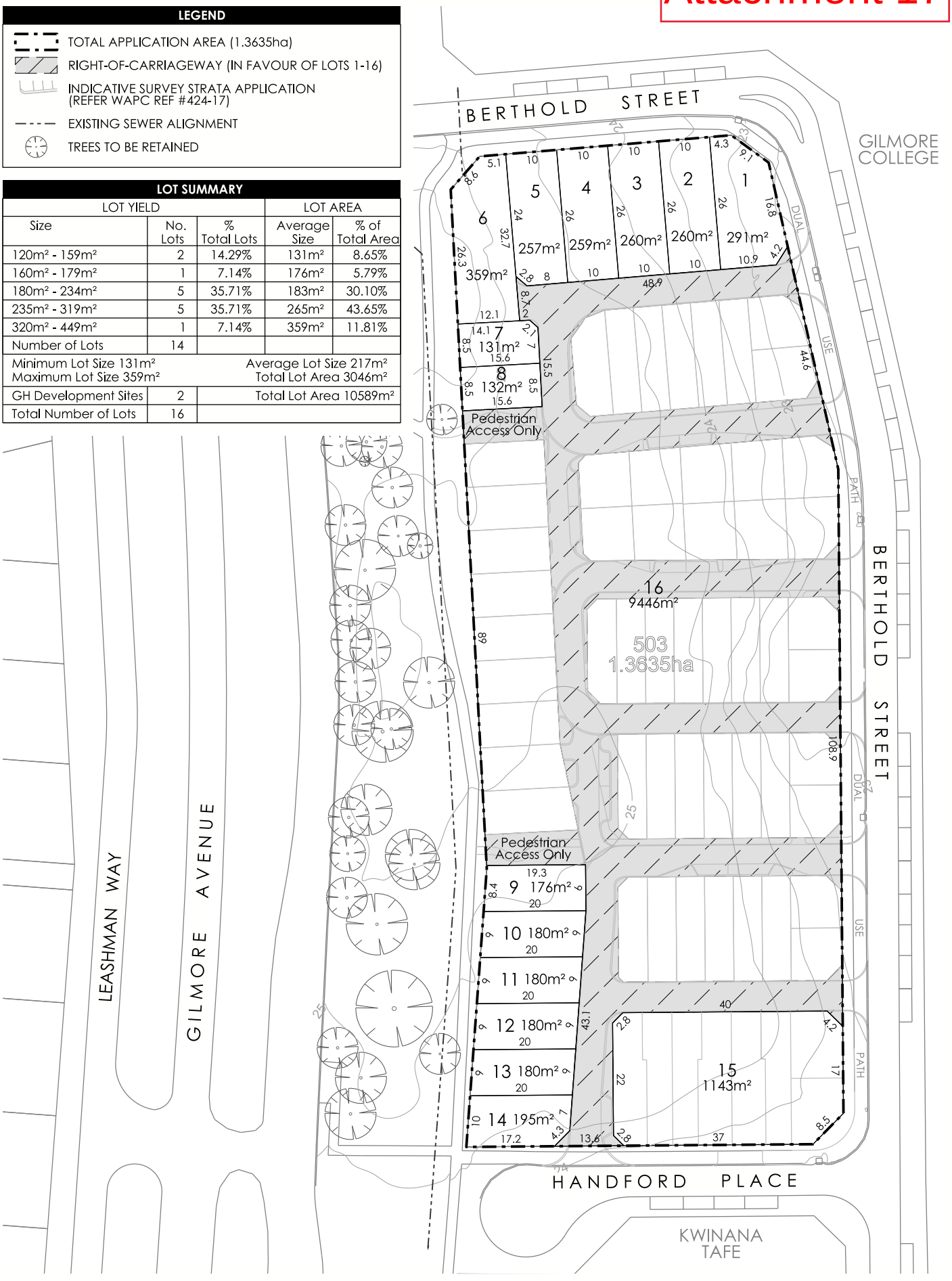
Attachment 17

LEGEND

- TOTAL APPLICATION AREA (1.3635ha)
- RIGHT-OF-CARRIAGEWAY (IN FAVOUR OF LOTS 1-16)
- INDICATIVE SURVEY STRATA APPLICATION (REFER WAPC REF #424-17)
- EXISTING SEWER ALIGNMENT
- TREES TO BE RETAINED

LOT SUMMARY

LOT YIELD			LOT AREA	
Size	No. Lots	% Total Lots	Average Size	% of Total Area
120m² - 159m²	2	14.29%	131m²	8.65%
160m² - 179m²	1	7.14%	176m²	5.79%
180m² - 234m²	5	35.71%	183m²	30.10%
235m² - 319m²	5	35.71%	265m²	43.65%
320m² - 449m²	1	7.14%	359m²	11.81%
Number of Lots	14			
Minimum Lot Size 131m² Maximum Lot Size 359m²			Average Lot Size 217m² Total Lot Area 3046m²	
GH Development Sites	2		Total Lot Area 10589m²	
Total Number of Lots	16			



Revised Plan of Subdivision

LOT 503 GILMORE AVE, ORELIA

A NICHE LIVING PROJECT

plan: 16/083/009
date: 21/11/2018
projection: PCG 94
designed: DR
checked: PLANNER
drawn: BR
scale: 1:1000@A4 | 1:500@A2
0 10 20m

Taylor Burrell Barnett Town Planning & Design
Level 7, 160 St Georges Terrace, Perth WA 6000
p: (08) 9226 4276 f: (08) 9322 7879 e: admin@tbbplanning.com.au

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Attachment 18

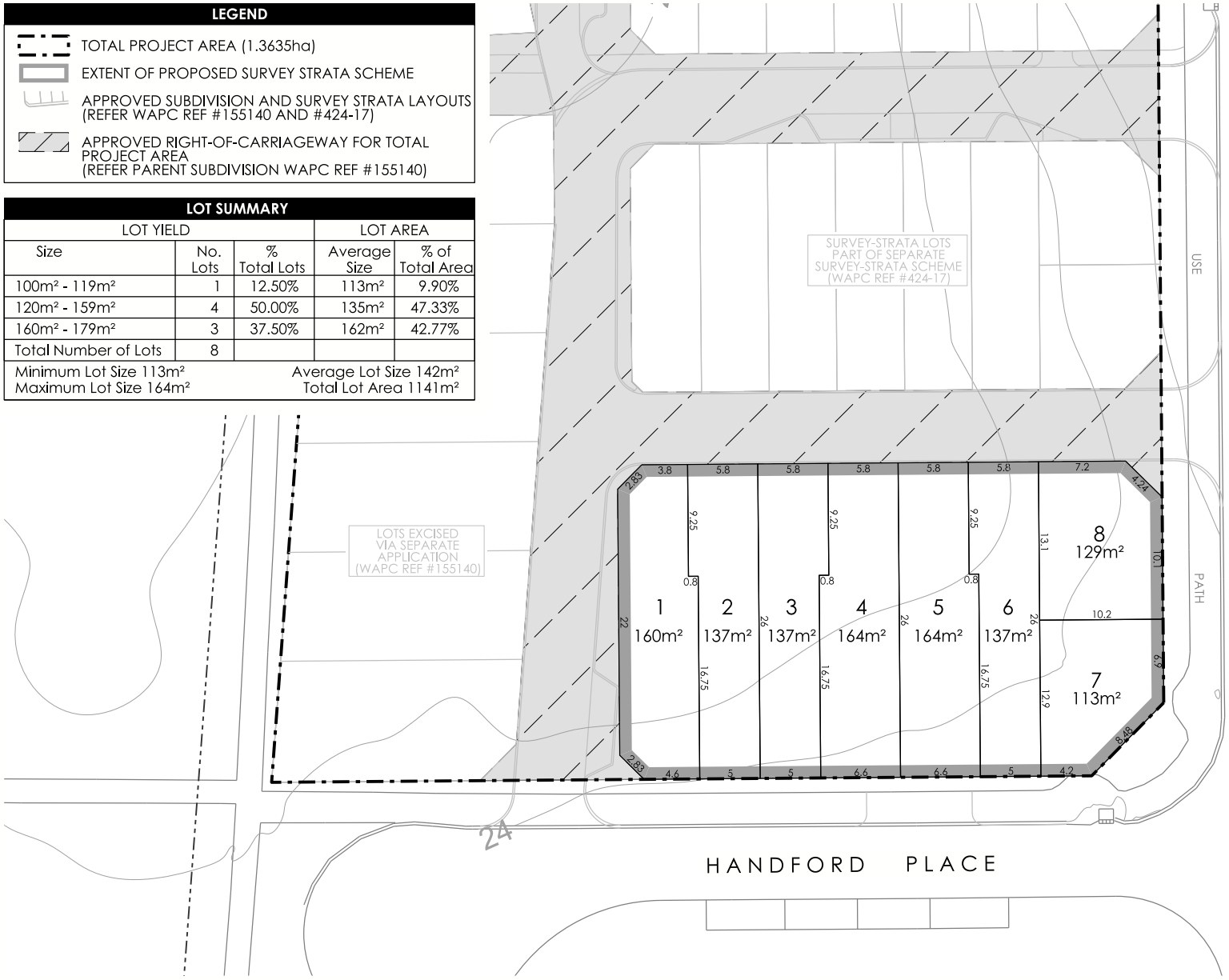
LEGEND

- TOTAL PROJECT AREA (1.3635ha)
- EXTENT OF PROPOSED SURVEY STRATA SCHEME
- APPROVED SUBDIVISION AND SURVEY STRATA LAYOUTS (REFER WAPC REF #155140 AND #424-17)
- APPROVED RIGHT-OF-CARRIAGEWAY FOR TOTAL PROJECT AREA (REFER PARENT SUBDIVISION WAPC REF #155140)

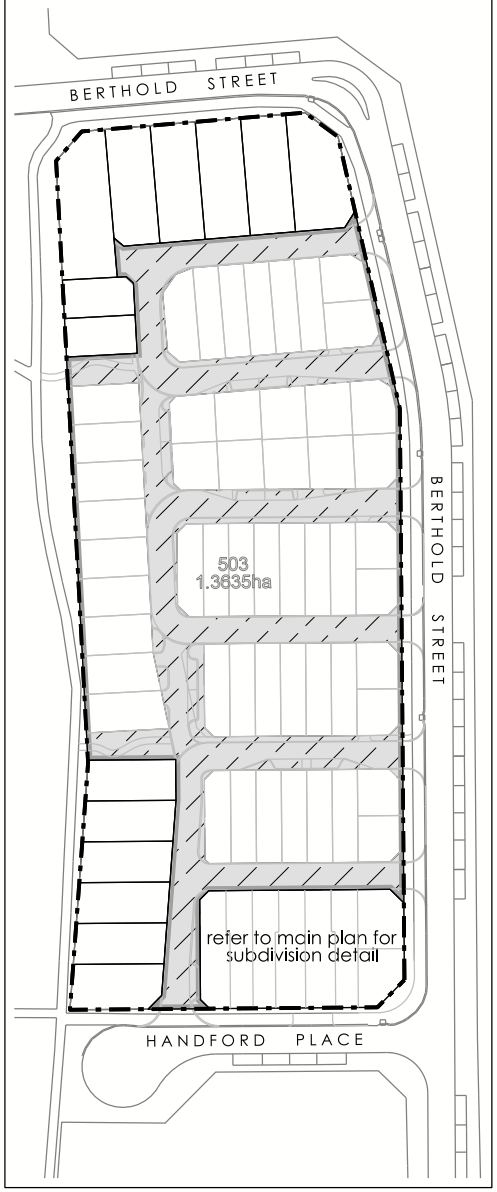
LOT SUMMARY

LOT YIELD			LOT AREA	
Size	No. Lots	% Total Lots	Average Size	% of Total Area
100m² - 119m²	1	12.50%	113m²	9.90%
120m² - 159m²	4	50.00%	135m²	47.33%
160m² - 179m²	3	37.50%	162m²	42.77%
Total Number of Lots	8			

Minimum Lot Size 113m²
Maximum Lot Size 164m²
Average Lot Size 142m²
Total Lot Area 1141m²



OVERALL SUBDIVISION



Plan of Survey Strata Subdivision

PORTION OF LOT 503 GILMORE AVE, ORELIA
A NICHE LIVING PROJECT

plan: 16/083/010
date: 22/11/2018
projection: PCG 94
designed: DR
checked: PLANNER
drawn: BR
scale: 1:500@A4 | 1:250@A2
0 5 10m

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Level 7, 160 St Georges Terrace, Perth WA 6000
p: (08) 9226 4276 f: (08) 9322 7879 e: admin@tbbplanning.com.au

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Attachment 19



Lot 503 - Berthold Street, Orelia

Detail Area Plan

July 2015

City of Kwinana

Commissioned by:

LANDCORP

Urbanism
PO Box 1804
Subiaco WA 6904
www.urbanism.com.au

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- Statutory Relationships 2

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- Service areas 5
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This Detail Area Plan was adopted under Clause 6.17 of the City of Kwinana Town Planning Scheme No 2 to clarify statutory provisions for potential commercial, institutional and residential uses. Highlighted text in this report references the statutory provisions on the plan and other design considerations should be applied to achieve a high quality development at this gateway locality for the Kwinana Town Centre.

DETAIL AREA PLAN PROVISIONS:

General:

1. This Detail Area Plan has been prepared under Clause 6.17 of the City of Kwinana Town Planning Scheme No. 2 to clarify statutory provisions for commercial, institutional and residential uses.
2. The provisions of the City of Kwinana's Town Planning Scheme no. 2, the Kwinana Town Centre Master Plan and Design Guidelines and the Residential Design Codes (R-Codes) apply, unless varied by this DAP.
3. Where there is conflict between the Kwinana Town Centre Master Plan and Design Guidelines, the Residential Design Codes (R-Codes) and this DAP, the provisions under this DAP prevail to the extent of any inconsistency.
4. Minor variations to the requirements of the R-Codes and this DAP may be approved by the City of Kwinana, subject to the objectives of this DAP.

Land Use Classification:

5. The following table indicates the land use permissibility for the "Development" zone. Any use not listed in the table is a use not permitted under the Scheme and includes, but is not limited to, Drive-In Takeaway Food Shop, Motor Repair Station, Petrol Filling Station, Service Station and Vehicle Sales.:

Permitted Use (P)	Use not permitted unless Council granted approval (AA)	Use not permitted unless Council granted approval after giving notice (SA)
• Amenity Building • Child Care Centre • Civic Building • Educational Establishment • Grouped Dwelling • Laundry • Medical Clinic • Multiple Dwellings • Museum • Office & Professional Office • Public Assembly (Place of Worship) • Public Utility • Public Worship	• Aged and/ or Dependent Persons Accommodation & Dwelling • Commercial Hall • Consulting Rooms • Funeral Parlour • Health Studio • Home Occupation • Licensed Restaurant • Motel • Non-residential Health Centre • Private Hotel • Recreation facility, Private and Public Recreation • Private Utility • Public Amusement • Telecommunica- tion Infrastructure	• Dry Cleaning Premises • Holiday Accommodation • Hospital • Hotel • Veterinary Clinic & Veterinary Hospital
		Use to be dependent upon the predominant use of the land (IP) • Caretakers House/Flat • Car Park • Eating House • Local Shop • Shop

Gateway Provisions:

6. A 40m radius from the northeastern corner of the site defines the "Gateway" locality to serve as an entry statement into the Kwinana Town Centre.
7. The following uses will not be permitted within the Gateway locality:
   - Home Occupation
   - Laundry
   - Licensed Restaurant
   - Local Shop
   - Private & Public Recreation
   - Public Amusement
   - Shop
8. Building height may be increased to four (4) storeys to establish address to this gateway corner.



LEGEND:

- Detail Area Plan Boundary
- Development Zone Land Use Classification
- No Vehicular Access Permitted
- Maximum Setback from Gilmore Avenue (10m)
- Noise Attennuaton required (40m from Gilmore Avenue)
- Visual Surveilance from Built Form
- Building Address and Orientation to Boundary
- Pedestrian Connections to Gilmore Avenue

0m 20m 50m
Scale (A3) 1 : 1,500

Setbacks:

9. The setbacks for non-residential development on all boundaries are 0m.
10. A maximum setback of 10m applies along Gilmore Avenue street boundary.
11. Residential development to adhere to setback requirements under the R-Codes (R80).

Height:

12. A minimum height of two (2) storeys applies across the site with a maximum height of up to three (3) storeys.
13. Height may be increased to four (4) storeys within the "Gateway" locality.

Site Coverage:

14. A 100% site coverage may be permitted, provided that the development suitably addresses access, car parking, circulation, servicing and loading.

Plot Ratio:

15. A maximum plot ratio of 2.0 applies to any development over the Site.
16. Should the site or any subdivided portion thereof be used purely for residential purposes, not in a mixed-use development, a Plot Ratio of 1.0 shall apply to that residential portion.

Density:

17. A maximum density of R80.
18. A minimum density code of R40 applies to any Group Housing development.

Parking:

19. Car parking will be provided on-site in accordance with TPS 2. Residential parking standards under the R-Codes apply.
20. No permanent long term parking is to be provided within the 10m setback from Gilmore Avenue and any parking in this area may only be used for purposes of stopping and drop-off.
21. Dedicated bicycle parking for residential development will be provided in accordance with the R-Codes, whereas one (1) dedicated bicycle parking will be provided per 500m² of NLA for any non-residential use.

Visual Surveillance:

22. Building facades are to include windows and balconies to achieve visual surveillance to Gilmore Avenue and the education precinct.

Public Open Space:

23. POS required for the development will be permitted as cash in lieu.

Landscaping:

24. Landscaping should be developed and maintained in accordance with the Kwinana Town Centre Master Plan and Design Guidelines.

Service areas:

25. Service Areas are to be appropriately contained on site and screened from view of public streets or right of way streets.

Noise Amelioration:

26. Any development within 40m of Gilmore Avenue road requires a noise assessment to determine the impact of road noise on the proposed end use and define measures to accommodate noise suppression and screening to achieve acceptable noise attenuation.

Developer Contributions;

27. The developer will pay the City of Kwinana a levy per residential unit for the ongoing costs of managing mosquitos and midges in the City of Kwinana.

Urbanism
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Subiaco WA 6904
Ph. 08 9385 8925
Mob: 0420 961 581
corey@urbanism.com.au
www.urbanism.com.au

LANDCORP

ENDORSEMENT: This Detail Area Plan was adopted at the Ordinary Meeting of the Council on 8 July 2015 pursuant to clause 6.17 of the City of Kwinana Town Planning Scheme no. 2.

City of Kwinana

Authorised Officer

8 July 2015
Date

DETAIL AREA PLAN

Lot 503, located at 2 Berthold Street, Orelia

INTRODUCTION

Site Definition

The Site is defined as Lot 503 on DP 66459, located at 2 Berthold Street in Orelia. It measures 13,635m^2 in extent and enjoys street frontage onto Gilmore Avenue, Berthold Street and Handford Place.

Purpose

The site is zoned 'Development' under the City of Kwinana Town Planning Scheme No 2 (TPS 2) and falls within the 'Educational Precinct' of the Kwinana Town Centre Master Plan and Design Guidelines.

The Kwinana Town Centre Master Plan and Design Guidelines acknowledges the site as being in excess of the educational requirements within the Educational Precinct. It promotes alternative uses to include commercial, institutional and residential, but does not offer any clarity on alternative land use controls.

1. This Detail Area Plan has been prepared under Clause 6.17 of the City of Kwinana Town Planning Scheme No 2 (TPS 2) to clarify statutory provisions for potential commercial, institutional and residential uses.

Statutory Relationships

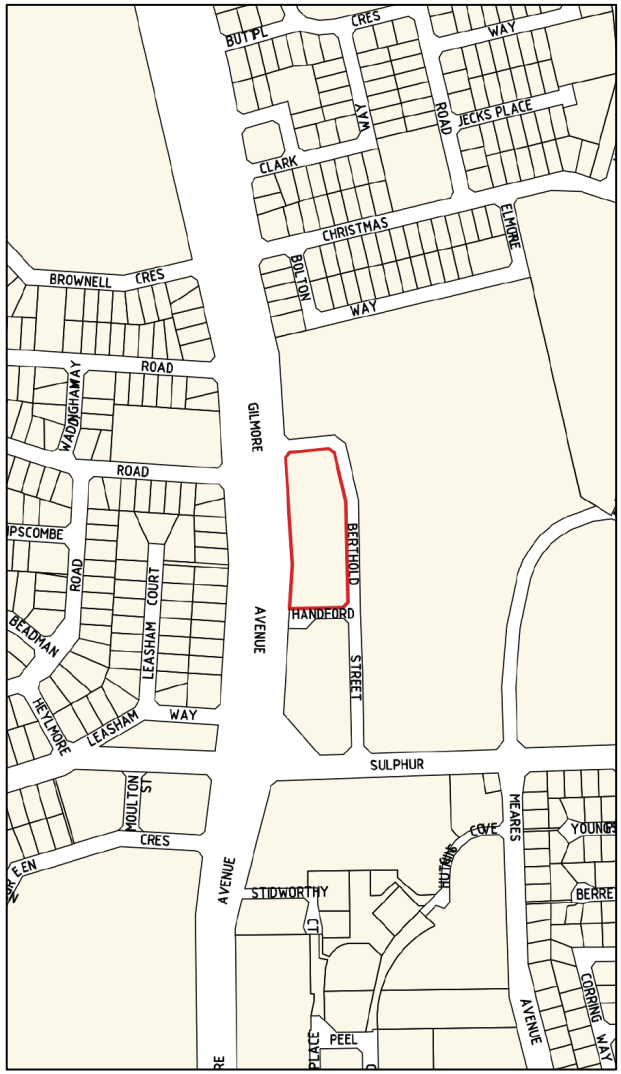
2. The provisions of the City of Kwinana's Town Planning Scheme no 2, the Kwinana Town Centre Master Plan and Design Guidelines and the Residential Design Codes (R-Codes) apply, unless varied by this Detail Area Plan.
3. Where there is conflict between these statutory documents and this DAP, the provisions under this DAP prevail to the extent of any inconsistency.
4. Minor variations to the requirements of the R-Codes and this Detail Area Plan may be approved by the City of Kwinana, subject to the objectives of this Detail Area Plan.

Objectives

The objectives of the Detail Area Plan is to clarify commercial and mixed-use development opportunities as viable development options to:

- *Achieve a mix of predominantly commercial, institutional/ community uses to complement and support the regional function of the Kwinana Town Centre;*
- *Introduce high-density residential options within a safe environment with ready access to public transport; and*
- *Promote a high standard of urban design and architectural form for this gateway site and deliver built form outcomes that visually connects with surrounding streets.*

The statutory controls of this Detail Area Plan include land use provisions, development intensity and bulk and its connection to the surrounding land uses. This plan also addresses building articulation and orientation to achieve a high quality built form.



DEVELOPMENT CONTROL CRITERIA

The site is located at the northern perimeter of the Kwinana Town Centre and does not functionally link to the town centre activities. It also does not have a strong relationship with the residential functions of Medina or Orelia. The uses for this site could therefore be flexible in terms of activities that support both the town centre and residential nature of the area, without "leaking" core city centre activities from the town centre. The site also presents a unique opportunity in that the use is unlikely to impact on the amenity of any lower intensity land uses.

Its strategic location, as a gateway site to the Town Centre, requires development of architectural merit to reflect the contemporary architecture of the surrounding town centre developments. This is likely to have the biggest influence on the development of the site in terms of the design outcome and the end uses.

The sloping nature of the site also offers opportunity for sub-basement parking from Berthold Street in a more cost efficient manner. This may require additional development potential to offset the cost associated with basement parking. The controls in the Detail Area Plan are defined in a flexible manner to allow more development bulk over the site.

Land Use Classification:

The Kwinana Town Centre Master Plan and Design Guidelines indicates preference for alternative uses to the educational function of this precinct.

This Detail Area Plan provides clarity of these alternative uses, by incorporating commercial content for this "Development" zone.

5. The following table indicates the land use permissibility for this "Development" zone:

Permitted Use (P)	Use not permitted unless Council granted approval (AA)	Use not permitted unless Council granted approval after giving notice (SA)
• Amenity Building • Child Care Centre • Civic Building • Educational Establishment • Grouped Dwelling • Laundry • Medical Clinic • Multiple Dwellings • Museum • Office & Professional Office • Public Assembly (Place of Worship) • Public Utility • Public Worship	• Aged and/ or Dependent Persons Accommodation & Dwelling • Commercial Hall • Consulting Rooms • Funeral Parlour • Health Studio • Home Occupation • Licensed Restaurant • Motel • Non-residential Health Centre • Private Hotel • Recreation facility, Private and Public Recreation • Private Utility • Public Amusement • Telecommunication Infrastructure	• Dry Cleaning Premises • Holiday Accommodation • Hospital • Hotel • Veterinary Clinic • Veterinary Hospital
		Use will not be approved unless Council is satisfied that the proposed use will be dependent upon the predominant use of the land (IP)
		• Caretakers House/Flat • Car Park • Eating House • Local Shop • Shop

Any use not listed in the above table is a use not permitted under the Scheme and includes, but is not limited to, Drive-In Takeaway Food Shop, Motor Repair Station, Petrol Filling Station, Service Station and Vehicle Sales.

Gateway Provisions:

The Site is a gateway location to the Kwinana Town Centre and development should present as an entry into this business area. Built form of contemporary architectural merit should be pursued with buildings being orientated to define the corner of Gilmore Avenue and Berthold Street and establish a gateway location for the Kwinana Town Centre.

6. A 40m radius from the northeastern corner of the site defines the "Gateway" locality to serve as an entry statement into the Kwinana Town Centre.

7. The following uses will not be permitted within the gateway Locality:
   - Home Occupation
   - Laundry
   - Licensed Restaurant
   - Local Shop
   - Private & Public Recreation
   - Public Amusement
   - Shop

8. Building height may be increased to four (4) storeys to establish address to this gateway corner.

Setbacks:

This Detail Area Plan promotes development to address the surrounding streets and relaxes all street setbacks for non-residential uses to 0m. Building address to Gilmore Avenue is critical for the site to present as an entry statement and a maximum setback of 10m applies along this street for any development.

Setbacks for residential development will be in accordance with the Residential Design Codes (R-Codes).

9. For all non-residential development, the building setback from all boundaries is 0m.

10. A maximum setback of 10m applies along Gilmore Avenue boundary.

11. Residential development to adhere to the setback requirements under the R-Codes (R80)

Height:

The site slopes away from Glenmore Avenue and a minimum height of two storeys will be applied to ensure that the built form presents itself to this street.

The Town Centre is characterised by relatively low-rise buildings and a maximum height of three storeys applies to this site to avoid dominance over the core of the centre.

12. A minimum height of 2 storeys applies across the site with a maximum height of up to 3 storeys.

13. Height may be increased to four (4) storeys within the "Gateway" locality.

Site Coverage:

The Site is located within the boundaries of the Kwinana Town Centre and a 100% site coverage will be permitted, provided that the statutory provisions and built form outcomes under this Detail Area Plan are also achieved.

14. A 100% site coverage may be permitted, provided that the development suitably addresses access, car parking, circulation, servicing and loading.

Plot Ratio:

This DAP promotes built form address to Gilmore Avenue through minimum heights and 100% site coverage. A plot ratio of 2.0 will be applied in a flexible approach to achieve the built form outcomes, except for residential development not part of a mixed-use development form, which will be limited to a plot ratio of 1.0.

15. The maximum plot ratio of 2.0 applies to any development over the Site.

16. Should the Site or any subdivided portion thereof be used purely for residential purposes, not in a mixed-use development, a Plot Ratio of 1.0 shall apply to that residential portion.

Density:

Residential content for this site should seek to offer alternative housing options in the form of higher density residential development, preferably in mixed-use arrangements. This Detail Area Plan therefore applies a Gross Residential Density of up to 80 units/ha (R80 Residential Coding). Group Housing development is not the preferred residential form and a minimum density will be applied for this use to improve land use efficiency.

17. A maximum density of R80.

18. A minimum density code of R40 applies to any Group Housing development.

Parking:

All car parking will be provided in accordance with the design standards contained under the town planning scheme (TPS 2), whereas the parking standards under the R-Codes apply for residential uses.

In addition to car parking, the development will provide dedicated resident and visitor bicycle parking for residential development in accordance with the R-Codes. Bicycle parking for residents shall be secure. Dedicated bicycle parking for non-residential development should be provided at a ratio of 1 bicycle parking per 500m^2 of NLA. The provision of end user facilities will promote more sustainable transport options.

19. Car parking will be provided on-site in accordance with the Design Standards contained under TPS 2. Residential parking standards under the R-Codes apply.

20. No permanent long term parking is to be provided within the 10m setback from Gilmore Avenue and any parking in this area may only be used for purposes of stopping and drop-off.

21. Dedicated bicycle parking for residential development will be provided in accordance with the R-Codes, whereas one (1) dedicated bicycle parking will be provided per 500m^2 of NLA for any non-residential use.

Visual Surveillance:

The site links the educational facilities and Gilmore Avenue and development should be pivotal in achieving neighbourhood safety. Buildings will be designed to offer surveillance of the surrounding public streets by designing for permeability though the use of windows to habitable rooms and balconies.

22. Buildings are to achieve visual surveillance to Gilmore Avenue and the education precinct by orientating balconies, terraces, windows to living areas/ commercially active spaces to the streets.

Public Open Space

There are substantial park reservations in the direct vicinity of the site and the City of Kwinana indicated that a cash-in-lieu contribution for the provision of open space under the town planning scheme will offer a suitable alternative to the actual provision of the open space.

23. POS required for the development will be permitted as cash in lieu.

Landscaping:

The site announces the Kwinana Town Centre and should visibly blend into the surrounding streetscape, offering high quality finishes to all landscape treatments within the development.

24. Landscaping should be developed and maintained in accordance with the Kwinana Town Centre Master Plan and Design Guidelines.

Service areas

Gilmore Avenue is the main entry to the Kwinana Town Centre and development should present a positive image for the town centre. Loading and service areas should therefore be avoided on this road and screened from any other public road.

25. Service Areas are to be appropriately contained on site and screened from view of public streets or right of way streets.

Noise Amelioration

State Planning Policy 5.4 requires the proponent of any development within 40 meters of Gilmore Avenue to carry out a noise assessment to determine the impact of road noise on future uses. The design of any development within 40m of Gilmore Avenue road will accommodate noise suppression and screening to achieve acceptable noise attenuation. The construction of a noise wall along Gilmore Avenue is not the preferred solution and alternative measures to reduce noise impacts should be considered in building design and specifications.

26. Any development within 40m of Gilmore Avenue road requires a noise assessment to determine the impact of road noise on the proposed end use and define measures to accommodate noise suppression and screening to achieve acceptable noise attenuation.

Developer Contributions;

The Site is located within 5km of a mosquito breeding area. A proponent for any development over the site will be required to prepare a Mosquito Management Plan to the satisfaction of the City of Kwinana.

27. The developer will pay the City of Kwinana a levy per residential unit for the ongoing costs of managing mosquitos and midges in the City of Kwinana.

OTHER DESIGN CONSIDERATIONS

The Residential Design Codes and the Kwinana Town Centre Master Plan and Design Guidelines offer several design considerations to establish appropriate site planning, built form and architectural outcomes.

The site has unique properties and additional design considerations are required to facilitate development that would compliment the functions and land uses within the Kwinana Town Centre.

Built Form

The Site presents an 180m frontage to both Gilmore Avenue and Berthold Street. Although the Design Guidelines promote good street address, the built form should not present a continuous facade to the street. This will be achieved through building articulation, as required under the following built form controls, to include building separation and control of blank facades:

- Expanses of unarticulated blank walls/ facades will not be accepted. Building façades should be broken up in maximum 10 metre facades, with distinct design elements to provide variation and interest in built form.

- Building facades may not exceed a length of 50m to any public street and all buildings should be broken up into separate buildings and facades.
- Building separation will be applied to residential development to ensure that the residential amenity is protected. Any building facing a residential building will be spaced at a minimum of 12m from the residential façade, if that residential façade contains any windows (balconies may be provided within this building separation zone).

- Building separation will also apply to non-residential uses and all non-residential buildings will be separated by 6m to allow for landscaping and pedestrian movements between buildings.

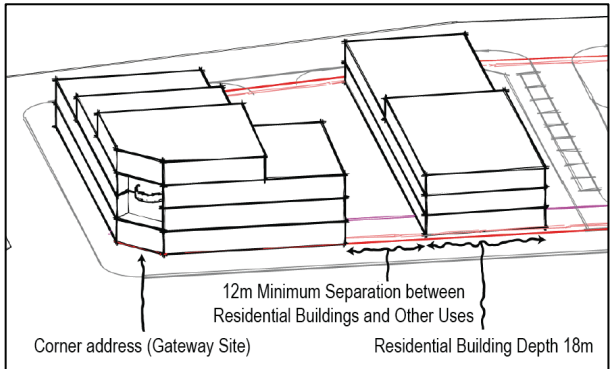
- This Detail Area Plan promotes building address to Gilmore Avenue. The finished floor level of the ground floor to any development addressing the Gilmore Avenue frontage, may not be lower than the existing Natural Ground Level along the Gilmore Avenue street boundary.

Access and Parking

Although parking will be provided in accordance with the standards contained in the Town Planning Scheme and the Residential Design Codes, concessions for car parking may apply for residential uses, due to the proximity of public transport.

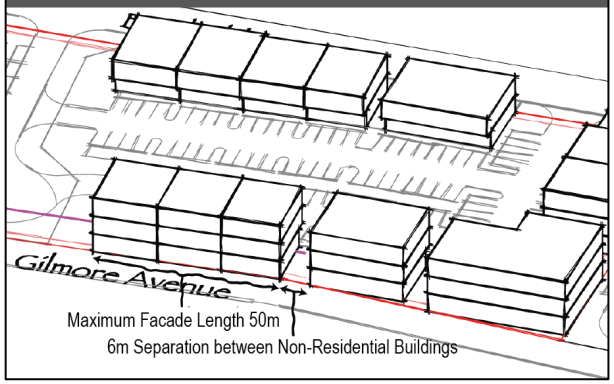
The number of vehicle crossovers to each development shall be minimised and the location of crossovers should have regard to building entrances, street spaces and pedestrians/ cyclist movements.

The overall site development may therefore consider consolidating parking areas, thus reducing the number of access points into the site.



The north-western corner of the site (above) represents a gateway site for the Kwinana Town Centre and the design should achieve a good corner address through building massing and architectural finish.

Development should avoid continuous built form and active frontages should be promoted (below).



Building Services

Although the site will not enjoy direct vehicular access from Gilmore Road, its address should be easily identifiable from this road. Street numbering and, where applicable, building names must be placed in a visible position from the street and near the entrance along the street address to the development.

The main vehicular and pedestrian access will be from Berthold Street and Handford Place. Mailboxes should be located adjacent to the major entrance, ensuring they are secure and large enough to accommodate large articles such as newspapers; and integrated into a wall where possible.

Building services such as mechanical ventilation, lift shafts, satellite dishes, telecommunication antennae and any ancillary structures should be concealed from the street frontage so that they do not become a skyline feature at the top of any building.

Landscape Treatments

The site is surrounded by contemporary designs within the Educational Precinct. Development on the site should visibly blend into the streetscape and all landscape design elements and streetscape treatments should conform to the guidelines contained in the Kwinana Town Centre Master Plan. These finishes must be applied to all soft and hard landscaping areas, including street furniture.

Boundary Fencing

The intent is to limit fencing along the entire boundary of the site and alternative boundary and landscaping treatments are preferred along property boundaries. Fencing for residential development should be visually permeable along all street boundaries and comply with the provisions of the R-Codes.

Fencing should also be effectively applied to address land use conflicts, i.e. separate residential development from commercial development, where these uses are adjacent to each other on a horizontal plain.

Fencing design and construction must be of the highest quality and no razor wire or other wire fencing materials will be permitted.

Lighting

Lighting should be designed into the development to accentuate building design elements, especially corner elements, as well as landscape features. Lighting should also ensure that all public and private spaces, including parking areas, are well lit. Light should spill onto Gilmore Avenue to provide safely lit pedestrian paths along all streets whilst not significantly impacting on nearby residential properties.



Service infrastructure (above) located on roofs (antennae, communication structures, air conditioning units, satellite dishes, etc.) should be hidden behind parapet walls and roof structures.

Location of communication structures and the like (below) should be avoided on the external façade of buildings.



Safety and Vandalism

The Educational Precinct is devoid of active frontages particularly from Berthold Street, as it does not contain any activity. The design of the future end use should incorporate the principles of Crime Prevention Through Environmental Design (CPTED) and the Western Australian Planning Commission's 'Designing Out Crime Planning Guidelines'.

The development of the site must contribute to activation of all streets. This could be achieved through implementation of the following measures:

- Reduce blank facades and activate the building interface by orientating balconies, terraces, windows to living areas/ commercially active spaces to the street.
- Design prominent and well-lit entry points to all buildings.
- Garages for multiple dwellings should not directly face onto public roads and should be designed into the development.
- Reduce the amount of solid fencing
- Avoid blind corners in pathways, stairways, hallways and car parks.
- Avoid landscaping that obstructs view of public areas and create blind spots/ corners.
- Apply lighting to improve passive surveillance of private and public spaces.

Attachment 20

MULTIPLE DWELLINGS - by Lot No.'s							
Lot No.	Lot Area (m^2)	Unit Type	Built-up Area (m^2)	Plot Ratio Area (m^2)	Plot Ratio (m^2)	Open Space	
						Area (m^2)	Ratio (%)
1	291.5	M3	404.3	246.8	0.85	88	30.2%
2 - 3	260	M2	263.2	168.1	0.65	74.4	28.6%
4	260	M6	346.4	222.4	0.86	111	42.7%
5	258				0.86	109	42.2%
6	359.1	M4	454.1	293.1	0.82	161.9	45.1%
17	131.5	M7A	229.8	140.2	1.07	19	14.4%
18	132.6	M7	231.6	142.8	1.06	16.6	12.5%
801	176.7	M5	207.1	134.4	0.76	59.3	33.6%
802 - 805	180				0.75	62.6	34.8%
806	195.9	M5a	206.3	134.4	0.69	78.5	40.1%

GROUPED DWELLINGS - by Lot No.'s							
Lot No.	A Lot Area (m^2)	Unit Type	Built-up Area (m^2)	Open Space			Private Open Space (m^2)
				B per Lot (m^2)	C Proportion of Common Open Space (m^2)	D Ratio (%)	
SA1	160.2	10A	189.3	41.3	76	73.2%	22.2
SA2, SA3	137.4	9	144	33.1	65.2	71.6%	17.9
SA4, SA5	164.2	10	189.9	44.7	77.9	74.7%	27.4
SA6	137.4	9	144	33.1	65.2	71.6%	17.9
SA7	113.6	8	162.6	29.9	53.9	73.8%	12.9*
SA8	129.1	7	174	38.4	61.3	77.2%	14.9*
SL3, SL4	132.6	4 opt 2	114.9	51.1	62.9	86.0%	21.8
SL5 - SL9	132.6	4 opt 1	101.1				
SL10	138.2	4 opt 2	114.9	57.4	65.6	89.0%	26.2
SL11	149.5			68.6	71	93.4%	29.5
SL12	115.5	6A	122.5	31	54.8	74.3%	21.5
SL13 - SL17	114.8	3	102.5	28.8	54.5	72.6%	21.9
SL18 - SL21	98	5	120.4	32.7	46.5	80.8%	10*
SL22 - SL26	114.8	1	106.9	25.3	54.5	69.5%	15
SL27	112.8			23.3	53.5	68.1%	
SL28	112.7	6	115.7	34	53.5	77.6%	21.5
SL29 - SL34	114.8	3	102.5	28.8	54.5	72.6%	21.9
SL35 - SL36	98	5	120.4	32.7	46.5	80.8%	10*
SL37	117.9			52.6	56	92.1%	
SL38	119.3			54	56.6	92.7%	
SL39	116.5	2	92.5	43.5	55.3	84.8%	20.3
SL40	115.8			42.8	55	84.4%	19.8
SL41	112			39	53.2	82.3%	17.4
SL42	112.7			39.7	53.5	82.7%	18
SL43	108.9	2A	102.2	35.9	51.7	80.4%	21.6
SL44	108.2			35.2	51.4	80.0%	21
SL45	103.4			30.4	49.1	76.9%	18.7
SL46	104.1			31.1	49.4	77.3%	19
SL47	136.9	1A	117.1	45	65	80.3%	21
SL48 - SL52	114.8	1	106.9	25.3	54.5	69.5%	15
SL53	119.8	5	120.4	54.5	56.9	93.0%	10*
SL54	106.3			41	50.5	86.0%	
CP	3408.5						

* In the form of balcony

NOTES

STRATA LOTS OPEN SPACE CALCULATION:

Proportion of Shared Common Open Space (C) = Individual Strata Lot Area (A) divided by Total Strata Lots' Area (E + F = 7181m^2), then multiplied by the Common Open Area (G = 3408.5m^2).

Open Space Ratio (D) =
Open Space per Lot (B) plus Proportion of Shared Common Open Space (C), then divided by the Individual Lot Area (A)

OVERALL	Multiple Dwellings		Grouped Dwellings (Strata Lots)			TOTAL
	Lot 1 - Lot 6, Lot 17 & Lot 18	Lot 801 - Lot 806	SA1 - SA8 E	SL3- SL54 F	CP (Roads+Open Space) G	
Lots' Area (m^2)	1952.7	1092.6	1143.5	6037.5	3408.5	13635
	3045.3		7181			
Built-up Area (m^2)	2539	1241.8	1337.7	5606.6		10725
	3780.8		6944.3			

NICHELIVING ORELIA - AREA SCHEDULE

LOT 503 - GILMORE AVE, ORELIA WA

DA SUBMISSION

Nicheliving

ZMH ZUIDEVELD MARCHANT HUR
ARCHITECTURE PLANNING INTERIOR DESIGN
64 Fitzgerald Street Northbridge Western Australia 6003 T 61 8 9227 0900 F 61 8 9227 0600

PROJECT NO. 2093
DATE 27.11.2018
REVISION Q

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Attachment 21

Lot 503 Berthold Street
Amended Bin Placement

Notes:
1. Bin numbers for triple and quad key lots are based on the City's ratio of 1x240 MGB and 1x240 MRB per 3 units
2. Where bins are sited adjacent to walls of buildings, a minimum distance of 1 metre has been allowed between the bins and the adjacent structure.



15.2 Adoption of Local Development Plan – Oakebella Stage 3, Lot 9002 Tamblyn Place, Wellard

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

A draft Local Development Plan (LDP) for Stage 3 of the Oakebella development, has been received for consideration under the City of Kwinana's Local Planning Scheme No.2 (LPS2) (refer to Attachments A and B).

The draft LDP (refer Attachment B) sets out design requirements for the development of the lots indicated within the LDP boundaries. These requirements apply in addition to normal LPS2 and State Planning Policy 3.1 - *Residential Design Codes of Western Australia* (R-Codes) requirements and permit certain variations in order to achieve a desired built form outcome.

The Western Australian Planning Commission (WAPC) granted subdivision approval for Stage 3 of the Oakebella Estate on 7 April 2017 with a condition requiring the preparation of an LDP for the subject lots.

The draft LDP is considered against four key local planning policies:

- Local Planning Policy No.1 – Landscape Feature and Tree Retention (LPP1);
- Local Planning Policy No.2 – Streetscapes (LPP2);
- Local Planning Policy No.7 – Uniform Fencing (LPP7); and
- Local Planning Policy No.8 – Designing Out Crime (LPP8).

In respect to LPP1, while no existing trees are being retained within this LDP area, the City's Environment Department identified existing trees to be retained in other stages of the Estate development.

LPP2 focuses on improved streetscapes across the City and places an emphasis on new street trees, landscaping and road design. Engineering drawings for Stage 3 have been lodged and, in conjunction with the draft LDP, have been reviewed by the City's Development Engineers who are satisfied that the documents comply with the requirements of LPP2. The policy also requires that all LDPs contain built form design provisions relating to garage setbacks, dwelling façade treatment, fencing and the location of street trees. The draft LDP is reflective of the adopted policy.

LPP7 sets out the minimum requirements for uniform fencing for lots that abut certain categories of road. The draft LDP identifies lots that require uniform fencing as per LPP7 along Lattuga Drive.

LPP8 sets out designing out crime considerations for LDPs. The draft LDP responds to the requirements of LPP8 in that all future dwellings on these lots are required to have habitable rooms addressing the primary street to provide passive surveillance.

The draft LDP (refer Attachment B) has been assessed and supported by City Officers and is recommended for approval.

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

OFFICER RECOMMENDATION:

That Council approves the Local Development Plan for Stage 3, Oakebella Estate, Lot 9002 Tamblyn Place, Wellard (as per Attachment B), pursuant to Clause 52(1)(a) of Schedule 2 – Deemed Provisions for Local Planning Schemes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

DISCUSSION:

Land Status

Local Planning Scheme No.2: Residential R25 and R60
Metropolitan Region Scheme: Urban

Background

The draft LDP (refer Attachment B) has been specifically required as a condition of the WAPC's subdivision approval for the subject land. The draft LDP sets out design requirements for the development of the lots indicated within the LDP boundaries within the Stage 3 area. These requirements apply in addition to standard LPS2 and R-Codes requirements and will permit certain variations in order to achieve an optimal form of development.

The adopted Local Structure Plan for Lot 9002 Tamblyn Place, Wellard is shown on Attachment C.

Planning Assessment of Draft LDP

Local Planning Policy No.1 - Landscape Feature and Tree Retention
LPP1 focuses on retention of significant trees and landscape features and the location of services. The policy states that prior to subdivision works being undertaken, the proponent is required to submit a Landscape Feature and Tree Retention Plan to the City for approval.

The proponent has identified areas of trees to be retained within the wider Oakebella Estate and the City's Environment Department has considered the detail provided and confirmed the location of these trees. Trees are to be retained outside the draft LDP within Public Open Space areas and within a small number of road reserves as part of future stages. There are however, no trees for retention identified within this draft LDP area due to the level of fill needed to achieve the required separation from groundwater for the development.

Local Planning Policy No.2 - Streetscapes
As discussed, LPP2 focuses on improved streetscapes across the City and places an emphasis on road design, the provision of new street trees and landscaping as well as built form outcomes.

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

The engineering drawings for Stage 3 of the subdivision have been reviewed and supported by the City's Engineering Department. The engineering drawings comply with LPP2 in terms of road infrastructure, location of footpaths and sufficient road reserve widths to accommodate street trees. As required by LPP2, all proposed new street trees have been identified on the draft LDP to ensure that the tree locations are available to prospective purchasers and builders. The engineering drawings and draft LDP have been reviewed by the City's Engineering Department and are considered to comply.

In respect to building articulation and garage setbacks, LPP2 refers to the following;

Dwelling facade treatment

"All dwellings to provide an appropriate, high quality design interface with the surrounding streetscape, through the use of at least three of the following architectural design features:

1. Articulation in dwelling facade (i.e. varied wall setbacks);
2. A minimum of two building materials, colours and/or finishes (e.g. render, brick, cladding);
3. Major habitable room openings incorporating large windows to provide surveillance;
4. Roof forms that incorporate gables;
5. A balcony, portico, or verandah; or
6. A built in planter box."

The draft LDP complies with LPP2 as the dwelling facade treatment provision has been incorporated into the draft LDP for all lots. Compliance with these provisions will help ensure that all dwellings constructed within the LDP area will provide the desired design interface with the surrounding streetscape.

Fencing

1 Cohesive and consistent fencing is to be constructed by the developer along the front boundaries of all of the proposed lots with vehicle access from a rear laneway.
2 For all rear-loaded lots, a ground level height difference of between 300mm and 600mm between the front boundary and the street is encouraged.
3 Front fences within the primary street setback being visually permeable above 0.9m to a maximum height of 1.2m above natural ground level.
4 For secondary street boundaries, fencing shall be visually permeable above 1200mm behind the primary street setback, for a minimum length of 3m behind the truncation with a habitable room addressing the street."

These provisions have been included as required by LPP2. Compliance with these provisions will help ensure that appropriate fencing will be provided within the LDP area.

Garages

LPP2 requires that where footpaths adjoin the property boundary, garages be setback a minimum of 4.5m from that boundary. The intent of the garage setback is to ensure that vehicles parked in the driveway would not obstruct the footpath. The footpaths in Stage 3 are boundary aligned, and as such, the draft LDP includes a provision requiring a minimum 4.5m garage setback for all lots from the property boundary.

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

Local Planning Policy No.7 – Uniform Fencing
LPP7 requires that uniform fencing be provided for lots abutting a Primary or Other Regional Road, or any other Category of Road with a 'Neighbourhood Connector A' or higher classification.

Lattuga Drive is classified as 'Neighbourhood Connector A' under the Liveable Neighbourhoods Operational Policy and as such, lots that abut this road (which cannot achieve direct vehicle access) are required to have uniform fencing constructed as per LPP7. The draft LDP identifies Lots 50 to 60 and 169 as being subject to uniform fencing provisions.

Local Planning Policy No. 8 – Designing Out Crime
LPP8 sets out design guidelines to be implemented during the design and assessment of LDPs. Designing out crime considerations for LDPs should take into account building orientation and surveillance.

In this respect, the draft LDP provisions reflect LPP8 in that there is a requirement that all dwellings address the primary and secondary street frontages through the provision of habitable rooms with large windows to provide surveillance. This includes the rear loaded lots with access from the laneway.

In addition, all front fences within the primary street setback are required to be visually permeable above 0.9m to a maximum height of 1.2m above the natural ground level. For secondary street boundaries, fencing is required to be visually permeable above 1.2m behind the primary street setback, for a minimum length of 3m behind the truncation. All future dwellings on these lots are required to have habitable rooms addressing both the primary and secondary streets to provide passive surveillance.

Conclusion
The draft LDP will be a single point of reference that will provide clarity and certainty to builders, property owners and City Officers.

City Officers assessed the provisions and requirements of the draft LDP and are supportive on the basis that it is consistent with the City's relevant Local Planning Policies and similar LDPs approved throughout the City.

LEGAL/POLICY IMPLICATIONS:

For the purpose of Councillors considering a financial or impartiality interest only, the landowner is LWP Wellard Pty Ltd and the applicant is Taylor Burrow Barnett.
The following strategic and policy based documents were considered in assessing the application;

Legislation
Planning and Development (Local Planning Schemes) Regulations 2015

Schemes
Metropolitan Region Scheme; and
City of Kwinana Local Planning Scheme No.2

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

Local Planning Policies
Local Planning Policy No. 1 – Landscape Feature and Tree Retention;
Local Planning Policy No. 2 – Streetscapes;
Local Planning Policy No. 7 – Uniform Fencing; and
Local Planning Policy No. 8 – Designing Out Crime

State Government Policies
State Planning Policy No. 3.1 (Residential Design Codes of Western Australia); and
Liveable Neighbourhoods Operational Policy

FINANCIAL/BUDGET IMPLICATIONS:

There are no financial or budget implications as a result of this application.

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

The LDP encourages the use of passive solar urban design. The LDP also identifies additional new street trees which will be required for all lots.

STRATEGIC/SOCIAL IMPLICATIONS:

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

Plan	Outcome	Objective
Strategic Community Plan	A well planned City	4.4 Create diverse places and spaces where people can enjoy a variety of lifestyles with high levels of amenity

COMMUNITY ENGAGEMENT:

The draft LDP was prepared by the developer and the lots have not yet been created and are all in the ownership of the developer. The draft LDP was not advertised as it is not considered to adversely affect any owners or occupiers within the area covered by the plan or an adjoining area. The application is considered to be of low impact and would only affect the current landowners.

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

PUBLIC HEALTH IMPLICATIONS

The proposal has the potential to help improve Neighbourhood Amenity.

RISK IMPLICATIONS:

Risk Event	**Appeal of Council's decision on the draft LDP.**
Risk Theme	Failure to fulfil statutory regulations or compliance requirements Providing inaccurate advice/ information.
Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Work instructions in place and checklists used when assessing the application. Consideration of the application within the statutory timeframes. Compliance of the proposal with LPS2, R-Codes, Bushfire Guidelines, Oakebella Estate Local Structure Plan and relevant City policies. Liaising with the applicant throughout the application process.
Rating (after treatment)	Low

15.2 ADOPTION OF LOCAL DEVELOPMENT PLAN – OAKEBELLA STAGE 3, LOT 9002 TAMBLYN PLACE, WELLARD

COUNCIL DECISION

424

MOVED CR S LEE **SECONDED CR M ROWSE**

That Council approves the Local Development Plan for Stage 3, Oakebella Estate, Lot 9002 Tamblyn Place, Wellard (as per Attachment B), pursuant to Clause 52(1)(a) of Schedule 2 – Deemed Provisions for Local Planning Schemes of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

CARRIED
6/0

Attachment A: Location Plan



Attachment B : Draft Local Development Plan



Legend

- Extent of Local Development Plan
- R25 Subject Lots
- R60 Subject Lots
- No Vehicle Access Permitted
- Primary Dwelling Orientation (where applicable)
- Footpath Alignment (Planned)
- Approximate Street Tree Location - Street Trees not to be removed or relocated by adjacent Lot Owners
- Uniform Fencing by Developer
- Vehicle Access Point

Endorsement Table

This Local Development Plan has been approved by Council under the provisions of the City of Kwinana Local Planning Scheme No. 2

Principal Planner _____

Date _____



Local Development Plan Provisions

1.0 GENERAL PROVISIONS

1.1 The requirements of the City of Kwinana Local Planning Scheme No. 2 and the Residential Design Codes (R-Codes) apply, unless otherwise provided below.

1.2 The following standards below constitute as 'deemed to comply' provisions of the R-Codes and do not require consultation with adjacent owners.

2.0 STREETSCAPE REQUIREMENTS

Lots Applicable	Location	Minimum Setback	Maximum Setback	Requirements
All Lots (excluding Lots 50-60)	Primary Street	3.0m	5.0m	• Averaging of the minimum (as per R-Codes C2.1 iii) is not permitted. • A porch, balcony, verandah or the equivalent may project not more than 1.0m into the primary street setback area, provided that the total of such projections do not exceed 50% of the frontage at any level. • For determining the maximum setback, facade elements or indentations are permitted to be setback greater than 5m where these constitute a minor proportion of the dwelling's front facade.
R60 Lots (Lots 50-60 only)	Primary Street	2.4m	5.0m	
R60 Lots	Laneway (and truncation where applicable)	1.0m	N/A	• Dwelling setback. • A studio or balcony located above a garage is permitted to have a nil setback to the laneway boundary.
All Lots	Secondary Street	1.0m	N/A	• Averaging of the minimum (as per R-Codes C2.1 iii) is not permitted.

2.1 Dwelling facades for all lots facing the primary street shall provide at least three of the following architectural design features and provide well-articulated facades by providing indentations and projections to the main building line as well as to the roof design (excluding Lots 50 to 60 which are not required to provide indentations and projections to the building line or roof design, but are required to provide at least three architectural design features):

a) A verandah or balcony which is a minimum 30% of the width of the façade (excluding garage or car port) and 1.5m deep with the longest portion parallel to the street;

b) A substantial entrance feature to pronounce the main entry to the dwelling such as a portico, open pergola, arbor, gate house or attached feature wall;

c) A roof feature such as gable-end, gambrel, dormer windows, window hood or architectural beams;

d) A feature material such as recycled face brick, corten steel, recycled/weathered timber, mini-orb, stone or light-weight cladding such as weatherboard;

e) Living area with substantial glazing (i.e. full height, overlooking the street or public reserve);

f) Features which provide articulation and interest such as, but not limited to: a chimney, feature blade wall or substantially sized planter box (minimum 4 course high);

g) Metal deck roof within a Building Code of Australia (BCA) classified solar absorptance of light or medium. Acceptable colours from the Colorbond range include: Surfmist, Paperbark, Evening Haze, Shale Grey, Dune, Windspray or Cove (similar colours form an alternative supplier may also be accepted);

h) Other features which add character and that are considered to be consistent with the theme may also be accepted.

3.0 LOT BOUNDARY SETBACK REQUIREMENTS

3.1 Buildings built up to lot boundaries (other than street boundaries):

Lots Applicable	Building Type	Minimum Setback	Requirements
R25 Lots	Ground level only	Nil	• One side boundary only. • Maximum length determined by front (Primary Street) setback and a minimum of 4m from the rear boundary, for lots with a side boundary length equal or greater than 25.0m (including truncation). • Maximum length determined by front (Primary Street) and rear setbacks for lots having a side boundary length less than 25.0m (including truncation). • Nil setbacks shall be positioned to maximise solar access to the dwelling where possible.
R25 Lots (with 12.5m frontage or less)	Ground level only	Nil	• A second nil side boundary setback is permitted for garages, this location is not required to be on the same side boundary as the dwelling setback
R60 Lots (Lots 43-49 only)	Ground level only	Nil	• Two side boundaries permitted. • Maximum length determined by front (Primary Street) and rear setbacks.
R60 Lots (Lots 50-60 only)	All levels	Nil	• Two side boundaries permitted. • Maximum length determined by front (Primary Street) and rear setbacks.

4.0 OPEN SPACE REQUIREMENTS

Lots Applicable	Minimum total % of site	Requirements
R25 Lots	35%	• Permitted where Outdoor Living Area (OLA) minimum area is 30m^2. • The OLA has a minimum 4m length or width dimension. • At least two thirds of the OLA must be uncovered. • The OLA is to be located behind the front setback area.
R60 Lots (Lots 43-49 only)	30%	• Permitted where OLA minimum area is 20m^2. • The OLA has a minimum 4m length or width dimension. • At least two thirds of the OLA must be uncovered. • The OLA is to be located behind the front setback area.
R60 Lots (Lots 50-60 only)	25%	• Permitted where OLA minimum area is 20m^2. • The OLA has a minimum 4m length or width dimension. • At least two thirds of the OLA must be uncovered and includes areas under eaves which adjoin uncovered areas. • The OLA is to be located behind the front setback area.

5.0 GARAGE SETBACK REQUIREMENTS

Lots Applicable	Setbacks	Minimum Garage Setback	Requirements
Lots 43-49 & 219-221	Primary Street	3.0m	• Not permitted forward of the dwelling alignment. • Can be aligned with the dwelling provided it does not exceed the garage minimum setback. • Shall be enclosed by a door.
All remaining lots without footpath located adjacent to lot boundary or footpath located greater than 0.5m from lot boundary	Primary Street	4.0m	
All remaining lots with footpath located adjacent to lot boundary or less than 0.5m from lot boundary	Primary or Secondary Streets	4.5m	
R60 Lots	Laneway	0.5m	• Shall be enclosed by a door.

6.0 BUILDING FORM REQUIREMENTS

Lots Applicable	Requirements
R60 Lots (Lots 50-60 only)	• Mandatory requirement for two storey dwellings (second storey element must be equal or greater than 60m^2 – including balcony). • The second storey facade shall not be setback greater than 5.0m from the primary street boundary. • Dwellings must be oriented to the adjoining primary street, with major openings located in the front facade at both floor levels. • No blank dwelling walls permitted to corner Lots 50 and 60 at both floor levels where they face the secondary street.

7.0 ACOUSTIC REQUIREMENTS

7.1 All dwellings on Lot 50-60 shall comply with the following requirements. Alternative construction methods will require the submission of an acoustic report by a suitably qualified acoustic consultant prior to the issue of a Building Permit, demonstrating compliance with AS / NZS 2107 to the satisfaction of the City.

Building Element	Requirements
a) Walls	• All walls are to be of double-brick cavity construction, minimum 90mm thick brick / 50mm cavity / 90mm thick brick: ○ Each brick must be laid with all joints filled solid with mortar; ○ Any alternatives are to satisfy R_w 50 airborne acoustic rating. • For the wall on the zero-lot boundary: ○ Cavity is to be kept clean so that the bricklayer is to work neatly and minimise mortar droppings and the like. Any mortar that drops onto the anti-vibration ties is to be cleaned off immediately; ○ The inside leaf of brickwork is to be finished with 13mm thick cement render (i.e. not direct stick plasterboard); ○ After completing construction of the wall and assuming the neighbouring lot is vacant, the wall is to be flush so that any mortar does not protrude the line of the brickwork.
b) Windows	• Windows to be minimum 4mm thick glass in high quality residential grade frame achieving minimum $R_w + C_{tr}$ 23 acoustic rating.
c) Roof / Ceiling	• Ceilings to be minimum 10mm thick plasterboard with R 2.0 insulation laid above, between the ceiling joists. • Alternative roof / ceiling construction to achieve minimum R_w 42. • Eaves are to be enclosed with minimum 4mm thick fibre cement sheeting.
d) Mechanical	• Any fans, air conditioning or the like, must be selected on the basis of quiet operation. • Air conditioning units are to be: ○ Roof-mounted on appropriate anti-vibration mounts and shall be located as central as practicable on the lot to maximise distance and line-of-sight to adjoining dwellings; or ○ Unit to be no more than 1.5m above ground level and located so that there is a dividing fence between dwellings (e.g. within alcove or rear courtyard).

8.0 FENCING REQUIREMENTS

8.1 Front fences within the primary street setback being visually permeable above 0.9m to a maximum height of 1.2m above natural ground level.

8.2 For secondary street boundaries, fencing shall be visually permeable above 1.2m behind the primary street setback, for a minimum length of 3m behind the truncation with a habitable room addressing the street.

8.3 Cohesive and consistent fencing is to be constructed by the developer along the front boundaries of Lots 50 to 60 with vehicle access from a rear laneway.

Oakebella

LOCAL DEVELOPMENT PLAN
Oakebella Stage 3, Wellard

An LWP Wellard Pty Ltd Project

scale: 1:2000@A3

0m 10 20m

plan: 15/007/042J
date: 12/02/2019
projection: PCG 94

designed: LM
checked: LM
drawn: BR

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Attachment C: Approved Local Structure Plan



Lots 503 & 504 Tamblyn Place and Lots 505, 507 & 900 Johnson Road, Wellard Local Structure Plan

15.3 Road Rehabilitation Strategy

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The purpose of this report is to seek Council adoption of the City of Kwinana Road Rehabilitation Strategy (RRS) as detailed at Attachment A.

The unprecedented growth in the City of Kwinana during the recent years has resulted in a substantial increase in the size of the road network and traffic volumes, particularly heavy vehicle traffic. This has, in turn, resulted in a need for more extensive and complex road rehabilitation activities. In addition, following the review of the City of Kwinana Road and Transport Asset Management Plan (RTAMP) and the Long Term Financial Plan (LTFP), a mismatch between the available funds and the renewal needs of the road network has become evident. As this mismatch prevents renewal activities from being carried out when ideally required, it is necessary to implement a strategy to prioritise funding for road renewals across the road network.

A project prioritisation methodology, which takes into consideration several influencing factors, has been developed to be used in selecting and prioritising road rehabilitation projects. The methodology will be the main functional component of the RRS and will be utilised in developing forward works plans, within the constraints of the LTFP.

OFFICER RECOMMENDATION:

That Council adopt the City of Kwinana Road Rehabilitation Strategy (RRS) as detailed at Attachment A.

DISCUSSION:

The City of Kwinana manages a large and growing road network, which requires investment to reduce the whole-of-life cost, and to ensure it remains a safe and efficient transport medium. As with many local authorities, the City of Kwinana investment in the road network, over time, has been less than required to meet renewal interventions when they have become due, resulting in a backlog of outstanding renewal works. While the investment over the period of the LTFP seeks to address this deficiency over the 20-year planning period, the first ten years of the LTFP maintains the funding deficiency.

As the City is unable to fund road renewals when they fall due, combined with a backlog of renewals, and a widening gap caused by accelerated road degradation as a concequence of missed renewals, it is necessary to develop a priority system to target road investment. Ideally, a prioritisation system will consider risk, with particular focus on the financial risk of pavement deterioration in some road categories that will not occur in other categories (roads carrying heavy vehicles deteriorate rapidly, if renewal targets are not met; roads carrying residential traffic only, have limited deterioration if intervention is delayed). Other considerations include opportunity for grant funding, effect on the economy, access to key infrastructure, and equity.

15.3 ROAD REHABILITATION STRATEGY

The following are the recommended criteria for prioritising road investment:

- Road Hierarchy
- Traffic volume and type
- Road condition rating
- External funding eligibility
- Functionality and strategic importance of the road
- Safety benefits
- Restricted Access Vehicles (RAV) network and Heavy vehicles
- Balanced Investment Apportionment

The recommended criteria generally prioritises roads that carry higher risks, and external funding in the form of road grants. However, the final criterion provides a mechanism to ensure there is an element of equity in road investment. The Balanced Investment Apportionment criterion is intended to allow some weight to be given to local access roads. Below is the length of the City's road network, by road hierarchy type, followed by the investment per kilometre of road renewals, over the past ten years. The disparity between the funding of roads points to a need to include the Balanced Investment Apportionment, to ensure the City's investment is used across all road types. However, it should still be noted that grant funding will continue to drive most of the City's road investment, which will continue to weigh investment to higher order roads and industrial roads.

Road Hierarchy and length.

Road Type	**Length of Road**
Access Road	335.5 km
Local Distributor Road	75.2 km
District Distributor A	26 km
District Distributor B	8.3 km
Regional Distributor Road	20 km

Road renewal investment over the past 10 years.

Road Type	**Average Expenditure Per Year**	**Road Length (Network)**	**Expenditure Per km of Road Network Per Year**
Urban	$1,000,000 (62%)	398 km (85%)	$2,500/km/year
Rural	$80,000 (5%)	40 km (9%)	$2,000/km/year
Industrial	$532,000 (33%)	27 km (6%)	$19,700/km/year

A description of each of the criterion, along with a summary of previous investments in the renewal of roads, and planned investments contained within the LTFP, are included within the RRS. A copy of the City of Kwinana Road Rehabilitation Strategy is included at Attachment A.

15.3 ROAD REHABILITATION STRATEGY

LEGAL/POLICY IMPLICATIONS:

There are no legal implications that have been identified as a result of this report or the recommendations. The RSS essentially determines Council's policy for road renewal investment. The RSS will be integrated into the RTAMP.

FINANCIAL/BUDGET IMPLICATIONS:

Over the past 10 years, the City's road network has increased by 60%, accompanying a 69% increase in population and a 72% increase in traffic. Over the same ten-year period, municipal funds invested into road renewals have reduced by 53%.

The introduction of the RRS will not change the planned investments over the life of the LTFP. The RRS will, however, guide the allocation of Council's investment into road renewals, in accordance with a Council adopted methodology.

ASSET MANAGEMENT IMPLICATIONS:

The RRS recognises the legacy and continuing under-spend on road renewals. Applying the RRS will not overcome the result of delayed renewals. Instead, the RRS will guide the allocation of limited funds to the renewal task. Importantly, while the RRS seeks to ensure some equity in the allocation of funds, it still weighs investment towards risk mitigation. Accordingly, the RRS prioritises grant opportunities and pavements where there is a risk of dramatic escalation in degradation (and associated later renewal costs).

ENVIRONMENTAL IMPLICATIONS:

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

STRATEGIC/SOCIAL IMPLICATIONS:

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

Plan	Outcome	Objective
Strategic Community Plan 2017-2027	A well maintained City	4.5 Actively improve the appearance of public areas and streetscapes throughout the City
Strategic Community Plan 2017-2027	A connected transport network	4.6 Provide a safe and efficient integrated network of roads, footpaths and cycle routes supported by a good public transport system

15.3 ROAD REHABILITATION STRATEGY

COMMUNITY ENGAGEMENT:

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

PUBLIC HEALTH IMPLICATIONS

This proposal has the potential to help improve the Built Environment including Neighbourhood Amenity and Community Safety.

RISK IMPLICATIONS:

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

Risk Event	Failure to adopt the Road Rehabilitation Strategy
Risk Theme	Inadequate road asset preservation practices
Risk Effect/Impact	Property
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Ensure the RRS is accurate, relevant and concise so that it is adopted by Council
Rating (after treatment)	Low

Risk Event	Lack of funding to rehabilitate road asset
Risk Theme	Ineffective management of available funding for
Risk Effect/Impact	Property/reputation/service delivery
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce (mitigate the risk)
Response to risk treatment required/in place	Evaluate projects and prioritise funding allocation to ensure funding is distributed efficiently
Rating (after treatment)	Low

15.3 ROAD REHABILITATION STRATEGY

COUNCIL DECISION

425

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

That Council adopt the City of Kwinana Road Rehabilitation Strategy (RRS) as detailed at Attachment A.

CARRIED
6/0

ATTACHMENT A

Road Pavement Rehabilitation Strategy

2019-2021





1. Objective

The City of Kwinana owns and maintains an extensive road network that requires rehabilitation, renewal or upgrade throughout the life of each road. Due to limited financial commitments and a backlog of renewal investments, it is necessary to implement a warrant or prioritisation system for the rehabilitation of road pavements. The warrant system is dependant on a number of factors, including road condition, road classification, location, traffic volume, and traffic type, balanced by the total available funding.

The primary objective of this document is to establish a methodology that can be used to prioritise road rehabilitation projects for funding and budgeting purposes. The parameters that are used in the methodology, including traffic data, road hierarchy, economic value and safety benefits, are weighted and given a score as part of the prioritisation process. In addition, various other internal and external plans, funding programs, policies and constraints, that influence project selection, are also taken into consideration in the process.

This strategy will be reviewed every 3 years to take into account changes in factors influencing the project prioritisation process, including funding programs, policies, asset management plans and the long term financial plan.

2. Introduction

The road network managed by the City of Kwinana consists of 465 km of roads, located in various rural, urban and industrial precincts. The road network as a whole is currently in a fair condition, however, high growth across Kwinana in recent years, coupled with increases in the volume of heavy traffic, and increasingly shrinking funding opportunities, will create challenges to maintaining the road network in a satisfactory condition in the future.

In the ten-year period between 2008 and 2018, the length of the City's road network has increased by 60%, from 280 km to 465km. This increase is mainly due to the growth in land development and resulting gifted assets, where roads assets constructed by developers are handed over to the City for management.

During the same period, the population in the City of Kwinana increased by 69%, from 26,482 to 44,791, and the average annual traffic volume across the road network has increased by 72%.

During the period between 2008 and 2018, the City's investment into road renewals has reduced by 53%.

The comparative changes in road network length, traffic volume, population and municipal funding, over the ten-year period between 2008 and 2018, are shown in Figure 1.1 below.

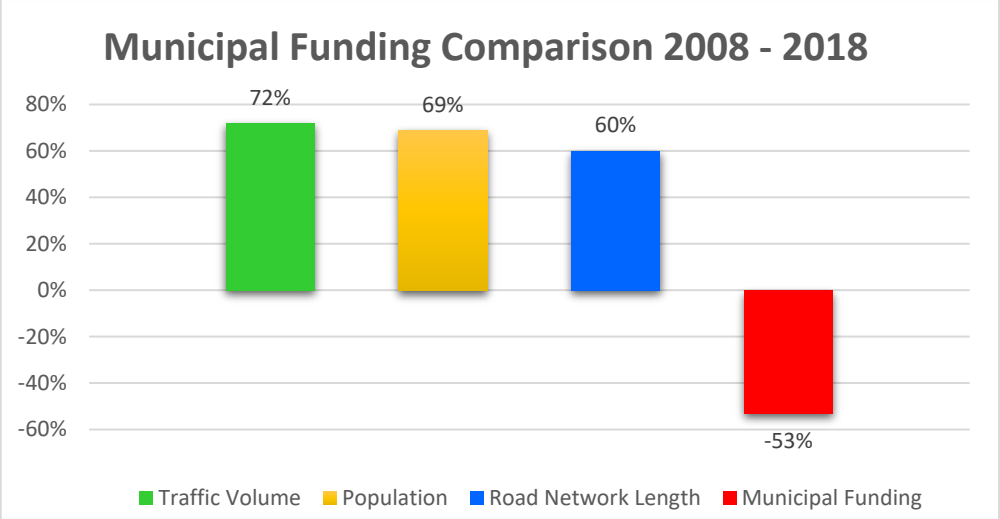


Figure 1.1

The effect of a growing network and growing traffic volumes, with a reducing investment, is the prevention of funding road renewals as they fall due, driving a need to implement a prioritisation system. It should be noted, however, the reduced municipal investment in road renewals weighs investment towards grant funding, which somewhat constrains Council's opportunity to influence road funding decisions.

3. Road Network

The road network managed by the City of Kwinana is 465 km long, and consists of a combination of rural, urban and industrial standard roads.

The material used in constructing the pavement, in the majority of the roads in the older parts of the City, particularly in Kwinana Beach, Medina, Orelia, Calista, Parmelia and parts of Leda, can be variable and sometimes substandard. The pavement thickness in these roads can also be variable along the length or width of the road pavement. These roads have mostly been constructed during the 1950's to 1970's to lower traffic loading standards, sometimes constructed from unsuitable pavement materials and without quality control. Substandard road design and construction methods may have also contributed to the poor quality of pavements in these roads. The poor quality of pavements, coupled with variations in material type and pavement thickness, can present challenges in selecting the optimum pavement rehabilitation method for these roads.

The size of the road network has historically expanded at an average rate of around 3% annually, until the City of Kwinana started experiencing a high rate of growth during the last 20 years or so, when the road network expanded at a significantly higher rate. The rapid rate of growth across Kwinana resulted in a rapid increase in the size of the road network, where the length of the road network increased by 60%, between 2008 and 2018, peaking in 2015/16 when 25.8km of new roads (approximately 10% of the total road network at the time) were gifted to the City by developers. The majority of the new roads are urban roads that have been constructed in new land developments.

The composition of the road network is shown in Table 1.1 below:

Type of Road	Length (km)
Rural	40
Urban	398
Industrial	27
Total	465

Table 1.1

A. Rural Roads

Rural roads are generally sealed roads with gravel shoulders and without kerbing or piped drainage. These roads mostly carry low volumes of traffic and, therefore, in the majority of cases, the useful asset life of the pavement in rural roads exceeds the design life of the pavement. The most common rehabilitation methodology used in rehabilitating rural road pavements consists of resurfacing the road with a single or sometimes double layer of chip seal. This is a cost effective treatment extending the road life by the life of the seal.

B. Urban Roads

Urban roads make up around 86% of the total road network. There are several different categories of urban roads, including access roads and various classes of distributer roads. Traffic volumes in these roads vary by a large margin, ranging from less than 100 vehicles per day for an access road, to more than 18,000 vehicles per day for a distributer road. The pavement rehabilitation methods for urban roads can also be quite variable, depending on the location of the road, age of pavement and traffic loadings. These methods can vary between simple overlay of the road surface with a new layer of asphalt, to complete reconstruction of the pavement.

C. Industrial Roads

The length of industrial roads is 27km, which is around 6% of the total road network. Industrial roads generally carry a high percentage of heavy vehicle traffic, and the volume of traffic in some of these roads can be very high. There has been a significant increase in heavy vehicle traffic volumes in some of the industrial roads during the recent past, mainly due to new developments in the Hope Valley and Kwinana Beach localities. As an example, the volume of heavy traffic using Anketell Road has increased by approximately 140% over the last ten years. The effect of repetitive heavy traffic loading on road pavements can be quite detrimental, requiring more frequent and costly pavement rehabilitation, and in most cases, the useful asset life of the pavement, in heavily used industrial roads, is well below the design life.

The rehabilitation methods for industrial road pavements is generally more costly due to the requirement for higher strength road pavements.

4. Road Rehabilitation Techniques

The type of road rehabilitation technique used for each road can be different from one road to another, and will depend of on several factors, including pavement material type, pavement thickness, failure mode, type of defects, road hierarchy, traffic type and volume, and road

surface condition. As part of the pavement design process, a suitable technique is selected for each road on a case-by-case basis, as there is not a ‘one size fits all’ solution.

When a road with significant defects has been identified, a detailed visual assessment and further testing, such as pavement profile excavations and falling weight deflectometer (FWD) testing, is undertaken. The results of the testing and visual assessment are used in selecting the most suitable pavement rehabilitation method.

Each road pavement will require some level of repair and treatment from time to time, throughout its life cycle. The cause/s of pavement failure, necessitating rehabilitation, can be one or several of the below factors:

- Traffic loading
- Subgrade strength
- Compaction
- Moisture ingress
- Pavement material
- Design
- Workmanship
- Cracking
- Pavement age

The main criteria to be considered when rehabilitating a road pavement is the adequacy of the existing pavement materials, profile of the pavement and composition of the pavement, to ensure that the design is fit for purpose to accommodate design traffic loads.

If pavement failures are not treated, they can become traffic hazards and safety risks. It is important to undertake the road rehabilitation work in a timely manner to minimise risk to safety, and to prevent spread of defects so that the road does not deteriorate to require costly road reconstruction interventions. Furthermore, delayed pavement rehabilitation results in a higher overall whole-of-life cost, through increased maintenance and renewal.

The pavement rehabilitation selection guide is depicted in Appendix A. There are five main methods used to rehabilitate road pavements within the City of Kwinana, which are explained below.

A. Resurfacing – Chip Seal

This method is used for rehabilitating rural roads that have an existing chip seal wearing course. In this method, a single layer of chip seal is generally laid over the existing road surface, which extends the asset life of the road wearing course by around 20 years. This resurfacing method is quite cost effective, with the cost being around \$10 to \$15/m^2.

Photograph 4.1 shows spreading of aggregate on the surface of a road that has been coated with bitumen, as part of a road resurfacing operation.



Photograph 4.1 – Spreading of aggregate on a road sprayed with hot bitumen

B. Resurfacing – Asphalt

This method is mostly used in resurfacing urban and industrial roads where there is either no kerbing or adequate kerb height to allow for a new layer of asphalt to be placed over the existing road surface without requiring kerb replacement. This method is not used when there is a significant amount of cracking or deformation in the road pavement. The cost of this treatment is around \$25/m^2 to \$30/m^2.

Photograph 4.2 shows spreading of asphalt by a paving machine on an existing road surface, prior to compaction.



Photograph 4.2 – Overlaying of asphalt over an existing road surface

C. Mill and Fill

The mill and fill method is the most commonly used method in rehabilitation of urban and industrial roads in the City. This option is predominately used when the existing pavement materials have sufficient and consistent layer thickness and there are no notable pavement deformations present, but the wearing course (asphalt surface) has defects, such as asphalt fatigue cracking, excessive oxidisation of asphalt, environmental cracking, flushing or ravelling.

This method involves partial or complete removal of the asphalt wearing course by profiling and replacing it with a new layer of asphalt. The cost of this treatment varies between $\$40/m^2$ to $\$50/m^2$, depending on the thickness of the profiled and replaced asphalt layer.

Photographs 4.3 and 4.4 show profiling (milling) of an existing asphalt road by profiling machine, and placement of new asphalt over the profiled section of the road.



Photograph 4.3 – Profiling (milling) asphalt road surface



Photograph 4.4 – Placement of asphalt in profiled section of a road

D. Stabilising

Rehabilitating pavements by stabilisation is becoming increasingly common, as it is proving to be a cost effective method in achieving high strength and more durability in pavements. This is partly due to major advancements in road stabilising technology in recent years, resulting in higher quality product and reduction in construction time and cost.

The most commonly used stabilisation methods in the City of Kwinana, and more broadly in the Perth metropolitan area, include emulsion or foam bitumen stabilisation. These methods are typically used to rehabilitate pavements with low strength, due to poor quality construction material, inadequate thickness, or when the pavement composition is unsuitable for the traffic loading. Stabilisation methods are also used when there is deformation defects, such as rutting, shoving, depressions, environmentally un-stable or structural (fatigue) cracking present.

The strength of pavement and useful asset life can be significantly increased by the stabilising method, where a combination of cement and either foam bitumen or emulsion is added to the road pavement, and compacted.

Stabilisation provides the opportunity for rehabilitation or reconstruction of existing pavement material, that otherwise has insufficient and/or inconsistent layer thickness. This method also allows for minor grade correction to improve surface water run-off, and drainage to eliminate puddles on the surface, as the stabilised pavement is graded prior to compaction. This method is considered to be a quicker and lower cost form of pavement reconstruction as the host pavement materials is recycled, resulting in a shorter construction period and less disruption to local residents and road users, in comparison to traditional pavement reconstruction methods. This method of pavement rehabilitation also results in improved pavement material properties, providing pavements suited to heavier loads, or providing a longer design life.

The cost of stabilising is around $\$60/m^2$ to $\$80/m^2$.

Photograph 4.5 shows the stabilising machine connected to a bitumen tanker.



Photograph 4.5 – Emulsion stabilisation

E. Reconstructing

This method of rehabilitation is very rare in the City, and it is only used when the condition of the pavement is so deteriorated that it cannot be rehabilitated by any other method. This method should be avoided if possible, as it is costly and requires longer construction time with extended road closures. The cost of pavement reconstruction can be around $100/m^2$.

Photograph 4.6 shows a traditional road reconstruction operation using a grader.



Photograph 4.6 – Road reconstruction

5. Funding

The average expenditure on road rehabilitation over the ten-year period, between 2008 and 2018, is around $1,820,000 per year, with total funding varying between $1.2m and $3.4m (the two years with high total investment are related to a one-off increase in the Roads To Recovery Federal Grant). The investment made by the City, in the form of municipal funds, is an average of $741,000 per year, with the investment over the ten years trending down to a 53% reduction in funding (the actual between the 2008 year and the 2018 year is a 56% reduction).

The total expenditure on road rehabilitation during the past ten years has been summarised in table 5.1 below:

Summary of Grant and Muni funding from 2008/09 to 2018/19

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
MRRG (excluding Blackspot)	274,882	416,639	172,933	106,660	530,842	792,605	797,048	835,713	749,422	749,949
Roads to Recovery	238,619	277,178	277,178	277,178	541,671	277,178	277,178	1,434,491	1,059,398	647,000
Muni funding	851,034	871,985	1,427,961	889,763	276,795	477,520	596,675	1,175,702	444,711	374,975
Total	**1,364,535**	**1,565,802**	**1,878,072**	**1,273,601**	**1,349,308**	**1,547,303**	**1,670,901**	**3,445,906**	**2,253,531**	**1,771,924**

	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
% Urban	81%	64%	47%	69%	55%	46%	74%	73%	62%	52%
% Industrial	18%	11%	49%	26%	44%	42%	26%	27%	38%	48%
% Rural	0%	26%	3%	6%	2%	12%				
	100%	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**	**100%**

Table 5.1 – City of Kwinana and external funding sources for road rehabilitation projects 2008/09 to 2017/18

5.1. Funding Sources

The funding for road rehabilitation projects is generally sourced from the City of Kwinana's own municipal funds, State Government Metropolitan Regional Road Group (MRRG) grant funds, Federal Government Roads To Recovery (RTR) funding program, or the private sector, ie developers.

A. City of Kwinana's Own Funding

The City of Kwinana funding contribution to road rehabilitation is sourced from municipal funds. The average annual City of Kwinana own funding amount over the ten-year period between 2008 and 2018 has been around $741,000 per year.

B. Metropolitan Regional Road Group (MRRG) - Road Rehabilitation Grant Funding

The MRRG Rehabilitation grant scheme is a State Government funding program administered by Main Roads Western Australia (MRWA). The purpose of the funding program is to provide funding contribution to Local Government projects when undertaking pavement rehabilitation work on roads that are classified as Regional Distributer, Distributer A and B, and Local Distributer.

The following criteria apply to all roads when they are being considered for MRRG rehabilitation grant funding:

(a) All Regional Distributer and District Distributor A and B roads are eligible for funding with no required minimum number of vehicles per day (vpd);

(b) All Local Distributor roads carrying greater than 2,000 vpd are eligible for funding. Local Distributors that carry less than 2,000 vpd, but have a calculated Equivalent Standard Axles (ESA) design traffic volume for a 20 year life, of greater than 1 x 10^6, are also eligible for funding;

(c) Access Roads are not eligible for funding;

(d) A pavement investigation and design is required for each funding application.

If a road identified for rehabilitation meets the MRRG funding criteria, the City can apply for grant funding under the MRRG road rehabilitation program. As part of this funding program, 2/3 of the project cost is funded by MRRG and 1/3 by the Local Government. The maximum grant funding available for each Local Government is $750,000 per year. This amount has remained unchanged during the past ten years, other than during the 2013-14 financial year, where there was a one-off increase to $850,000.

C. Roads To Recovery (RTR) Funding

The Roads To Recovery funding program is managed and administered by the Federal Government, Department of Infrastructure, Regional Development and Cities. Through this program, funding assistance is provided to all Local Governments across Australia for road asset preservation purposes, including road maintenance and construction.

The RTR program is generally a five-year rolling funding program, where a set amount of funding is provided to each Local Government, based on the size of the Local Government's road network.

The average annual funding received from the RTR funding program is $517,000 per year.

D. Private developers

As part of the conditions applied to some developments, under the City of Kwinana's Development Contribution Scheme, some roads in the vicinity of new developments are upgraded or resurfaced. These projects are either jointly funded by the City of Kwinana and the developers, or wholly funded by the developers.

5.2. Long Term Financial Plan

The latest City of Kwinana Long Term Financial Plan was adopted by Council in December 2018. The level of funding allocated for road rehabilitation projects in the first ten years of the LTFP is summarised in Table 5.2 below:

Road rehabilitation funding allocation in Long Term Financial Plan

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 10
2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2029/2030
1,585,000	1,585,000	1,895,153	2,335,000	2,335,000	2,335,000	2,335,000	2,335,000	2,335,000	2,335,000	2,335,000

Table 5.2 – Extract from LTFP, road rehabilitation funding between 2020/21 to 2029/30

The level of funding allocated for road rehabilitation work in the Long Term Financial Plan (LTFP) has been determined by budgetary constraints rather than asset management needs. There is a

difference between the allocated funding in the LTFP, and predicted funding requirement in the Roads Asset Management Plan, indicating underfunding for road rehabilitation projects over the first ten years.

It is therefore important to implement an effective funding prioritisation methodology to ensure that the limited allocated funding for road rehabilitation in the LTFP is utilised in the most strategic manner.

6. Factors Influencing Funding Prioritisation

There are a number of factors that influence the prioritisation of road rehabilitation projects for funding. Some of these factors are external to the City of Kwinana, and some are internal (e.g. the availability of funding or the strategic relevance of a road). In order to prioritise projects with competing influencing factors, it is necessary to use a scoring system, with each influencing factor scored. After applying the cumulative score of each project, a priority can be determined.

These factors are grouped into eight different categories, as listed below:

A. Road Hierarchy
B. Traffic volume and type
C. Road condition rating
D. External funding eligibility
E. Functionality and strategic importance of the road
F. Safety benefits
G. Restricted Access Vehicles (RAV) network and heavy vehicle routes
H. Balanced investment apportionment

For a project to be funded, it will be assessed against each criterion and scored. Each criterion is weighted based on its relative importance, and a ranking is then determined to set the project priority. Appendix B includes the prioritisation worksheet. Each project identified in the forward works program will be reassessed annually, to confirm the relative ranking and to account for funding priority changes derived through the Long Term Financial Plan.

A. Road Hierarchy

All gazetted roads in Western Australia are classified into different categories in accordance with the MRWA road classification and hierarchy. Roads vary considerably in their role across the State. To promote effective and efficient traffic management, MRWA, in consultation with Local Governments, in the early 1990s, developed a Road Hierarchy to designate the role of all roads, and to encourage uniform traffic management of roads of the same type. The hierarchy was based on the “separate functions” principle, set out in the (then) State Planning Commission’s policy statement on road classification for urban planning purposes.

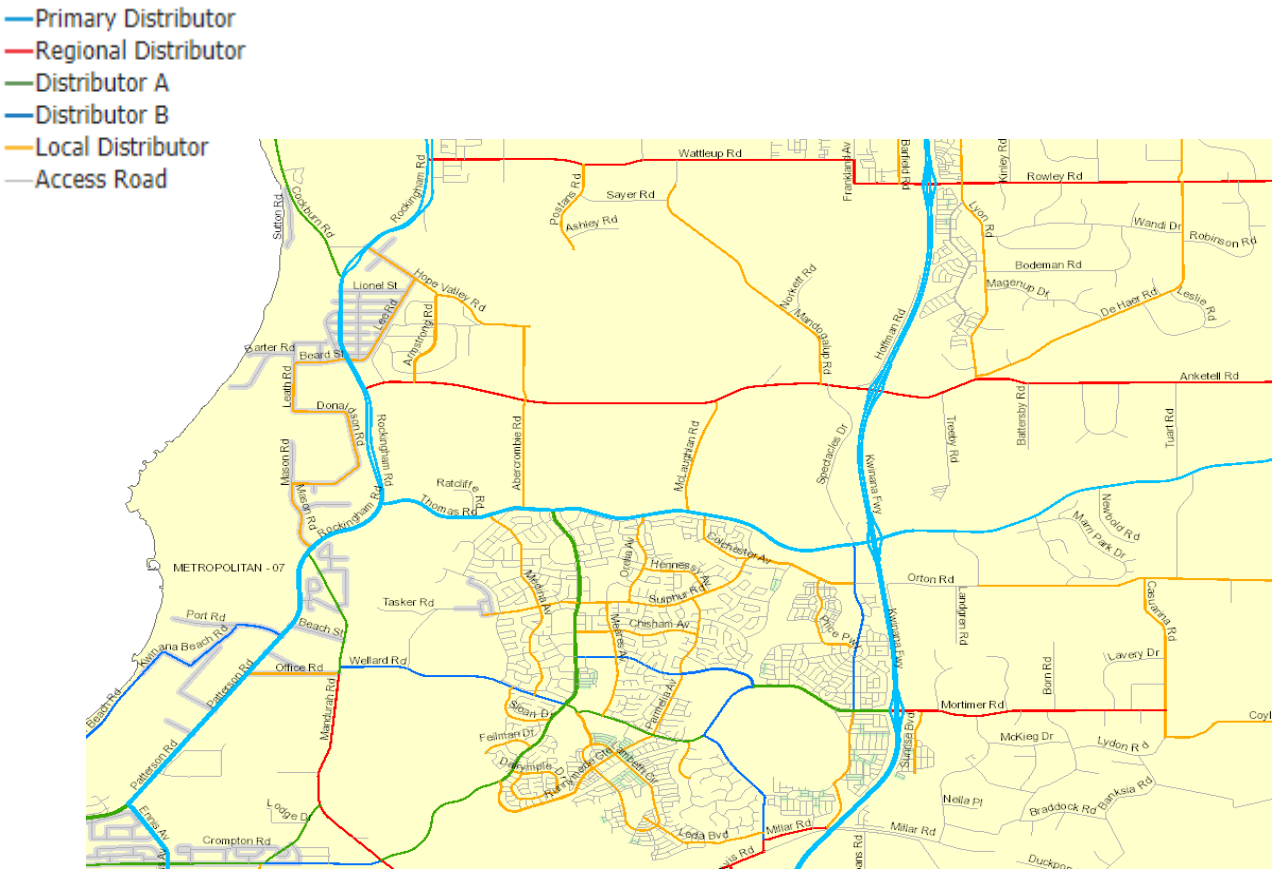
The Western Australian Road Hierarchy covers approximately 149 000 kilometres of State and Local Government roads. A total of 139 Local Governments manage approximately 131 000 kilometres of that network. Main Roads directly manages approximately 18 000 kilometres of roads. These are ‘freeways’, ‘highways’ and ‘main roads’, collectively known as State Roads, and are designated as “Primary Distributor” roads in the hierarchy.

The length of various roads managed by the City based on Hierarchy, are shown in the Table 6.1 below.

Road Hierarchy	Length
Access	335.5 km
Local Distributor	75.2km
District Distributor A	26.0 km
District Distributor B	8.3 km
Regional Distributor	20.0 km
Total	465.0 km

Table 6.1 – Road lengths by hierarchy

The classifications of Distributor Roads within the City of Kwinana are shown on the map below:



The ability of roads to perform their role can be improved significantly by using suitable treatments when the pavement is rehabilitated.

Road Hierarchy Categories

The Road Hierarchy consists of six types of roads, as follows:

I. **Primary Distributor:** Provide for major regional and inter-regional traffic movement, and carry large volumes of generally fast moving traffic. Some are strategic freight routes, and all are State Roads. These roads are generally managed by MRWA.

II. **Regional Distributor:** Roads that are not Primary Distributors, but link significant destinations, and are designed for efficient movement of people and goods within and beyond regional areas. These roads are generally managed by Local Government.

III. **District Distributor A:** District Distributor roads connect built up land cells, generally not running through cells, forming a network grid. These roads are ideally located around 1.5 kilometres apart in the grid. District Distributer A roads carry traffic between industrial, commercial and residential areas, and generally connect to Primary Distributors. These are likely to be truck routes, and provide only limited access to adjoining property. These roads are managed by Local Government.

IV. **District Distributor B:** These roads perform a similar function to type A District Distributors, but with reduced capacity due to flow restrictions caused by frequent property accesses and roadside parking, in many instances. These are often older roads, with a traffic demand in excess of that originally intended.

V. **Local Distributor:** Local Distributor roads carry traffic within a cell, and link District Distributors or Primary Distributors to Access Roads. Local Distributors should be designed to discourage through traffic from using the road, so that these roads are only used by traffic generated from the cell.

VI. **Access Road:** Provide access to abutting properties with safety aspects having priority over the vehicle movement function. In urban areas, these roads are bicycle and pedestrian friendly, with aesthetics and amenity important. Access Roads are managed by local government.

VII. **Cul-de-sac:** Cul-de-sac roads are “dead-end” roads servicing a very small number of properties. While cul-de-sac roads are part of the Access Road hierarchy, they have been separated into their own category due to the lower traffic volumes.

The scoring of the hierarchy is in accordance with the rank of the hierarchy, as shown in Table 6.2 below:

Type of Road	Score
District Distributor A	5
District Distributor B or Regional Road	4
Local Distributor	3
Access Road	2
Cul-de-sac	1

Table 6.2 – Road hierarchy scores

B. Traffic Volume and Type

The volume of traffic across the City of Kwinana road network has increased by 72%, on average, during the ten-year period between 2008 and 2018. It is predicted that traffic volumes will continue to increase at a similar rate for several more years into the future, as the population of the City of Kwinana continues to grow.

I. Traffic Survey

Assessing the impact of traffic on the road network is an important consideration for the City of Kwinana. In order to better understand the impact of traffic on the road network, and undertake pavement design, traffic management, forward planning etc, a continuous traffic survey program is implemented for the purpose of traffic data collection.

As part of this program, select locations are surveyed at regular intervals, for example, all district and local distributer roads are surveyed at least once each year, with other select access roads surveyed once every two to three years.

The City of Kwinana's own traffic counters are used to collect traffic data across the road network. The data collected includes traffic volume, operating speeds and type of vehicles (i.e. axle configuration).

The collected traffic data is analysed and used in selecting an appropriate score in the prioritisation worksheet, refer Table 6.3.

II. Accredited Mass Management Scheme (AMMS)

The AMMS is a concessional loading scheme regulated by MRWA, allowing Restricted Access Vehicles (RAVs) to load axle groups over and above the General Mass Limits (GML) by up to an additional 3.5 tonnes per triaxle group.

The AMMS was developed, in consultation with the Ministerial Heavy Vehicle Advisory Panel, to provide the transport industry with a more flexible concessional loading scheme that allows transport operators access to concessional mass limits. Concessional loading permits are issued by MRWA to transport operators under AMMS, allowing the operator to overload heavy vehicles. Currently, in order to be allowed to operate a concessional load, the road authority responsible for the road has to approve the inclusion of the particular road on the AMMS network.

The City of Kwinana, in particular the Kwinana Industrial Area, is located in the Western Trade Coast, which is an industrial hub serving the energy, minerals and agricultural industries. As industrial activity in the area has grown, there has been a corresponding increase in heavy vehicles and RAVs travelling along roads managed by the City of Kwinana. The AMMS is becoming a favoured scheme for the transport industry, as it provides significant benefits, such as, increased payloads, improved cost efficiencies, reduction in vehicle trips, reduction of accident exposure, improved safety, reduced downtime and overall increased productivity.

Overloading of vehicles under the AMMS is detrimental to the road pavement as additional axle loading accelerates deterioration of the road pavement, and can result in premature cracking of road surfaces, resulting in additional road maintenance cost. Since 2018, the City of Kwinana has been recovering some of the additional road maintenance cost due to damage caused by concessional loading operations, by entering into legal agreements with transport operators each time a concessional loading application is processed. Through these legal agreements, the City of Kwinana has been able to collect an equivalent amount to the marginal cost of damage to the pavement. The unit rate that is applied in the legal agreements for the concessional loading marginal cost is currently $0.175/ESA.km.

The collected traffic data will be used in selecting an appropriate score for the traffic factor in the worksheet, as shown on Table 6.3 below:

Traffic Volume/Type	Score
Bus Route	1
Concessionally loaded vehicle route	1
Volume of commercial vehicles is greater than 15%	2

Table 6.3 – Traffic volume/type scores

C. Road Condition Rating

The existing condition of a road is one of the most important factors in determining the timing for undertaking rehabilitation work, and prioritisation of funding. As part of the City's road condition assessment, all of the Distributer Roads older than five years are inspected and assessed every three years. All other roads are surveyed every five years.

Following the survey, the surface condition of each road is rated between one and five in accordance with Road Asset Maintenance Management (RAMM) guidelines. The score given to each road in the prioritisation worksheet for road condition factor is basically the same number as the condition of the particular road as assessed during the survey. For example, a road in 'very poor' condition, rated as condition five, will be given a score of five points in the worksheet.

The score for the road condition in the prioritisation worksheet can be selected from Table 6.4 below:

Road Condition	Score
Excellent	1
Good	2
Average	3
Poor	4
Very Poor	5

Table 6.4 – Road condition scores

D. External Funding Eligibility

The eligibility for external funding will increase the priority of a project within the list of projects, depending on the likelihood of attaining a grant or other contribution.

When evaluating a project for funding eligibility factor, use the table below is used to select an appropriate score.

Type of External Funding	Score
Federal Black Spot or Developer Contribution – 100% funded	5
MRRG road rehabilitation grant – 2/3 funded	4
Government/private sector funded • 31 to 50% • 16 to 30% • Up to 15%	 3 2 1

Table 6.5 – External finding eligibility score

E. Functionality and Strategic Importance of Road

In this category, the location and functionality of a road, in terms of providing access to significant sites and connectivity between strategic nodes, is evaluated to determine the strategic importance of a road. These sites would typically include schools, transport hubs, commercial precincts, recreational areas, sporting facilities, medical centres and industrial sites. Due to the broad criteria that determine the strategic relevance of a road, there is an element of subjectivity to the score. However, consideration will be given to such factors as the economic value of serviced business, the number of students, in the case of a school, or the hierarchy of a sporting precinct.

Depending on the strategic importance of the sites accessed by the road, and connectivity with other significant nodes, an appropriate score can be selected from Table 6.5 below:

Functionality and Strategic Importance of Road	Score
Highly beneficial	5
Beneficial	3
Minor benefit	1
Neutral	0

Table 6.6 – Functionality and strategic importance score

F. Safety Benefits

In evaluating the safety benefits of a proposed road project, crash data for the road can be obtained and analysed. In the event that there have been accidents on a particular road where the road surface condition is considered to be a contributing factor to the accident, a safety benefit score will be added to the project based on the highest consequence type for accidents in the preceding five years. Table 6.6 below lists the scoring for consequence type for a surface improvement:

Outcome of accident	Score
Fatality	5
Hospitalisation	4
Medical Treatment	3
Damage to Property	2

Table 6.6 – Safety benefits score

G. Restricted Access Vehicle (RAV) Network and Heavy Vehicles

There are several types of RAVs operating within the City of Kwinana, and each have different performance characteristics, require a different amount of road space when operating and have different impacts on existing infrastructure. To address these requirements, MRWA Heavy Vehicle Services works collaboratively with Local Governments to establish a number of suitable state-wide networks, known as RAV networks, which provide access for various types of RAVs.

A Restricted Access Vehicle (RAV) is a vehicle that alone or together with any load, exceeds one or more of the following limits:

- A mass limit as prescribed in the Road Traffic (Vehicles) Regulations;
- One of the following dimension limits:
    - Width of 2.5m;
    - Height of 4.3m;
    - Length of 12.5m in the case of a motor vehicle that is not part of a combination; or
    - Length of 19m in the case of a combination.

MRWA is responsible for administering road access for RAVs in Western Australia. RAVs can only operate on roads approved by MRWA, under either an order (notice) or a permit. Local Government are key partners in the shared responsibility for the safe and efficient access of RAVs within Western Australia and manage the majority of RAV networks. MRWA policy requires support from the relevant road asset owner to be obtained before a road or a portion of a road is added to a RAV network. This is to ensure the Local Government supports the use of longer or wider vehicles, and the encouragement of more heavy vehicles along a particular route.

The Figures below shows the approved RAV networks within the City of Kwinana, as of January 2019.

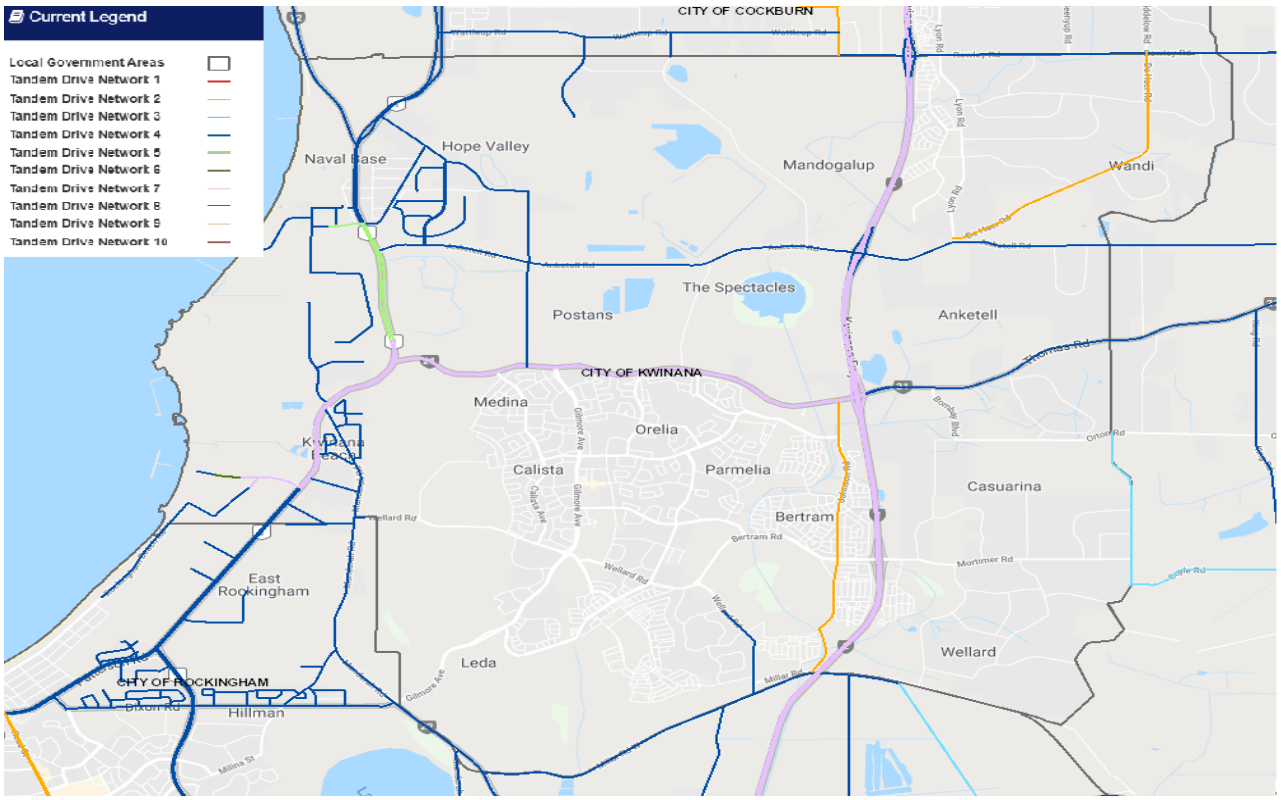


Figure 6.1 - Tandem Drive RAV Network 2 to Network 7

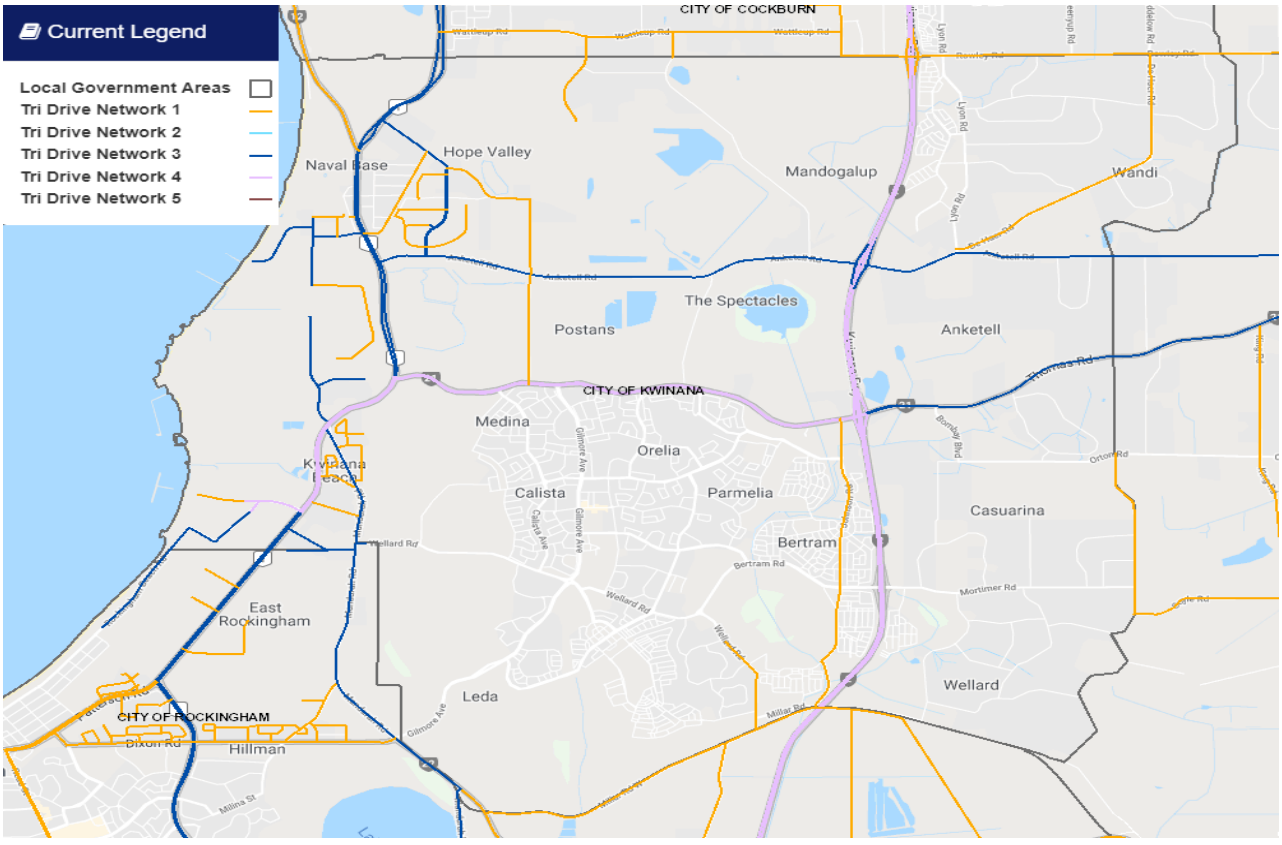


Figure 6.3 - Tri Drive RAV Network 1 to Network 5

Due to the concentration of heavy vehicles on the RAV network, and the extra road dimensions needed to accommodate RAV vehicles, the whole-of-life cost of the RAV network is higher than a non-RAV road with the same hierarchy classification. In addition, the concentration of heavy vehicles also results in rapid acceleration of pavement deterioration where road renewal targets are not maintained, or where a defect occurs in the road. Accordingly, it is appropriate to recognise the need to allocate some priority to the RAV network. The scores to be allocated to the roads that form part of the RAV networks are shown on the Table 6.7.

RAV Network	Score
RAV 7	5
RAV 6	4
RAV 5	3
RAV 2 to 4	2
Not RAV approved	0

Table 6.7 – RAV Network scores

H. Balanced Investment Apportionment

It is likely that evaluation of roads under several of the previous categories, particularly Road Hierarchy, Traffic Volume and Type, and RAV Networks, can weigh funding towards higher order industrial roads, at the expense of lower order roads, including local access roads. This will be due to the significantly higher total score that will result for higher order roads based on Road Hierarchy, Traffic volumes and RAV networks. The resulting under-investment in lower order and local roads may not be desirable within the community.

In order to ensure that there is a level of equity and balance in distribution of funding over the entire road network, the scoring of the Balanced Investment Apportionment category can be used to achieve a more equitable allocation of funds between the various types of road. The Balanced Investment Apportionment category will be allocated as a score between one to ten, to adjust the outcome of the remainder of the scores, to result in a more equitable allocation of investment (i.e. outside of projects that are prioritised through availability of external grant funding, this score will be used to ensure local roads, and similar lower order roads, are also included in the City's road renewal program).

7. Summary

The road network in the City of Kwinana is currently in a fair condition, however, parts of the road network are nearing the end of their useful asset life. The continued high growth across the City of Kwinana has resulted in unprecedented increases in traffic volumes, particularly heavy traffic on regional and district distributer roads. The increased loading on pavements due to a high volume of heavy traffic, coupled with aging pavements and an expanding road network, is creating challenging conditions for investing in the road network, to maintain the network in a satisfactory condition.

It is, therefore, important that a methodology be implemented to evaluate road rehabilitation projects to prioritise the funding distribution for projects. The proposed methodology in this document should be reviewed regularly, as new financial and asset data becomes available.

Road Rehabilitation techniques.

Below is a selection table listing relevant pavement rehabilitation treatments based on the predominant defect identified, which have been used to renew and upgrade pavements within the City of Kwinana.

	< 500vpd				500-2000 vpd				> 2000vpd			
	Stripping	Cracking	Pumping fines	deformation or defects	Stripping	Cracking	Pumping fines	deformation or defects	Stripping	Cracking	Pumping fines	deformation or defects
Rural Roads - Slag present in pavement layers			N/A				N/A				N/A	
Rural Roads - No Slag present in pavement layers			N/A				N/A				N/A	
Rural Road Intersections and cul de sacs												
Urban Local Roads - Slag present in pavement layers	N/A				N/A				N/A			
Urban Local Roads - No Slag present in pavement layers	N/A				N/A				N/A			
Industrial Roads - Slag present in pavement layers	N/A				N/A				N/A			
Industrial Roads - No Slag present in pavement layers	N/A				N/A				N/A			
Industrial Roads - with Concessionally loaded	N/A				N/A				N/A			

Rural Road Rehabilitation Treatments

	Undertake sand patch replacement test to determine stone size, Spray Seal using S45R Crumb Rubber Binder (No Cutter) at a rate of 2.10 l/m². Seek seal design from Contractor
	Undertake sand patch replacement test to determine stone size, Overlay existing pavement with Spray Seal using Hot Bitumen Binder (No Cutter), 1 or 2 coat emulsion primer. Seek seal rate and design from Contractor
	Undertake sand patch replacement test to determine stone size, Seek seal design from Contractor Slag - Spray Seal using S45R Crumb Rubber Binder (No Cutter) at a rate of 2.10 l/m², overlay with 40mm AC10 DGA 75 Blow. No Slag - Spray Seal using Hot Bitumen Binder (No Cutter) or Emulsion, overlay with 40mm AC10 DGA 75 Blow.
	Profile 40-70mm, Apply 7mm emulsion primer seal & corrector course 20-30mm Thick 5-7mm Stone SMA with Low In-Situ Voids (3-7%Voids) 50 Blow. The wearing course of 30-40mm AC10 DGA 75 Blow
	Reconstruction or dry mix existing pavement material with Stabiliser, Waterbind and compact. Resurface with 2 Coat Spray seal, Seek seal design from Contractor. Intersections and Cul de sacs with 7mm emulsion primer seal & wearing course of minimum 40mm AC10 DGA 75 Blow

Urban Local Road Rehabilitation Treatments

	Profile 40mm, Apply 7mm emulsion primer seal & resurface with 40mm Thick 10mm Stone SMA with Low In-Situ Voids (3-7%Voids) 50 Blow.
	Profile 40mm, Apply 7mm emulsion primer seal & resurface with wearing course of 40mm AC10 DGA 75 Blow
	Profile 40-70mm, Apply 7mm emulsion primer seal & corrector course 20-30mm Thick 5-7mm Stone SMA with Low In-Situ Voids (3-7%Voids) 50 Blow. Then wearing course of 30-40mm AC10 DGA 75 Blow. Patch pavements where necessarry
	Profile 20-30mm of existing asphalt, Emulsion or Foam Bitumen stabilisation up to 150mm (2-3% bitumen and 0.5-1.0% cement), then resurface with 30-40mm AC10 DGA 75 Blow
	Profile 20-40mm of existing asphalt, Emulsion or Foam Bitumen stabilisation 200-250mm (2-3% bitumen and 0.5-1.0% cement), then resurface with minimum 30mm AC10 DGA 75 Blow

Industrial Road Rehabilitation Treatments

	Profile 50mm, Apply 2 coat of 7mm emulsion primer seal & resurface with wearing course of 50mm AC10 DGA 75 Blow or A15E PMB
	Profile 50-70mm, Apply 2 coat of 7mm emulsion primer seal & corrector course 20-30mm Thick 5-7mm Stone SMA with Low In-Situ Voids (3-7%Voids) 50 Blow. Then wearing course of 40mm AC10 DGA 75 Blow or 30-40mm A15E PMB 10mm stone 75 Blow.
	Profile 20-30mm of existing asphalt, Emulsion or Foam Bitumen stabilisation up to 150-200mm (2-3% bitumen and 0.5-1.0% cement), then resurface with minimum 40mm A15E PMB 10mm stone 75 Blow. Regrade where necessary.
	Profile 20-40mm of existing asphalt, Emulsion or Foam Bitumen stabilisation 200-300mm (2-3% bitumen and 0.5-1.0% cement), then resurface with minimum 40-50mm A15E PMB 10mm stone 75 Blow. Regrade where necessary.

Project	Surfacing	Project Funding					Quality Measure				Unit Cost Measure						TOTAL Score (Score out of 100)
			Traffic Volume (vpd)	Traffic adjusted score	Road Hierachy	Road Hierachy Score	School, Industrial area or Commercial centre	Safety benefits or Strategic Project	External funded	RAV Network	Equiv Length of treatment (km)	Unit Cost ($/km)	Proposed Treatment. In accordance with guideline and Level of Service.	Balanced Investment Apportionment Score out of 20	RAMM Section Rating	Grants/External Funds Source/Comments	
CHANDLER CLOSE (421)	Single Seal	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0.0	250.00	343,000	Rehabilitation	10	5		50.0
BATTERSBY ROAD (215)	Slurry Seal	R2R	4000	3.8	Access Road	2	3.0	3.0	3.0	0.0	1,105.00	119,000	Resurface (structural index 1)	-	5		40.0
BEACHAM CRESCENT (17)	Dense Graded Asphalt	R2R		0.0	Access Road	2	1.0	0.0	0.0	0.0	290.00	119,000	Resurface (structural index 1)	15	5		55.0
BEADMAN COURT (56)	Asphalt (obsolete))	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0.0	70.00	119,000	Resurface (structural index 1)	10	5		50.0
BICKNER WAY (251)	Asphalt (obsolete))	R2R		0.0	Access Road	2	0.0	0.0	0.0	0.0	610.00	119,000	Resurface (structural index 1)	15	5		55.0
BURKE PLACE (119)	Stone Mastic Asphalt	R2R		0.0	Access Road	2	0.0	0.0	0.0	0.0	140.00	119,000	Resurface (structural index 1)	-	5		40.0
BURTENSHAW WAY (72)	Dense Graded Asphalt	R2R		0.0	Access Road	2	0.0	0.0	0.0	0.0	280.00	119,000	Resurface (structural index 1)	-	5		40.0
COWCHER WAY WEST (13)	Asphalt (obsolete))	R2R		0.0	Access Road	2	1.0	0.0	0.0	0.0	288.00	119,000	Resurface (structural index 1)	10	5		50.0
DENT COURT (98)	Asphalt (obsolete))	R2R		0.0	Access Road	2	0.0	0.0	0.0	0.0	170.00	343,000	Rehabilitation	-	5		40.0
ELMSLIE STREET (80)	Dense Graded Asphalt	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0.0	300.00	343,000	Rehabilitation	15	5	Urgent project	55.0
FIDLER COURT (328)	Asphalt (obsolete))	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0	60.00	343,000	Rehabilitation	10	5		50.0
GAMBLIN WAY (249)	Asphalt (obsolete))	R2R		0.0	Access Road	2	0.0	0.0	0.0	0	230.00	343,000	Rehabilitation	15	5		55.0
HENRY STREET (A) (727)	Dense Graded Asphalt	R2R		0.0	Access Road	2	3.0	0.0	0.0	0	260.00	343,000	Rehabilitation	10	4		42.0
HUNT PLACE (244)	Asphalt (obsolete))	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0	130.00	343,000	Rehabilitation	-	4		32.0
JACQUES PLACE (106)	Stone Mastic Asphalt	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0	110.00	343,000	Rehabilitation	15	4		47.0
JOINER PLACE (246)	Asphalt (obsolete))	R2R		0.0	Cul de sac	1	0.0	0.0	0.0	0	140.00	343,000	Rehabilitation	10	3		34.0
KEMMISH AVENUE (248)	Stone Mastic Asphalt	R2R		0.0	Access Road	2	0.0	0.0	0.0	0	330.00	119,000	Resurface (structural index 1)	15	3	Move to RRG if possible	39.0
KIRKUS ROAD (30)	Dense Graded Asphalt	R2R		0.0	Access Road	2	1.0	0.0	0.0	0	430.00	119,000	Resurface (structural index 1)	10	3		34.0
LACEY COURT (355)	Asphalt (obsolete))	R2R		0.0	Access Road	2	0.0	0.0	0.0	0	130.00	119,000	Resurface (structural index 1)	-	3	resurfacing urgent	24.0
LANGRIDGE CRESCENT (83)	Stone Mastic Asphalt	R2R		0.0	Access Road	2	1.0	0.0	0.0	0	150.00	119,000	Resurface (structural index 1)	15	2		31.0

15.4 Proposed Revised Kwinana City Centre Master Plan – Adoption for Public Advertising

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The City adopted the current City Centre Master Plan and Design Guidelines document in 2009. The document is now in need of review to update it to reflect recent development approvals and current planning practice. The City appointed Hames Sharley Architects to review the document and develop a revised Master Plan. The Master Plan represents the first stage of a review of the planning framework for the Kwinana City Centre.

The revised Master Plan sets out a vision for a vibrant, mixed use centre and provides for a diverse range of uses developed along a network of key pedestrian scale streets through the City Centre. The proposed revised Master Plan represents the first stage in the update of the planning framework in line with current planning practice. This report highlights the key differences to the current Masterplan and incorporates links to recently adopted policies relevant to the Kwinana City Centre.

City Officers present this report to seek Council's endorsement of the revised Master Plan for the purposes of public consultation. City Officers have prepared a comprehensive program of consultation to landowners and other stakeholders. City Officers recommend that Council resolve to adopt the proposed revised Master Plan for the purposes of advertising as per the Officer Recommendation.

OFFICER RECOMMENDATION:

That Council:

1. Adopts the revised City Centre Master Plan as detailed in Attachment A for the purposes of public advertising.
2. Endorses the following consultation strategy to advertise the revised City Centre Master Plan:
    a. Call for submissions for a minimum period of 42 days;
    b. Write to affected landowners and occupiers within and adjacent to the City Centre Master Plan area;
    c. Write to government agencies and utility providers;
    d. Information displays to be placed at the Darius Wells Library and Resource Centre, Kwinana Recquatic and the City Administration building;
    e. A public notice to be published in newspapers circulating the district;
    f. A public notice to be placed on the City's website;
    g. Publication of a media release; and
    h. Two public information sessions to be held (daytime and evening) to allow for explanation and comment on the revised Master Plan.
3. Require a report back to Council that details the submissions received during the advertising period and make a recommendation that the revised City Centre Master Plan be either adopted with or without modification or to not proceed.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

DISCUSSION:

Background

In 2009, the City adopted the current revision of the Kwinana Town Centre Master Plan and Design Guidelines (Master Plan). The document sets out the vision for the development of the City Centre, illustrating the layout of the urban form, how new built form should be designed and the design guidance for the public realm. The Master Plan sits alongside Local Planning Scheme No. 3 (LPS3) to provide the planning framework for the City Centre. Given the age of the current Master Plan and the substantial development which has been undertaken in the City Centre since the adoption of the Master Plan the City has identified the need to review the document. This review focusses on a number of key areas:

- To ensure the vision for the Master Plan aligns with the City's current Strategic Community Plan and contemporary best practice in planning;
- To reflect recent developments in the City Centre which have been constructed since the current Master Plan was adopted (such as the re-development of the Marketplace Shopping Centre, Aldi, the Kwinana Supa Centre and Darius Wells Library and Resource Centre);
- To resolve a number of issues and inconsistencies between the current Master Plan and LPS3; and
- To ensure the vision for the City Centre considers changes to State government policy, particularly State Planning Policy 4.2: Activity Centres for Perth and Peel.

The City engaged Hames Sharley Architects to undertake the review of the document. Hames Sharley has prepared a revised Master Plan document (Attachment A). The revised Master Plan includes a number of key variations to the current Master Plan.

Proposed Key Changes

Changes to City Centre Planning Framework

Currently the planning framework for the City Centre consists of the Town Centre Master Plan and Design Guidelines and LPS3. The Master Plan and Design Guidelines outline the vision for the City Centre, describing each element of the proposed urban form of the City Centre.

The document also includes provisions to control built form and design guidelines to guide the design of both public spaces and private development. The Master Plan is given statutory weight by LPS3, which has enabled the City to enforce and implement the provisions of the Master Plan. This approach has also led to some confusion regarding the statutory weight that should be afforded to the Master Plan, in particular to the design guidelines which can be subjective or principle based, rather than being clear and prescriptive standards.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

LPS3 sets out development controls for the City Centre including land use permissibility, zoning and development standards. As both the current Master Plan and LPS3 address land use and built form requirements for development, some requirements of these documents may be in conflict with each other.

For instance, the Master Plan and its design guidelines are given statutory weight by Clause 3.1.1.1 of LPS3 which states:

"3.1.1.1 Building design and layout shall generally accord with the Kwinana Town Centre Design Guidelines adopted by Council (as amended from time to time) and Council shall have regard for the guidelines when assessing development proposals."

Whilst the current Master Plan is given statutory effect by the Scheme, the Scheme itself also sets out development requirements, which are not in conformity with the Master Plan. These inconsistencies are particularly challenging when considering land use permissibility. Four zones are identified under LPS3, which assign land use permissibility for development within these zones. The Scheme is also further subdivided into eight precincts, which identify predominant land uses for each precinct. This framework is excessively prescriptive and there is some confusion regarding how to consider land uses which are not identified as predominant land uses to that precinct. The excessive number of zones and precincts within LPS3, each with individual land use permissibility has also affected the City's ability to create the diverse range of land uses which are desired in the City Centre.

It is proposed to update the Master Plan to reflect the City's current vision for the City Centre. It is also anticipated however that an amendment to LPS3 will follow which addresses some of the above inconsistencies between the revised Master Plan and the Scheme.

It is important to note however that the new Local Planning Scheme No 4 (LPS4), which will be the new planning scheme prepared in conjunction with the City's Draft Local Planning Strategy, will be the key statutory tool in support of the objectives and intent of the Master Plan. LPS4 will provide the statutory framework to support the longer term implementation of the proposed revised Master Plan.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

Figure 1 – current Master Plan



Figure 1: *Kwinana Town Centre Master Plan, 2007*

Re-defining the City Centre

The current Master Plan identifies a broad area which comprises of the City Centre and surrounds. The current Master Plan considers three precincts of the City Centre: the Education Precinct, to the north, which includes Gilmore College and the Kwinana Automotive TAFE; the Civic Marketplace Precinct which includes land bound by Gilmore Avenue, Sulphur Road, Meares Avenue and Challenger Avenue; and the Challenger Precinct, otherwise known as E26.

At the time the current Master Plan was prepared, there was an immediate need to plan and integrate the Education and Challenger Precincts, on the north and south extremities of the City Centre respectively. The Department of Education (DoE) was redeveloping the Kwinana Senior High School and developing the TAFE facility. The Department of Housing (landowner of Lot E26- Cassia Glades Estate) was also considering the development of the Lot E26 site. The Master Plan needed to consider how these sites would be developed and ensure that an appropriate interface and pedestrian links were achieved between the three precincts.

Key to connecting the three precincts was the identification of a north – south pedestrian link, a central, and linear corridor which runs from the DoE site, through the City Centre, intersecting the Chisham Avenue main street and continuing through the Cassia Glades residential neighbourhood to Wellard Road. This linkage provides safe, direct pedestrian access for a variety of users to and from the City Centre. It provides a direct route to and from Gilmore College and the TAFE for school children, access to the central shopping area for residents of E26 and a central north – south route through the City Centre, without forcing pedestrians onto the larger distributor roads (Gilmore and Meares Avenues) on the periphery of the City Centre.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

Since the adoption of the current Master Plan, the Kwinana High School has been redeveloped and the residential development of Lot E26 has commenced. A number of other development sites in the Education Precinct have also had Local Structure Plans, or Detailed Area Plans prepared. All of these sites now have adopted planning instruments to guide development on the sites. Given the progress of planning and development in these precincts since the adoption of the current Master Plan, City Officers have reviewed whether the current boundaries of the Master Plan are relevant today. City Officers consider that this review of the Master Plan should focus on the core of the Kwinana City Centre and have redefined the boundaries of the centre, which will be considered by the Master Plan.

Figure 2 below, shows the proposed draft Master Plan focus on the area bound by Gilmore Avenue, Sulphur Road, Meares Avenue and Challenger Avenue, whilst still maintaining important pedestrian linkages to the north and south. The proposed Master Plan also identifies areas on the periphery of the centre; Calista Oval and the existing Banksia Aged Care Facility to the west to expand and connect with the City Centre. The proposed Master Plan also identifies lots abutting the City Centre on the eastern side of Meares Avenue for a broader range of land uses to encourage some small scale commercial uses in this area to provide a transition from the City Centre to the existing residential area.

This re-definition of the boundary of the Master Plan will also reflect the existing boundary of LPS3.

Figure 2 – Proposed Master Plan area



Figure 2: *Focus area for the City Centre Master Plan*

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

Key Policy Changes

The objectives of the proposed draft Master Plan remain similar to that of the current Master Plan. The vision of the plan remains the same as the current Master Plan; to create a mixed use, vibrant and diverse City Centre, focussed around a permeable network of pedestrian oriented streets. The key difference between the current and proposed Master Plans are how these objectives are delivered.

Proposed Changes to Precincts

The proposal aims to modify the existing planning framework for the Kwinana City Centre to remove the focus on precinct planning. The proposed revised Master Plan proposes to classify the City Centre using a hierarchy of key streets and routes, rather than the current system of small zones and precincts, and to identify appropriate built form types for development on these streets, rather than restricting certain land uses. This approach is discussed in detail below in the Urban Structure section.

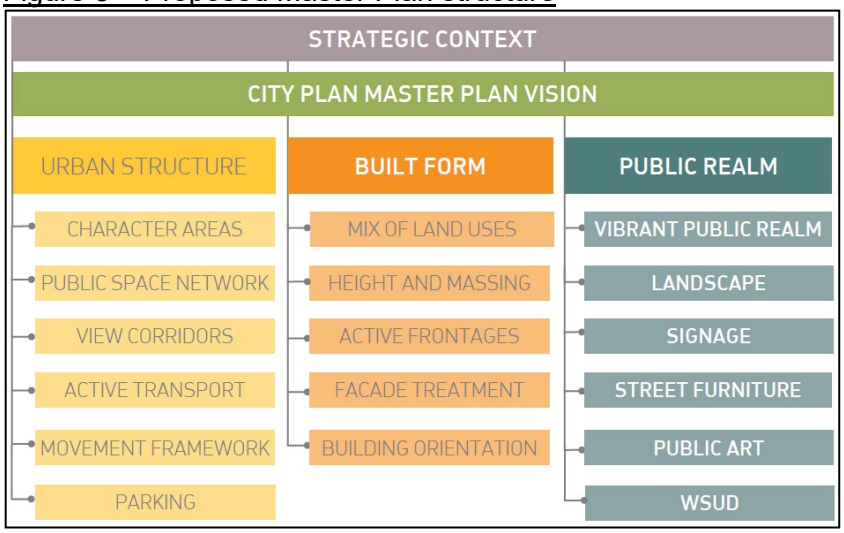
Elements of the Proposed Master Plan

The proposed revised Master Plan follows a similar layout to the current Master Plan. The Master Plan identifies a vision for a potential long term development scenario for the City Centre. The Master Plan briefly discusses the context of the Kwinana City Centre, considering the development of the centre thus far, the surrounding population and socio-economic characteristics and Kwinana's relationship to other commercial centres. The Master Plan identifies the vision and development objectives for the City Centre. The elements of the Master Plan are then set out into three categories:

- Urban Structure
- Built Form
- Public Realm

These elements of the Master Plan start considering broad, City Centre wide issues within the urban structure section and progressively become more specific, with the public realm section considering individual design elements such as signage, landscaping and furniture. Figure 3 shows how the document is structured.

Figure 3 – Proposed Master Plan structure



15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

Urban Structure

Identification of existing Activity Nodes

The proposed revised Master Plan aims to focus development along key streets and routes within the City Centre. These streets and other off street routes link key existing and proposed activity nodes and destinations in the City Centre. This methodology reflects the current state government approach to planning for activity centres (community focal points) and clustering development around these centres. Two critical objectives of the WAPC's State Planning Policy No. 4.2 – Activity Centres for Perth and Peel are the need to consider a range of different land uses within activity centres, rather than the previous focus on commercial uses only and the coordination of activity centres and transport infrastructure – in order to reduce transport energy use.

The Master Plan responds to these objectives by:

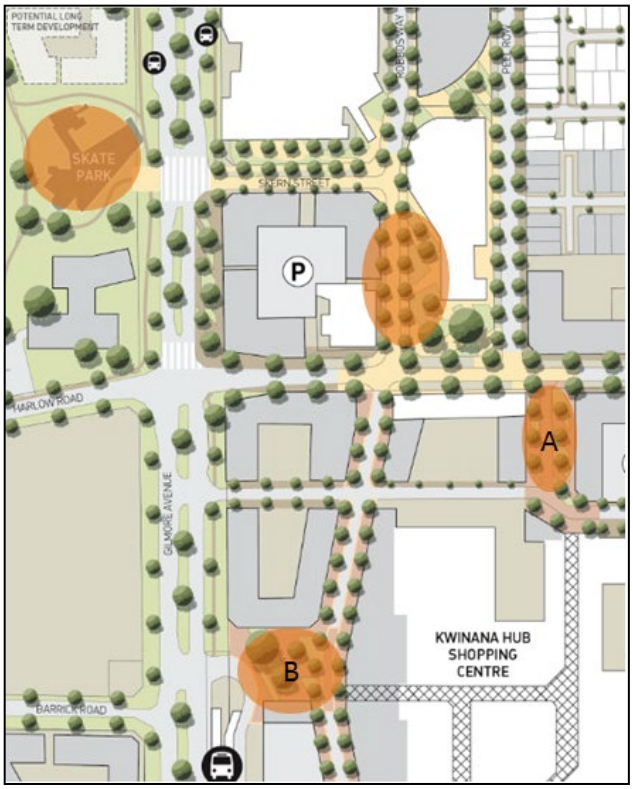
- Connecting the City Centre (ie; the Marketplace) to the existing Kwinana Bus Station (and more broadly providing public transport connections to the Mandurah Railway);
- Focussing development around a vibrant, permeable, human scale, safe street network to encourage a shift away from car use in the centre and instead fostering a pedestrian focussed City Centre; and
- Expanding the range of land uses within the City Centre. The Master Plan looks to integrate the recreation uses on Calista Oval with the centre, encourage more entertainment uses and to develop a residential population living in the centre. This not only places people close to shops and other amenities, reducing the need to drive to these services, but also expands the hours of activity in the centre, which will benefit businesses operating outside business hours and providing passive surveillance at night time.

The primary activity node of the City Centre focusses around the City Square and the Darius Wells Library and Resource Centre, Kwinana Recquatic and the Zone. This activity will extend along Chisham Avenue, which is intended to be a thriving, busy area of shops, and cafes with alfresco dining along the street. Other activity nodes include an area around the Kwinana Bus Station. It is identified to bring the retail development of the shopping centre to the bus station, to provide a greater connection between the two uses.

This approach reflects the objectives of the current Master Plan. Another activity node is identified on the southern side of Chisham Avenue, within the Marketplace site. The revised Master Plan proposes to bring the Marketplace shopping centre to the Chisham Avenue main street, provides a built edge to the main street. Other activity nodes include the Adventure Park and Skate Park on Calista Oval. An essential objective of the Master Plan is the connection of these facilities with the City Centre.

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Figure 4 – Public Activity Nodes



Developing Key Links

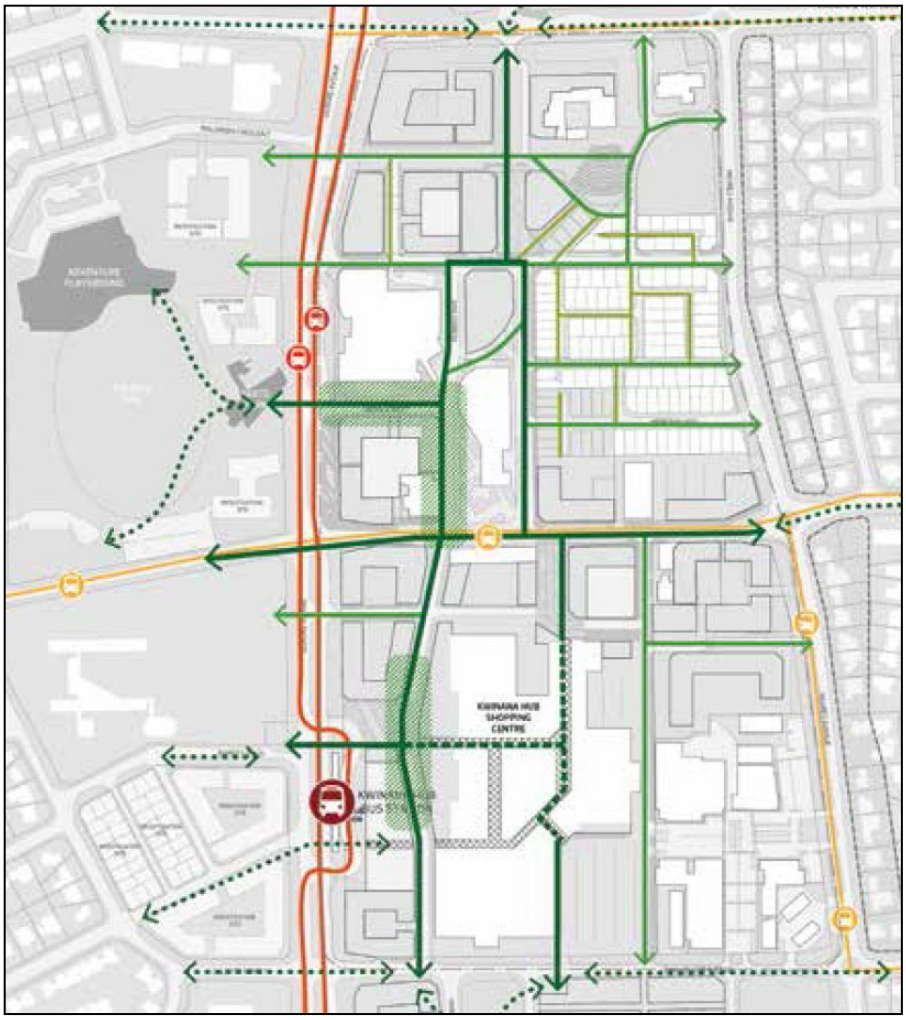
The development of links between the identified activity nodes is a key element of the proposed revised Master Plan.

The figure below shows the development of these key links, including Chisham Avenue Main Street – the main east – west link through the City Centre, a north – south spine connecting the Education Precinct in the north to the Darius Wells Library and Resource Centre, Chisham Avenue, the Marketplace and onto the Challenger Residential development. Other key links include connections from Calista Oval to the Darius Wells Library and Resource Centre, via Skerne Street.

These links form the basis for the identification and classification of streets and off street routes. These links are shown on Figure 5 below.

With the development of the Adventure Park on Calista Oval, the need for safe and convenient pedestrian access east – west across Gilmore Avenue has increased, as has links to this popular park to public transport.

Figure 5 – Key Pedestrian Links



Movement Network

The proposed revised Master Plan focuses development along a hierarchy of streets and other off street routes. Figure 6 below shows the proposed hierarchy of streets and routes identified by the Master Plan. This approach shifts the focus of planning for the City Centre from individual land use precincts to focussing and intensifying development along key streets and routes. The proposed revised Master Plan identifies two key classifications of streets: Primary Streets and Secondary Streets.

Primary Streets

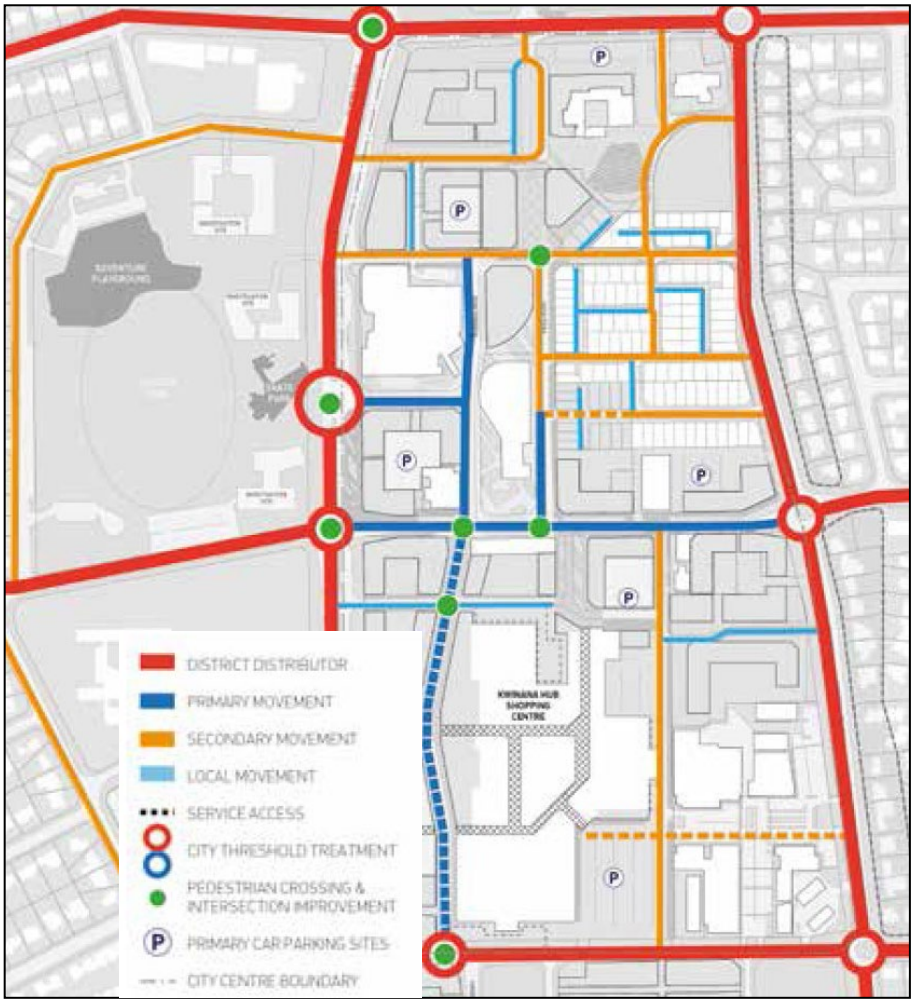
Streets identified as Primary Streets are the focus of development in the City Centre. It is intended that these streets should be developed as 'main streets', being developed at a human scale, with slow moving traffic. Development along these streets should be built up to the streets and should address the street with active, retail shopfronts at ground level. Building facades should provide a continuous shopfront along the street, limiting the number of spaces and vehicle entrances between buildings.

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Development will abut the footpath and provide awnings to protect pedestrians from the weather. Buildings on Primary Streets are encouraged to provide some height to the streetscape, to create a sense of 'enclosure' to the street and create a more attractive pedestrian experience. Upper floors of buildings should also address the street, through a mix of windows, balconies and architectural features. The purpose of this is trifold; to provide an attractive streetscape, to enable occupants on upper floors to interact with the street and to provide surveillance (perceived or actual) of the street.

This approach remains the same as the vision identified by the current Master Plan for Chisham Avenue. The proposed revised Master Plan continues this vision for Chisham Avenue, as the focus of activity in the City Centre and the primary main street, however the proposed revised Master Plan expands this vision to a number of surrounding streets, which are also identified as Primary Streets. This network of Primary Streets will create a series of routes through the City Centre which connect key destinations. Concentrating active built form along these routes will provide inviting and safe routes for pedestrians between activity nodes in the Centre. Primary Streets include Chisham Avenue, Robbos Way, Skerne Street and Peel Row. Identifying these streets as Primary Streets aims to ensure development will address or 'sleeve' these streets, rather than back onto the street. This is particularly critical for development sites which front more than one street. The proposed Master Plan aims for development to address all streets.

Figure 6 – proposed Master Plan – Street Hierarchy



Primary Off-Street Routes

In addition to streets identified as Primary Streets by the proposed revised Master Plan, an off-street route is also identified as a Primary Street. This route runs from Chisham Avenue to Challenger Avenue, through the Marketplace shopping centre. This route forms part of the north – south spine which was identified in the current Master Plan. As part of the redevelopment of the City Centre undertaken by the City a large portion of the north – south spine has already been constructed. A pedestrian route exists from Gilmore College to Chisham Avenue, using Robbos Way and the pedestrian plaza adjacent to the Kwinana Business Incubator building. South of Chisham Avenue, traversing through the shopping centre, the pedestrian environment is less desirable. The identification of this route as a Primary Street aims to improve this pedestrian environment by requiring development to address this route and provide a wide, covered footpath on the western side of the Marketplace shopping centre.

Secondary Movement Network

The proposed revised Master Plan also identifies Secondary Movement routes. Whilst these routes are of a lower order to Primary Routes, it is intended that development will still address these routes providing an attractive façade to development adjacent to these routes. The principle aim of the Secondary Movement network is to provide a permeable network of streets throughout the City Centre. Similar to the Primary Off-Street Route, the proposed revised Master Plan also proposes a number of Secondary Off-Street Routes. These are intended to provide mid street block connections to provide greater connectivity East – West in the City Centre. These include a route which connects the Kwinana Marketplace to Meares Avenue, via the Kwinana Supa Centre. This route is partially constructed through the Supa Centre, however it currently terminates at the Marketplace boundary. This route requires an extension through the Marketplace car park to provide a safe pedestrian route to the Marketplace. The other Secondary Off-Street Route is an extension of Meridian Way to connect to Peel Row.

Built Form

As discussed above, one of the key objectives of the proposed Master Plan is to encourage development to address key streets. Active shopfronts should be developed at a nil setback to Primary Streets, with service and parking areas located behind the development. The building footprints identified on the proposed Master Plan concept reflect this approach, albeit that these building designs are indicative, primarily shown to illustrate the approach to ‘sleeve’ service and parking areas with built form.

Built form is proposed to be agglomerated onto key streets within the centre. Development on Primary Streets is proposed to provide a ‘main street’ style shopping experience at ground level, with other residential and office uses above. At ground level, buildings should provide an active and attractive façade to the street. Built form should be developed across the lot frontage, to enable the development of a continuous shopfront environment, an active elevation, dominated by glazing. Above awning height, buildings will address the street through a mix of windows and balconies. Development along Primary Streets is intended to provide height to the streetscape. Additional building height will provide a sense of ‘enclosure’ to the street. However, whilst height is encouraged, development above three storeys will be required to be setback from the street boundary to ensure buildings do not appear to dominate the skyline as viewed from the street. This technique is referred to as a podium setback.

As seen in Figure 7, upper floors are setback an adequate distance, from the storey below to obscure or reduce the apparent height of the building when viewed from ground level. The proposed Master Plan identifies a maximum building height of six storeys for development on Primary Streets. A number of sites also include the identification of a series of landmark corner elements, to provide additional presence to development on key street corners. These include built form on the corners of Chisham Avenue and Gilmore Avenue. In these locations it is proposed to consider additional building and podium height and additional architectural detail and massing to distinguish corner elements.

Built form away from Primary Streets is intended to allow for larger scale development and lower building heights. Towards the periphery of the City Centre and in particular areas adjacent to existing residential development will be of a significantly lower scale, to provide an appropriate transition between the City Centre and single residential development.

Figure 7 – Proposed Master Plan – Built form cross section Chisham Ave

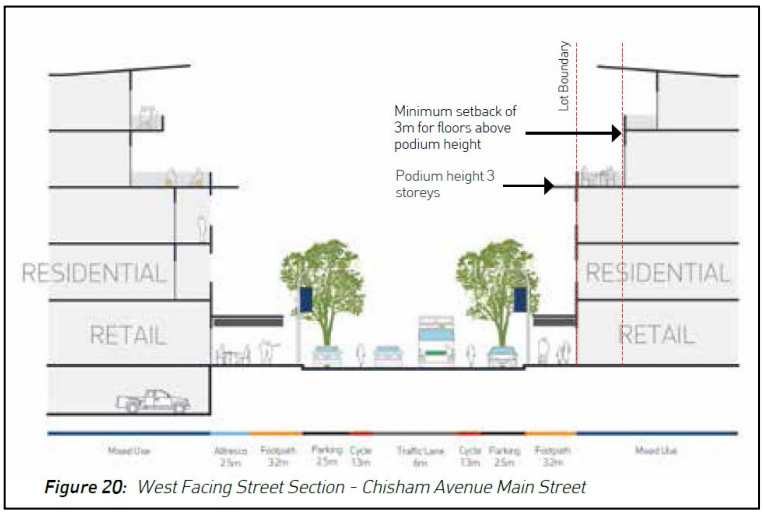


Figure 20: *West Facing Street Section - Chisham Avenue Main Street*

Car Parking

As, discussed, the proposed City Centre Master Plan aims to focus the development of the City Centre around a network of main streets, which are planned at a pedestrian scale. Vehicle accesses and parking areas are intended to be located away from main streets so as not to detract from the pedestrian experience. Vehicle entrances on primary streets should be integrated into the built form to reduce their visual impact and be narrow in width to increase the overall building frontage on the lot. The proposed revised Master Plan recommends on site parking areas should either be screened from view, so as to reduce their visual impact, or preferably, 'sleeved' with active uses.

Existing on-street parking in the City Centre presents an opportunity to provide parking in convenient locations to many businesses and services. On-street parking supply is limited and should be set aside for short term parking to enable turnover throughout the day. The proposed City Centre Master Plan recommends implementing parking time management for parking within the City Centre to restrict the maximum stay in on-street parking bays.

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The time restrictions which are recommended for on-street parking bays will shift longer term parking, such as staff parking or parking for a weekly shopping excursion to off street parking facilities. The provision and management of parking within the City Centre is an important consideration in the implementation of the Master Plan and will be investigated further following the determination of the Master Plan.

Implementation

The proposed City Centre Master Plan is a vision for future development of the Kwinana City Centre. The document sets out the desired development characteristics of the City Centre and surrounding areas. The document is not intended to be a statutory document. The Master Plan is the first stage of revising the planning framework for the Kwinana City Centre. In order to implement the objectives of the Master Plan a scheme amendment will be required to be prepared to LPS3.

Conclusion

The revised City Centre Master Plan aims to update the document to ensure the City's vision for the Kwinana City Centre is able to be implemented. The revised Master Plan sets out a vision for a vibrant, mixed use centre and provides for a diverse range of uses developed along a network of key pedestrian scale streets through the City Centre. The proposed revised Master Plan represents the first stage of updates to the planning framework for the City Centre.

City Officers propose a strategy of community consultation to invite the community to provide feedback and input into the future development of the City Centre. It is recommended that Council resolve to adopt the proposed City Centre Master Plan as per the officer recommendation.

LEGAL/POLICY IMPLICATIONS:

The relevant legislation applicable to this item includes:

Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
State Planning Policy 4.2 – Activity Centres for Perth and Peel 2010
City of Kwinana Local Planning Scheme No. 3
Kwinana Town Centre Master Plan and Design Guidelines

FINANCIAL/BUDGET IMPLICATIONS:

The preparation and advertising of the revised Master Plan will be undertaken within the City's existing budget. Budget is also allocated to the facilitation of the consultation sessions.

ASSET MANAGEMENT IMPLICATIONS:

The City owns a number of landholdings within the Kwinana City Centre. Development of these sites will need to have regard to the revised Master Plan and in particular parking within the City Centre.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

ENVIRONMENTAL IMPLICATIONS:

No direct environmental implications are associated with the proposed revised City Centre Master Plan. The City Centre Master Plan aims to achieve a sustainable City Centre vision that reduces the need for increased vehicular movements.

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Strategic Community Plan.

Plan	Objective	Outcome
Strategic Community Plan	A bustling retail scene	2.3: The City Centre is home to a thriving range of specialty shops, restaurant and family entertainment venues and an active night-life while neighbourhood centres are revitalised.

COMMUNITY ENGAGEMENT

The following community engagement is proposed to take place:

City Officers table this report for Council to consider adopting the revised City Centre Master Plan for the purposes of public advertising. The *Planning and Development (Local Planning Schemes) Regulations 2015* do not specify public advertising requirements for a master plan. City Officers propose the City invite submissions for a period of 42 days and that the following strategy be undertaken to advertise the revised Master Plan:

- Write to landowners and occupiers within the City Centre Master Plan area and those immediately adjacent to the centre;
- Write to the relevant government agencies and utility providers;
- Information displays be placed in the City Administration Building, Kwinana Recquatic and Darius Wells Library and Resource Centre;
- A public notice to be published in newspapers circulating the area;
- A public notice to be placed on the City's website;
- Publication of a media release and;
- Two information sessions to be held by City Officers (daytime and evening sessions) to present and explain the draft Master Plan to interested parties.

It is noted that at this stage the City is only seeking to advertise the revised Master Plan, without the supporting Scheme Amendments. It is intended to consider and collate submissions received on the Master Plan and use any issues raised by the submissions to inform the Scheme Amendment proposals.

15.4 PROPOSED REVISED KWINANA CITY CENTRE MASTER PLAN – ADOPTION FOR PUBLIC ADVERTISING

PUBLIC HEALTH IMPLICATIONS:

The recommendation/proposal has the potential to help improve the following determinants of health -

- Built Environment –Environmental Quality; Neighbourhood Amenity;
- Socio-economic Factors –Employment; Income; Community Safety

RISK IMPLICATIONS:

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

Risk Event	Limited opportunities for economic development through prescriptive planning framework
Risk Theme	Failure to facilitate a vibrant, sustainable Activity Centre and associated development opportunities.
Risk Effect/Impact	Financial Reputation Property
Risk Assessment Context	Strategic
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Implement the proposed revised Master Plan and amend Local Planning Scheme
Rating (after treatment)	Low

COUNCIL DECISION

425

MOVED CR M KEARNEY **SECONDED CR S LEE**

That Council:

1. **Adopts the revised City Centre Master Plan as detailed in Attachment A for the purposes of public advertising.**
2. **Endorses the following consultation strategy to advertise the revised City Centre Master Plan:**
   a. **Call for submissions for a minimum period of 42 days;**
   b. **Write to affected landowners and occupiers within and adjacent to the City Centre Master Plan area;**

c. Write to government agencies and utility providers;
d. Information displays to be placed at the Darius Wells Library and Resource Centre, Kwinana Recquatic and the City Administration building;
e. A public notice to be published in newspapers circulating the district;
f. A public notice to be placed on the City's website;
g. Publication of a media release; and
h. Two public information sessions to be held (daytime and evening) to allow for explanation and comment on the revised Master Plan.

3. Require a report back to Council that details the submissions received during the advertising period and make a recommendation that the revised City Centre Master Plan be either adopted with or without modification or to not proceed.

CARRIED
6/0

ATTACHMENT A



KWINANA CITY CENTRE MASTER PLAN

MASTER PLAN VISION

Hames Sharley
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City of Kwinana

MARCH 2019

DRAFT

Kwinana City Centre Master Plan

March 2019

DRAFT

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Revision Letter	Date	Status	Details	Prepared by	Approved by
1	July 2016	Draft	First Draft	SE	SOS
2	October 2016	Draft	City Revisions	SE	SOS
3	November 2016	Draft	City Revisions	SE	SOS
4	November 2016	Draft	Format Amendments	SOS	JC
5	December 2016	Draft	Plan updates	SOS	JC
6	March 2019	Draft	Final Draft	SOS	JC

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Introduction

The City Centre Master Plan Vision (CCMPV) is the first step by the City of Kwinana (the City) to overhaul the existing Kwinana Town Centre Master Plan and Design Guidelines, 2007. It aims to provide a framework for the future development of the city, reinforcing quality urban design outcomes that will contribute towards a vibrant, diverse and thriving centre.

The quality of the City Centre has a significant impact on the daily lives of those living and working in the area. Quality urban design, when implemented properly, makes a valuable contribution to the local economy, built environment and overall liveability of the area. This document concentrates on aspects of particular importance to the City in the creation of a distinctive place at the heart of the community and underpins Council's commitment to take design matters seriously.

i PURPOSE

As a document to guide the future vision and development of the city centre, the CCMPV will not attempt to cover every issue but concentrates on those aspects which are of particular importance - creating places for people, enabling local businesses to prosper and establishing strong spatial relationships to integrate the city centre with surrounding neighbourhoods.



Figure 1: *Kwinana Town Centre Master Plan, 2007*

ii PLANNING CONTEXT

In 2007, the Kwinana Town Centre Master Plan and Design Guidelines were developed as the framework for the City Centre and surrounding precinct (Figure 1). Given the substantial development that has progressed within the surrounding precincts, and to a lesser degree within the city centre itself, the need for a more contemporary Master Plan Vision was proposed to guide future development of the centre itself.

Figure 2 illustrates the City Centre Master Plan area of focus which takes into consideration opportunities to integrate new development on the edge as the centre grows in the future. The area is bound by Sulphur Road in the north, Gilmore Avenue to the west, Meares Avenue to the east and Challenger Avenue to the south.

The new CCMPV also responds to the WAPC State Planning Policy 4.2 – Activity Centres for Perth and Peel (SPP 4.2), released in 2010. This policy specifies broad planning requirements for activity centre development and renewal, focussing on greater diversity in land use, consolidated retail development, quality urban design and walkability in and around centres and underpins the final outcome for the Master Plan.

Under the SPP 4.2, Kwinana City Centre is designated as a Secondary Centre. Secondary Centres are the second highest order centres below Strategic Metropolitan Centres and Perth Capital City. As illustrated in Figure 3, Kwinana City Centre sits as a smaller scaled Secondary Centre in relation to other centres and the nature of retail offering within these centres.

In line with the City of Kwinana's projected population growth, it is expected that the demand for community facilities, services and residential dwellings will increase significantly. This highlights the importance of providing a city centre that will meet current and future demands of a growing community at a much larger scale than exists today.



Figure 2: *Focus area for the City Centre Master Plan*

1.0 Introduction

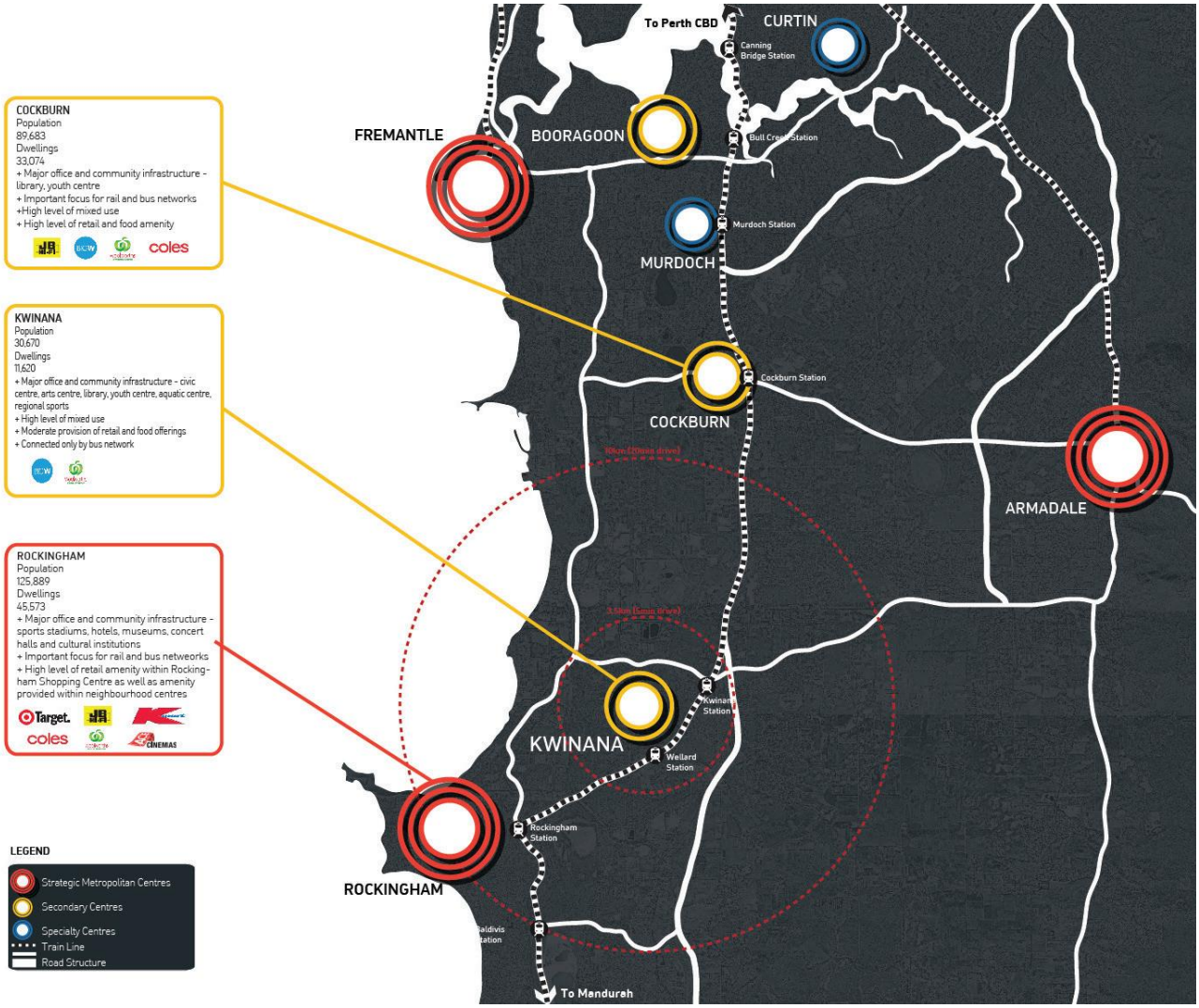


Figure 3: *Activity Centres surrounding Kwinana*

iii RELATIONSHIP TO OTHER PLANNING DOCUMENTS

The Master Plan Vision outlines a development vision and key design principles that will positively contribute to the social and economic vibrancy of Kwinana's City Centre. In this regard, the CCMPV will be used by the City as a supporting document when assessing future development within the City Centre and should be read in conjunction with:

+ Kwinana City Centre, Local Planning Scheme No.3 (LPS)
+ Residential Design Codes

iv DOCUMENT STRUCTURE

The following Master Plan and guidelines should be used by those developing public and private buildings, streetscapes and landscape within the City Centre. Applications will be assessed on merit, understanding that not all developments are a 'one size fits all' in nature.

It is intended that the guidelines will be reviewed periodically to ensure they are relevant and current to service the needs of future development within the City Centre.

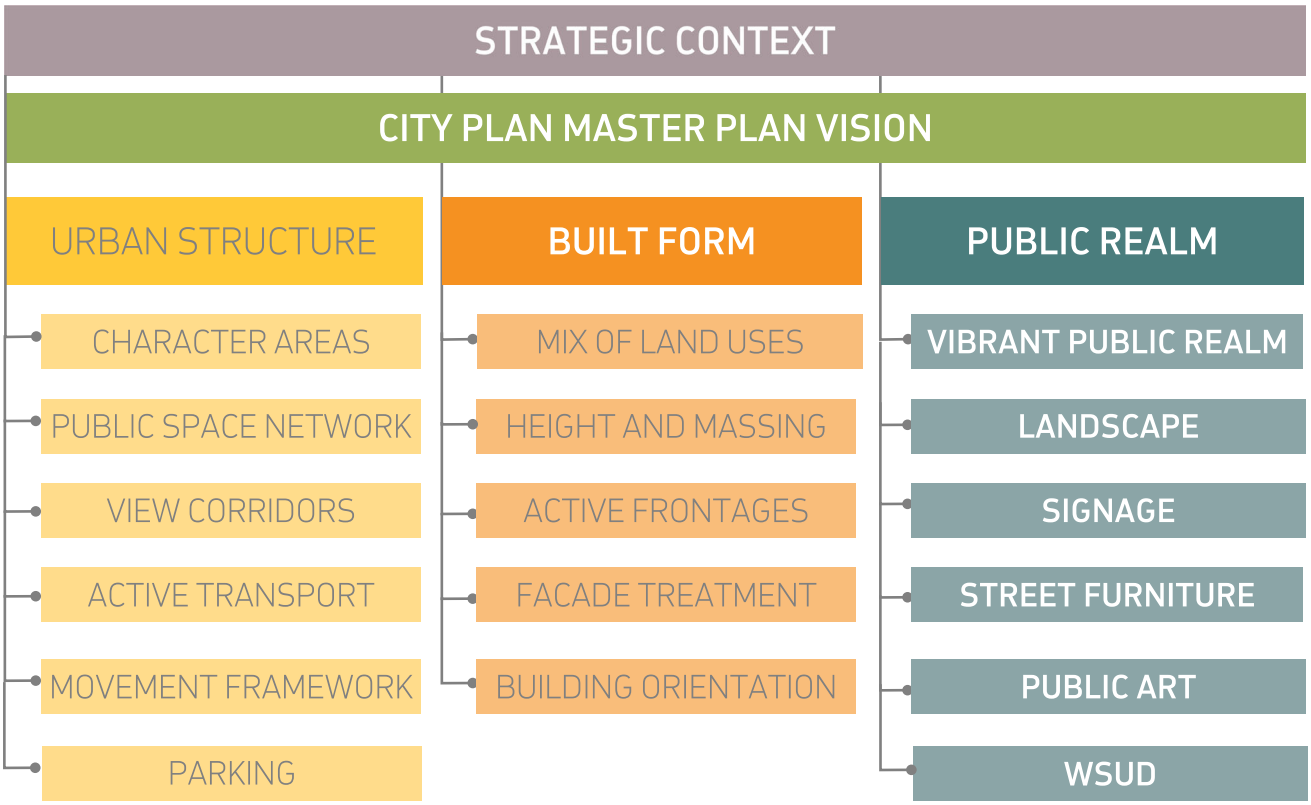
The document has been structured to include the following elements to help guide the overall Master Plan Vision for the City Centre:

Aims: outline the overall design intent or philosophy underpinning the best practice criteria, explaining the desired outcome achieved.

Outcomes: state the spatial areas that directly relate to implementation of each principle.

Attributes: identifies key attributes new development should respond to.

Design Guidance: recommendations and additional measure for which new development can achieve a higher level of design, community interaction and/or architectural character.







1

STRATEGIC CONTEXT

1.0 Strategic Context

1.1 CITY CONNECTIONS

The City is well serviced by the wider movement network (Figure 4). Future planning for connectivity of the City Centre and surrounding centres will need to ensure 'ease-of-movement', particular between the Kwinana City Centre and both Kwinana and Wellard train stations.

The need for a more comprehensive local transport management system, taking into account increased walkability and cycling as alternative active transport modes has been raised in the past. A 'Transport Oriented Trilogy Corridor', previously recommended as part of an integrated transport plan, aims to enhance public transport service between the City Centre and the two stations, combined with increasing densities around these centres.

Gilmore Avenue, identified as a Secondary Distributor, currently operates as a high speed corridor raising increased concerns for pedestrian safety as more activities are being developed within Calista Oval, namely the Skate Park and new children's Adventure Park. Speed restrictions have been implemented between Chisham Avenue and Sulphur Road to enable Gilmore Avenue to evolve from a busy distributor to a key entry boulevard into the City Centre, allowing for safe connections between the City Centre and adjacent activities.

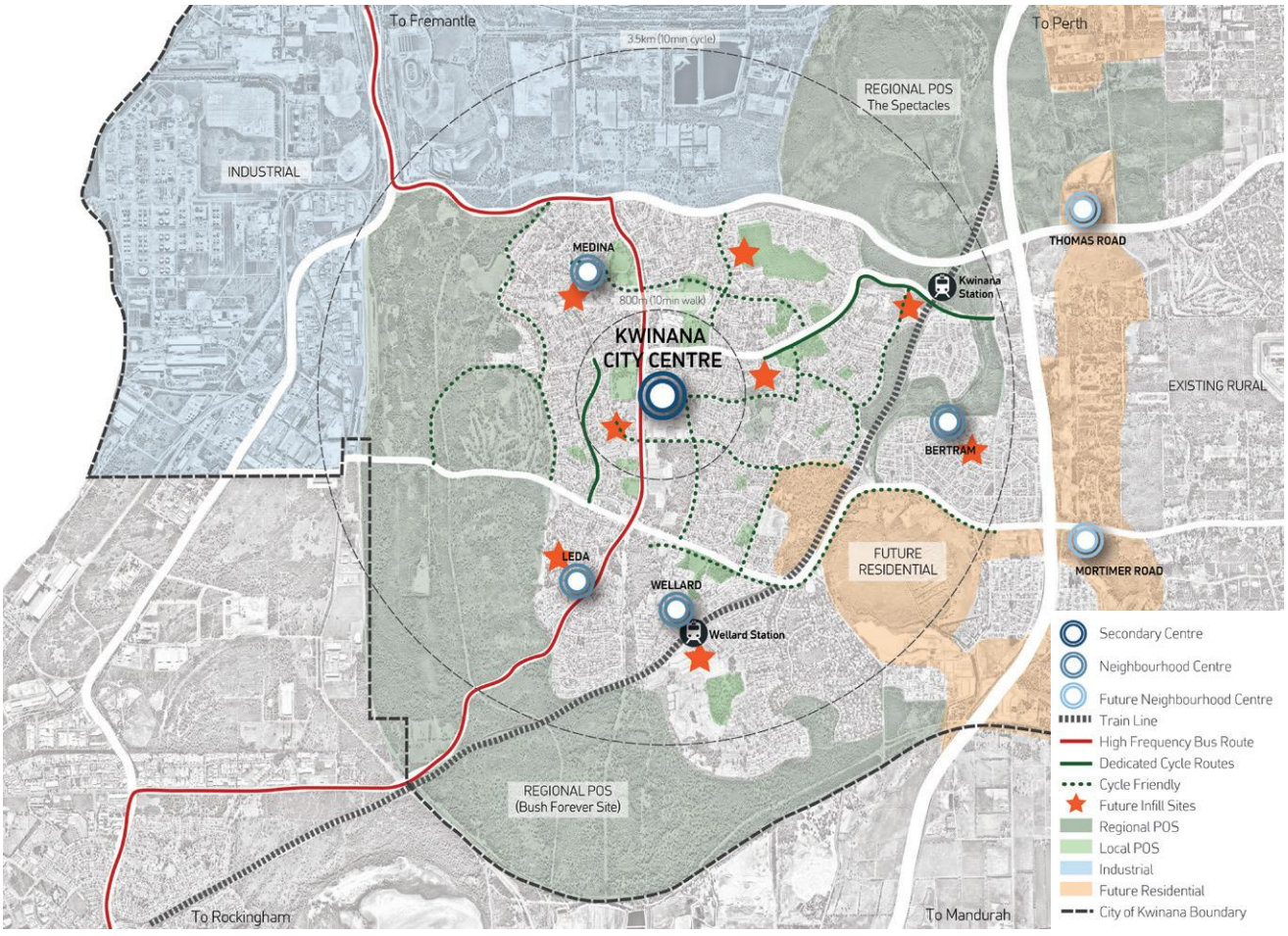


Figure 4: *Wider Movement Network connecting Kwinana City Centre*

1.2 HISTORIC DEVELOPMENT OF THE CITY CENTRE

Figures 5-7 demonstrate how the City Centre has evolved over the last decade. The pattern of development on an 'as needs' basis has resulted in a somewhat fragmented centre, with some land uses not actively integrated into the Centre.

2002-2007

A key anchor at the heart of the City Centre was the The Hub Shopping Centre. This also saw the development of the Recreation Centre and a number of small retail and commercial stores to the east of Chisham Avenue.

2008-2011

Redevelopment of the Gilmore College to the north of the Centre integrated a new pedestrian link defining a new north-south pedestrian corridor. The new library was completed with its forecourt linking the Recreation Centre and Chisham Ave. This also saw the relocation of the Tavern adjacent to the library.

2012-2016

Expansion of The Hub Shopping Centre, renamed Kwinana Marketplace, expanded the building footprint south, as well as providing new buildings fronting Chisham Avenue.

- Within this period of time, a new ALDI supermarket has opened on the northern side of Chisham Avenue, and a Coles supermarket has moved into the Marketplace shopping centre.
- Chisham Avenue has also undergone extensive landscaping to redefine this as the City Centre Main Street. Complemented by new residential development to the north, this has the opportunity to add greater diversity of uses within a revitalised City Centre.



Figure 5: *City Centre Zone, 2007*

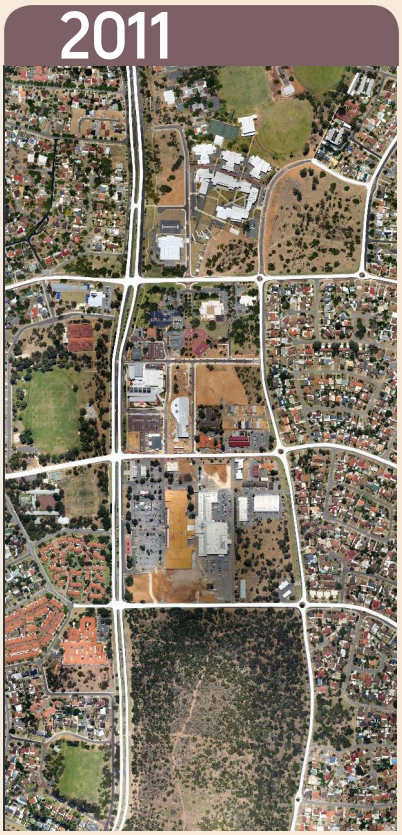


Figure 6: *City Centre Zone, 2011*

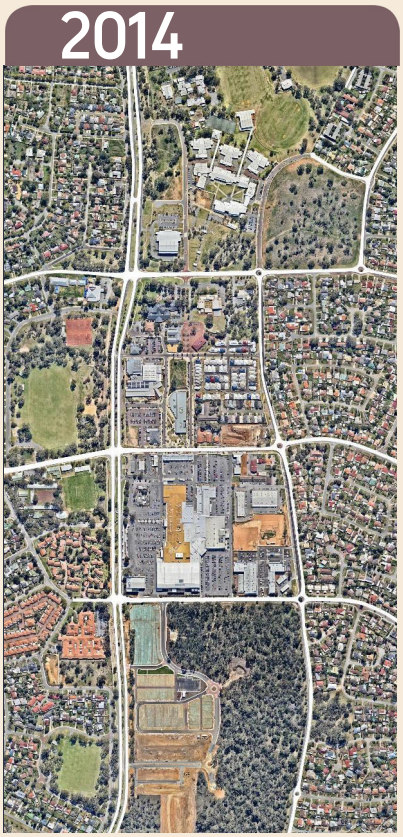


Figure 7: *City Centre Zone, 2014*

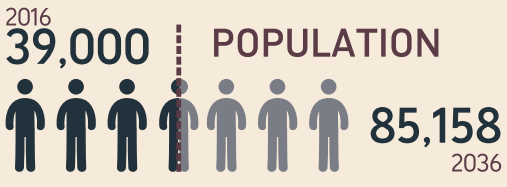
1.3 CHANGING POPULATION AND DEMOGRAPHIC PROFILE

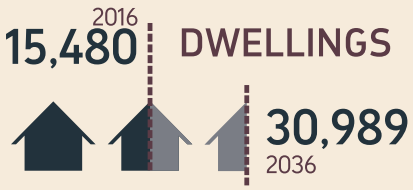
POPULATION GROWTH

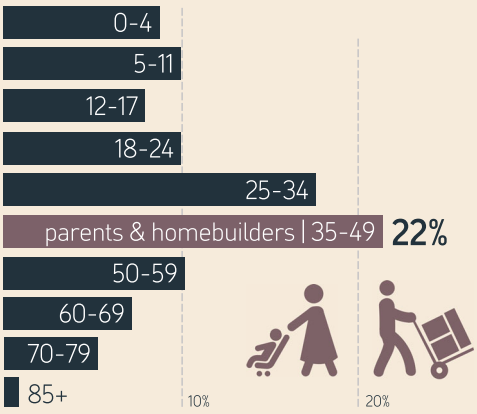
Kwinana is currently the fastest growing local government area in the Perth South-West Metropolitan area and the fourth fastest in Western Australia. Population projections provided by Forecast.id show Kwinana having a population of 85,158 by 2036, representing more than double the population from 2017.

To accommodate this population growth, an increase in dwelling units from 15,480 in 2016 to 30,989 in 2036 will mostly occur in the north and eastern sections of the City, adjacent to the Kwinana Freeway and the Perth-Mandurah Railway. This equates to some 800-1,000 new residential lots being released each year, predominantly as part of quality residential developments undertaken by the State's leading developers - currently including Honeywood (Satterley), Sunrise (AMEX), the Village at Wellard (Peet), Emerald Park (Cedar Woods) and Cassia Glades (Satterley) amongst others.

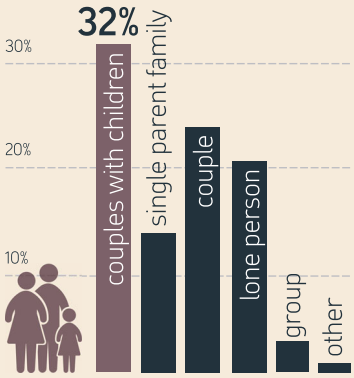
According to the City's 2016 Profile.id, detached houses make up 89% of dwelling structures in Kwinana, reflecting the need for greater urban consolidation and densification, as outlined in *Directions 2031 and Beyond*.







AGE PROFILE



FAMILY STRUCTURE

1.0 Strategic Context

SOCIO-ECONOMIC COMPOSITION

Kwinana has a young population with 67.2% of the population under the age of 40 with a median age of 32. The average house hold size is 2.6, this indicates that the residential environment of Kwinana is of choice for young families. This trend is projected to continue into 2036. On average, 70% of people living in Kwinana own or are purchasing their own home.

TRAVEL TO WORK

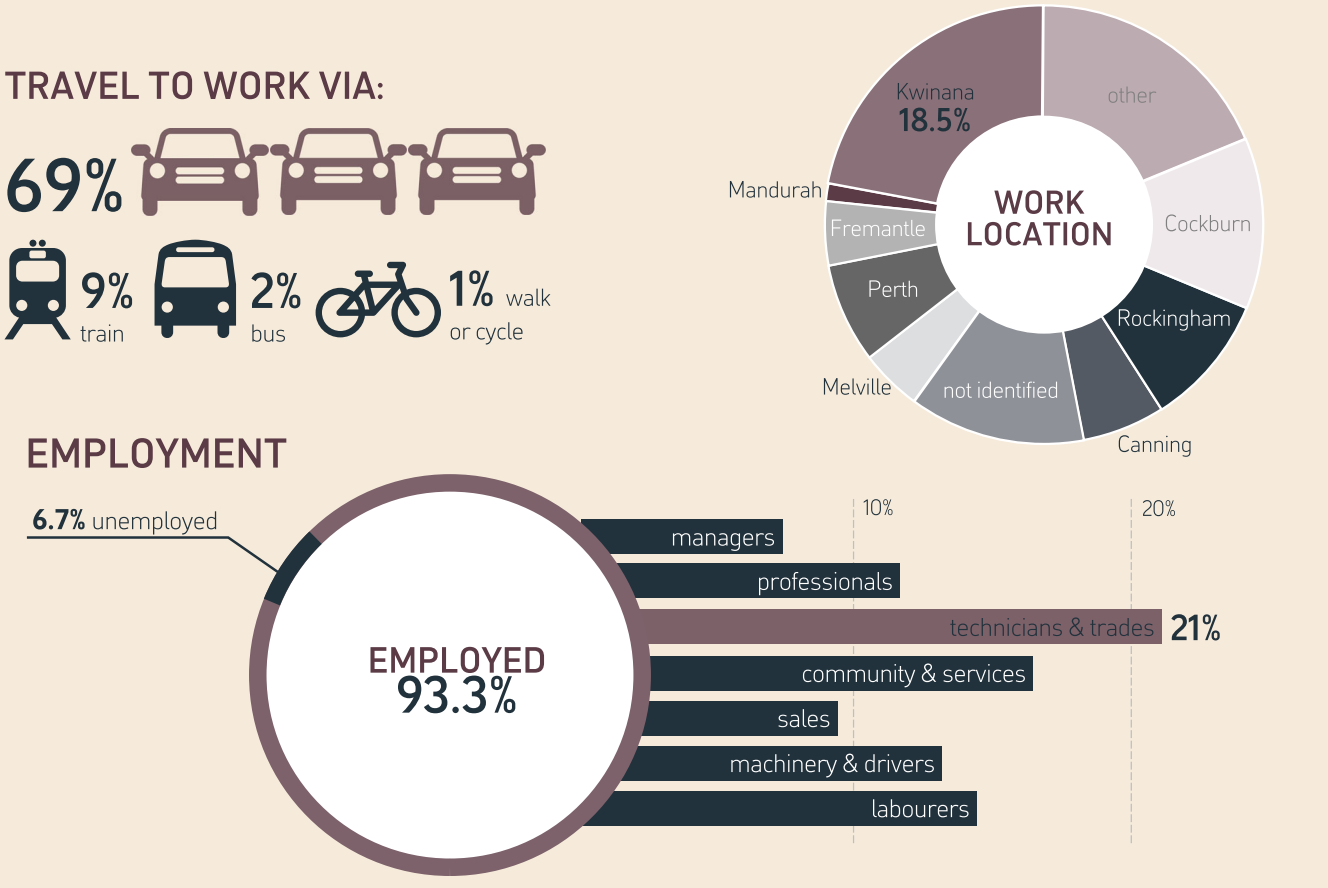
The current mode of travel to work is by car, however, a significant section of the resident labour force (51.5%) work within the south west corridor, suggesting the need to retain a strong public transport focus on employment locations within this sector.

ECONOMY AND INDUSTRY

Unemployment in Kwinana is high at 6.7%, compared to the Perth metropolitan area at 4.8%. Of those in employment, the proportion of local resident labour force sits at 33%, while the remaining 67% work within the greater Perth area (Figure 6).

The dominant work sectors remain in Manufacturing and construction. Emerging sectors are within education and training, public administration and safety, health care and social assistance.

Kwinana has relied heavily on resource intensive industries such as mining, manufacturing and construction. Under represented in both high growth and cluster concentration are financial and insurance services, professional services, administrative and support services, arts and recreation services, retail, wholesale, agriculture, forestry and fisheries, education and training (Draft KLPS, 2015)



1.4 CHALLENGES AND OPPORTUNITIES

Kwinana City Centre is evolving, and whilst it is faced with a number of physical challenges outlined in the table below, this also provides for untapped opportunities (Figure 8) to express the centre as a key destination, offering unrealised commercial returns and a place for the community to come together at its heart.

	CHALLENGES	OPPORTUNITIES
Topography	• Perceived distance walking between areas • Physical separation between precincts • Visual separation between areas	• Maintaining active frontages onto public spaces. • Strengthen the distinctive characteristics of each area by responding to the natural terrain
Land Ownership	• Council Administration building at capacity • Limited development opportunity on smaller lots	• Consolidation of Council administration • Collaborative partnerships to integrate land uses
Existing Land Uses	• Lack of night life offering • Limited diversity of land uses within the City Centre • Limited diversity of residential development in the immediate vicinity of the City Centre	• Greater diversity of night time /day time offering • Provide for mixed used development to allow for upper storey residential uses - increasing the range of housing options. • Collaborative partnerships with local businesses to engage with and develop sustainable outcomes for the City Centre
Movement	• Vehicles dominate in City Centre • Width and speed along Gilmore Ave detracts from the City Centre environment • Disconnect between land ownership within the southern area	• Defining a clear movement network hierarchy • Traffic calming Gilmore Ave • Development of an Integrated Transport Strategy
Public Open Space	• Limited passive surveillance onto POS • Lack of integration between POS • Linking facilities across Gilmore Ave • The protection and enhancement of bush land has been identified as a priority in the Strategic Community Plan.	• A balanced approach between development and the protection of the natural environment needs to continue into the future. • Ensure facilities meet the changing needs of the local community • Maintain seamless connections to public open space
Parking	• At-grade car parking dominating the City Centre • Overlap of facilities using closest convenient spaces • Perceived lack of parking	• Short-stay parking primarily located on-street. • Integration of Parking Management Plan and Integrated movement strategy - working collaboratively with the Marketplace
Pedestrian access	• Topography of the City Centre • Lack of passive surveillance along primary pedestrian corridors	• Prioritise safe pedestrian access • Create pleasant walking environments between key destinations • Increase passive surveillance along primary pedestrian corridors

1.0 Strategic Context

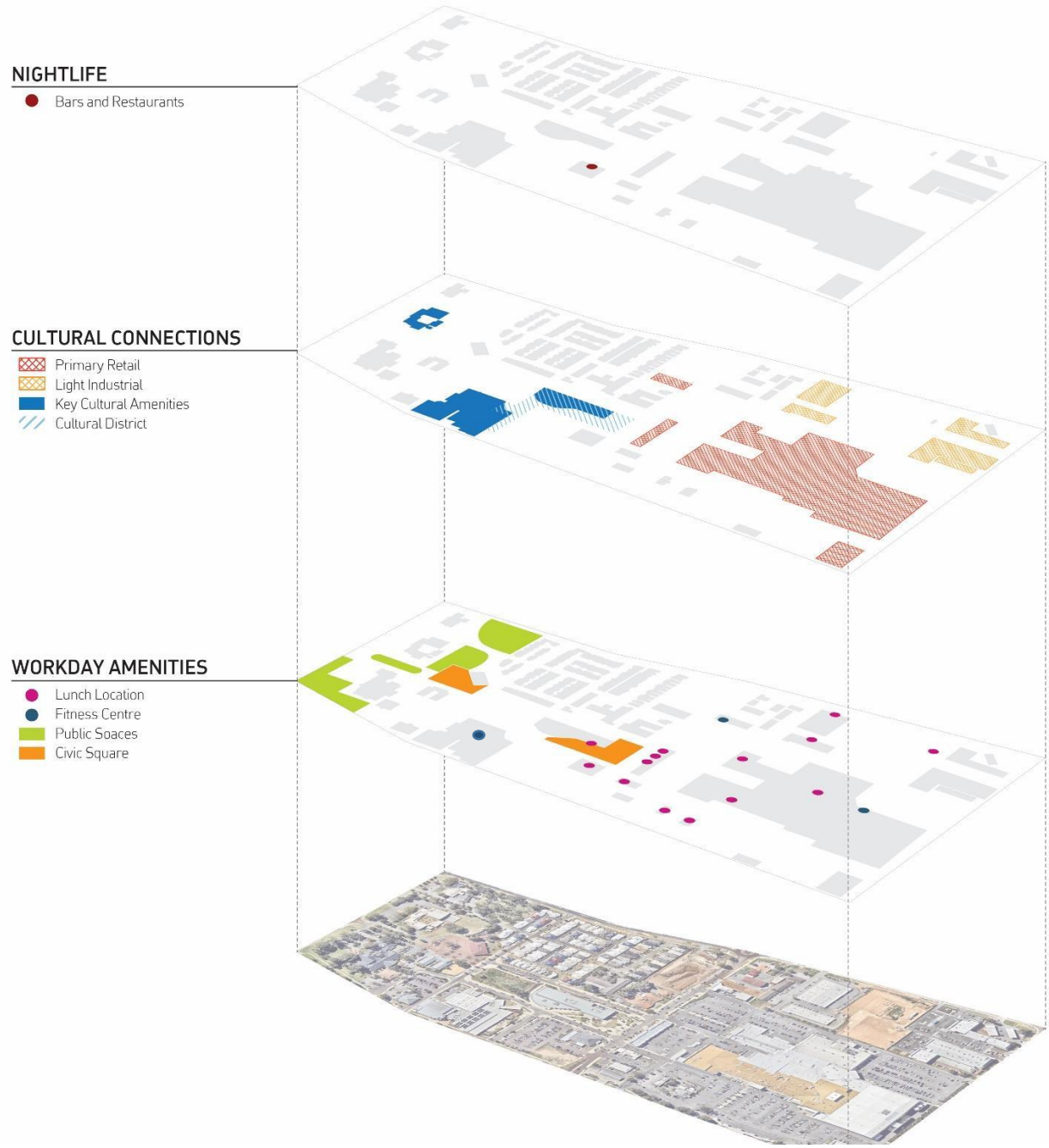


Figure 8: *Analysis of Kwinana City Centre highlighting areas of opportunity*


Kwinana



2 VISION

2.0 Vision

2.1 VISION

Kwinana's character is reflected in its unique community driven spaces. A number of urban expansion areas continue to regenerate a number of inner and outer city sites, helping to define it as a modern centre.

Within this interplay of elements, the Strategic Community Plan (SCP) sets out the following vision statement for the City:

"Kwinana 2030 – Rich is spirit, alive with opportunities, surrounded by nature – it's all here!"

This Master Plan has been prepared to assist in achieving this vision and overarching Strategic Community Planning Objectives under the following four themes:

+ Rich in spirit
+ Alive with opportunities
+ Nature – preserve and enhance
+ Services, facilities and a diverse lifestyle

Within this context, the following aims have driven the revised City Centre Master Plan:

1. **Create a context for people to engage with the place**
2. **Create a context for people to engage with each other**
3. **Create a context for people to celebrate a shared sense of place**

2.2 OBJECTIVES

The follow objectives reflect the intent of this Master Plan to revitalise Kwinana City Centre:

+ Provide a high quality Main Street environment facilitating a pedestrian-orientated environment and public spaces.
+ Create key 'destinations' which promote activity and vibrancy in the City Centre.
+ Reinforce existing civic and retail anchors to link primary pedestrian routes north and south of the City Centre.
+ Encourage a wider variety of uses within the City Centre to facilitate activity outside of business hours.
+ Minimise the impact of vehicle traffic and car parking within the City Centre.
+ Integrate the City Centre with Calista Oval and surrounding developments.
+ Promote a high quality mixed use environment accommodating ground level retail and opportunity for multi-unit residential dwellings above.
+ Redefine Gilmore Avenue as the a gateway boulevard into the City Centre.
+ Reflect Kwinana's unique sense of place identity through the built form and links to natural and cultural landscapes.
+ Integrate peripheral development along Meares Avenue, reinforcing a mix of development within the City Centre.

2.0 Vision



Figure 9: *Indicative model Kwinana City Centre Master Plan*

2.3 MASTER PLAN CONCEPT

The revised concept plan (Figure 10) is based on the outlined aims and design principles. The plan is illustrative only, showing the desired layout of streets, public spaces and building footprints, guiding the development of the City Centre over a 30 year period.

Whilst the Master Plan does not seek to restrict creativity, new development within the City Centre will be assessed for their contribution to essential qualities outlined within the twelve development principles and the more detailed design guidelines presented in the following section. These guidelines have been developed to promote a degree of consistency in the quality, form and amenity new buildings contribute to the City Centre.

Key elements of the Master Plan are identified on the following plan (Figure 10). These suggestions contribute to a sustainable centre incorporating a mix of uses within a vibrant public realm.

1. Reinforce a slow speed pedestrian environment and continuous edge to Chisham Avenue Main Street providing visual interest and generous space for alfresco dining and pedestrian movement.
2. Creation of shared use pedestrian environment linking the Civic Square to surrounding destinations.
3. Redefine Gilmore Avenue as a slow speed entry boulevard facilitating safe and convenient access between the city and new activities on Calista Oval.
4. Reinforce legible and attractive north-south and east west primary pedestrian routes connecting uses within the City Centre to public transport, Calista Oval and surrounding residential development.
5. Integrate a diversity of residential dwellings and providing opportunities for residents to enjoy the City Centre location.
6. Development of a secondary Community Square providing a nodal link between the existing Public Transport Interchange and central Civic Square.
7. Introduce short-stay car parking on-street within the heart of the city.
8. Sleeving of longer-stay off-street car parking to the rear of buildings or partially screened from the street – preferably shared between many uses.
9. Tree planting along the primary north-south and east-west pedestrian routes providing canopy coverage and continuous sight lines between nodal links.
10. Promote shared use pedestrian environment to link main entry points between the Kwinana Marketplace and the Main Street.
11. Integration of retail uses to the western edge of Kwinana Marketplace Shopping Centre addressing the primary north-south pedestrian route.
12. Bus stop accommodated either side of Gilmore Avenue to facilitate public transport connections north of Chisham Avenue.

2.0 Vision



Figure 10: *Kwinana City Centre Master Plan*





3

URBAN STRUCTURE

3.0 Urban Structure

Aim: Create a context for people to engage with the place

The City Centre Master Plan takes into consideration the broader character areas, the wider public space network linking nodes of activity and key view corridors within the proximity of the Centre. At the wider scale this also addresses primary pedestrian north-south and east-west routes and the hierarchy of street types setting up the urban structure for new development to respond to. Key connections must be reinforced to achieve a revitalised City Centre.

3.1 CHARACTER AREAS

Good design responds and contributes to its context. Context refers to everything that has a bearing on an area and comprises its key natural and built features reflective of precinct character areas expressed in Figure 11. This also includes land uses, social and environmental factors. Understanding the context means understanding inter-relationships between local areas and the wider city that will impact the centre over time.

OUTCOMES

+ Provide a cohesive approach to development within precincts.
+ Buildings complementing the character and attributes of the locality and landscape themes of the public realm.
+ Integrate with adjacent development contributing to a vibrant pedestrian Main Street environment.

ATTRIBUTES	DESIGN GUIDANCE
Civic Precinct	**Civic Precinct**
+ Located north of the City Centre between Sulphur Road and Darius Drive the Precinct is characterized by buildings set within a landscaped park setting. + The City's civic administration is featured in a prominent location with associated public areas for ceremony and celebration. + New residential development will create a lively and active precinct accommodating a range of housing choice.	+ Street frontages and public realm treatment should resolve level differences to provide accessible and attractive spaces. + Building form should respond to the topography using level changes to provide under-croft and basement parking below active floor levels. + New development, largely influenced by the surrounding built form, should respond to each other to establish elements of cohesiveness throughout the precinct.
Main Street Precinct	**Main Street Precinct**
+ A bustling retail and commercial centre supporting a high level of pedestrian activity, slow moving traffic and rich mix of uses fronting the Main Street. + Comfortable, wide, sheltered footpaths and public spaces of contemporary design will provide a setting for people to linger, shop, gather in the evening and for special events, local markets and festivals. + The public realm will be characterized by significant tree planting to enhance landscape qualities that are valued in Kwinana	+ New development within this precinct should provide an engaging public space for locals, visitors and workers in the area. + Improved pedestrian connections to the shopping mall and Main Street retail will add to the city's economic vitality. + Residential development is encouraged, particularly at upper levels, to provide a liveable city centre supporting a variety of dwellings to enliven and to engender a sense of ownership of and care for the Centre. + New development should accentuate the edge of the Main Street, reinforcing a distinctive urban wall and sense of enclosure.

3.0 Urban Structure

ATTRIBUTES	DESIGN GUIDANCE
Retail Precinct	**Retail Precinct**
+ The shopping centre as the key activity, will evolve to become an integrated and connected part of the City Centre where people can move easily between the internal mall environment, the street and out to the precincts beyond. + Service areas will be designed to be clear and clean, using CPTED principles. + Buildings will be designed to minimise the visual impact of blank walls and large scale facades.	+ The built edges of the shopping centre are encouraged to provide active frontages along primary pedestrian linkages and to building entrances, reaching out beyond the site and precinct to improve walkability to and through the City Centre. + All retail and business development will address public spaces to create a safe, attractive, well landscaped place for people at all times of the day and night.

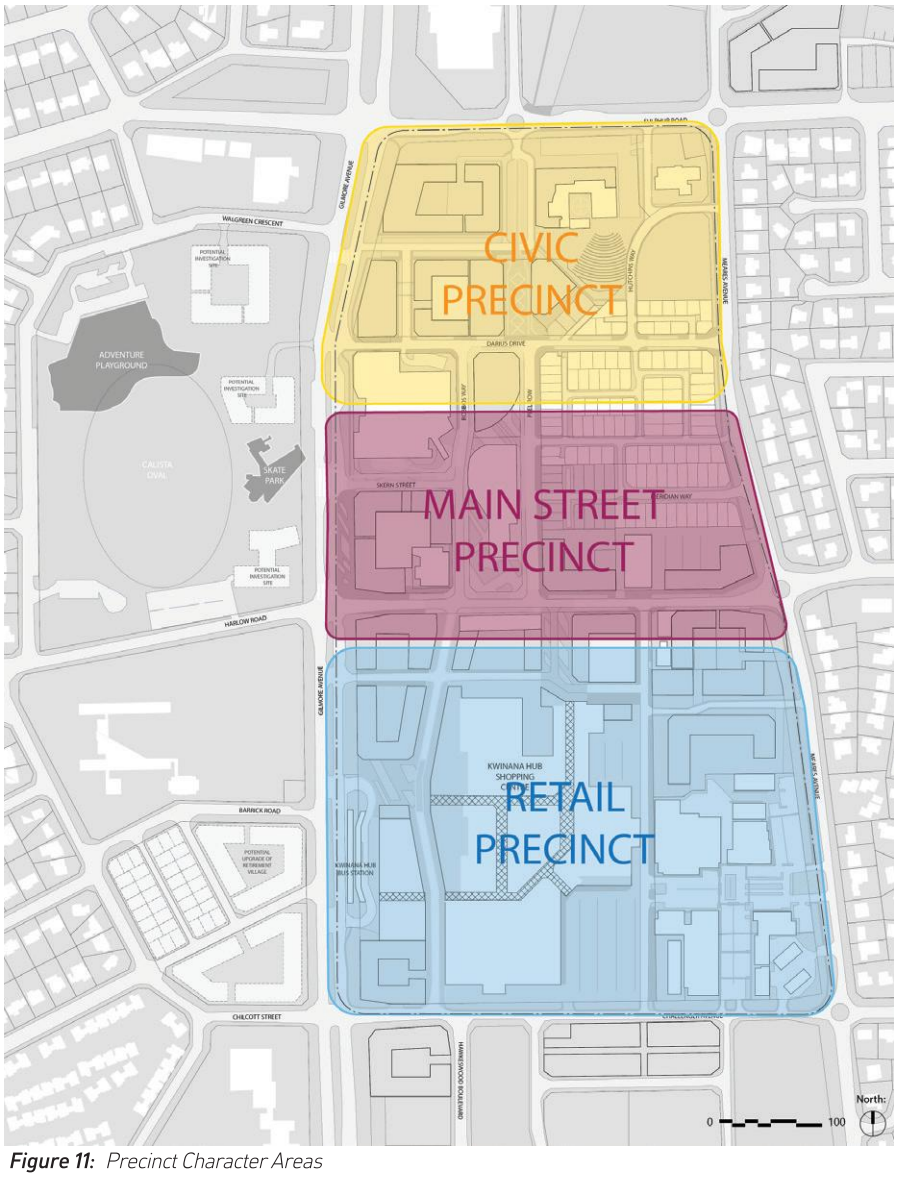


Figure 11: *Precinct Character Areas*

3.2 PUBLIC SPACE NETWORK

Publicly accessible space linking nodes of activity are responsive to the existing pattern and uses within the City Centre and adjoining areas.

Key nodes of activity within the City Centre provide for a variety of spaces, enabling a range of opportunities for the community to come together at the heart of the City. Over time, this network of spaces will build on creating a unique sense of place and identity to the City Centre.

OUTCOMES

Distinctive Places

+ Creation of distinctive places that brings the community together and attracts a broader diversity of users to the City Centre.
+ Ensure that development incorporate plazas, terraces and other public spaces for people to recreate.

Linking Activity Nodes

+ Integrated network of open space accommodating a variety of uses within the City Centre (Figure 13).
+ Defined connections to the surrounding land uses and public spaces.
+ Providing a variety of spaces as attractive venues for active and passive recreation within the City Centre.

Public Spaces

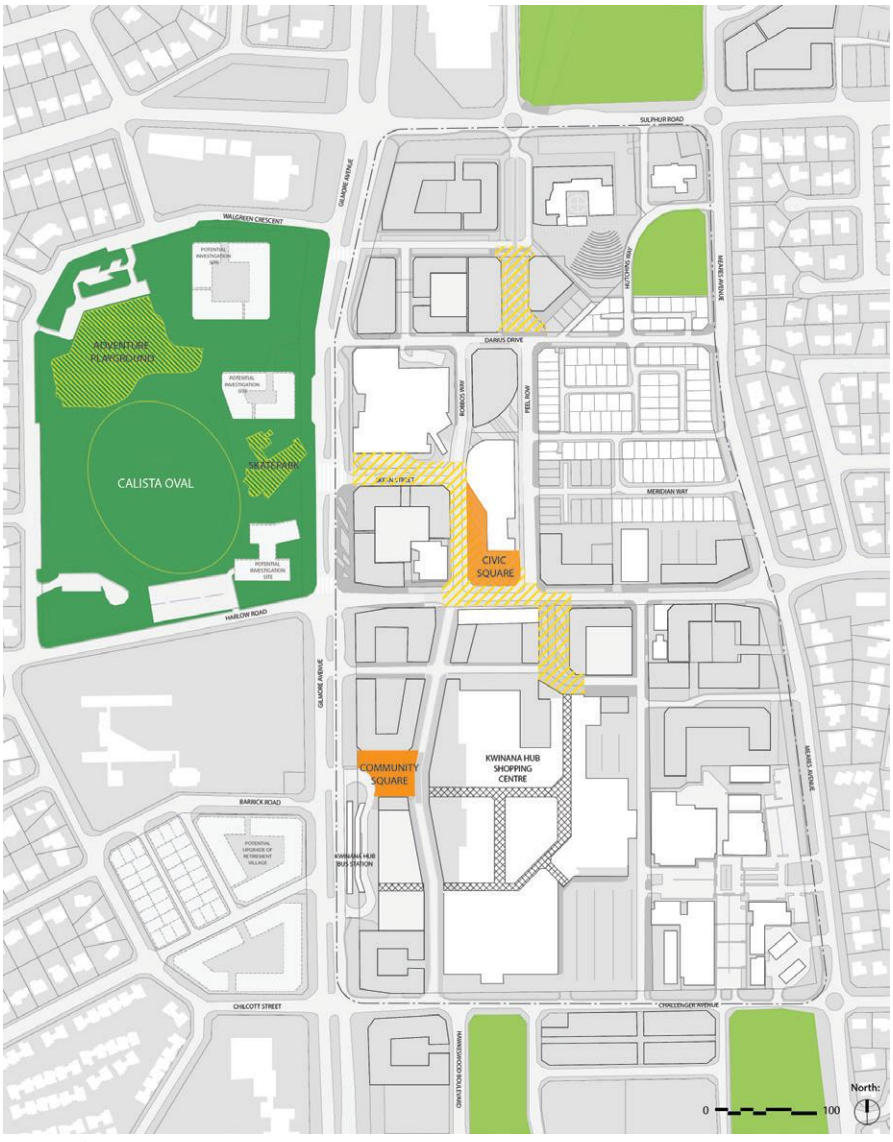
+ Establish Chisham Avenue Main Street as the focal point and prime public space of the City Centre.
+ Ensure buildings provide an integrated response to the adjacent public realm that corresponds to the overall character and sense of place.

ATTRIBUTES	DESIGN GUIDANCE
Distinctive Places	
+ The built form and public realm working together to create places having a distinctive character. + Embrace new and contemporary uses.	+ Providing a variety of pedestrian environments along key pedestrian routes, such as squares, plazas and courtyards, add interest and contribute to a distinctive sense of place. + Integrate public art to reflect a unique sense of place.
Linking Activity Nodes	
+ Define key nodes of activity through the built form and expression of the public realm. + A variety of attractive and functional spaces providing for a range of users within the City Centre.	+ Linking key pedestrian landmark features to ensure clear destinations within the City Centre and surrounds. + Resting spaces provided for within public spaces enabling people to linger.
Public Spaces	
+ High quality pedestrian access adopted throughout the public realm. + Public spaces and parks are within easy walking distance of the City Centre. + A connected network of open spaces, reinforcing linkages to the City Centre and surrounding recreational activities.	+ Create active interfaces between the public realm and adjacent buildings. + Consider the site infrastructure design integrated within the public realm. + Ensure new built form provide a focus on natural passive surveillance.

3.0 Urban Structure



Figure 12: *Western Section, Skerne Street Shared Street environment*



DISTRICT OPEN SPACE
LOCAL OPEN SPACE
CIVIC/ COMMUNITY SQUARE
SHARED SPACE
ADVENTURE PLAYGROUND & SKATEPARK
CITY CENTRE BOUNDARY

Figure 13: *Variety of Public Spaces within and surrounding the City Centre*

3.3 VIEW CORRIDORS

Figure 14 illustrates key view corridors, landmarks and entry statements into the City Centre, providing the opportunity to enhance legible connections into the heart of the City and surrounding activities within Calista Oval.

OUTCOMES

Primary View Corridors

+ Preserve the opportunities for views and vistas through to the surrounding natural landscape, reinforcing the areas distinctive sense of place.
+ Provide legible connections throughout the City Centre, linking nodes of activity.

Landmarks and Key Features

+ Maximise visual linkages with key lines of sight between activity points and buildings to enhance legibility.

Gateway Statements

+ Defined thresholds into the City Centre.

ATTRIBUTES	DESIGN GUIDANCE
View Corridor	
+ New development reinforces important views and the relationship between the building and adjacent public space.	+ Building design should maximise views from living spaces, balconies and terraces to the public realm and future open space. + Maintaining walkable distances between blocks (<100m) creates the opportunity to link visual sight lines.
Landmarks and Key Features	
+ Buildings on key intersecting corners have an increase in height to enhance legible wayfinding and visual connections through the City Centre.	+ Consistent scale and massing creates a strong sense of urban enclosure as well as framing and reinforcing sight lines to landmark buildings and key features. + A dynamic sequence of spaces, providing opportunity for moments of projection and recession, the juxtaposition between built and natural elements all add the activation and interest of spaces.
Gateway Statements	
+ Reinforce the significance of Gilmore Avenue as the major approach and gateway to the City Centre.	+ Enclosing spaces through landscaped edges or built form of consistent scale and massing creates the opportunity to define thresholds into the City Centre.

3.0 Urban Structure



Example: Northern view from the central pedestrian route linking view corridors



Example: Opportunity to link nodal points within the city centre

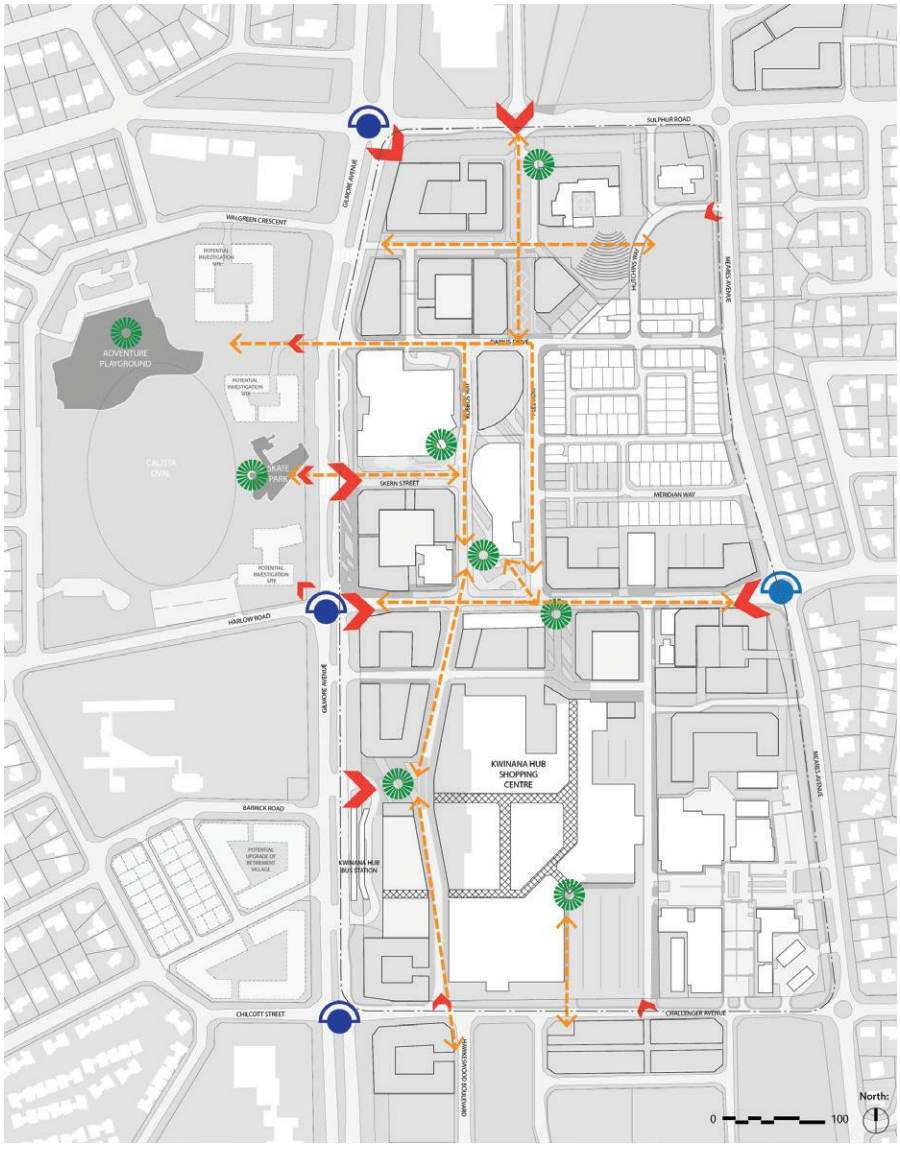


Figure 14: *View Corridors and Gateways*

3.4 ACTIVE TRANSPORT

Promoting active transport through clearly defined pedestrian, cycle and public transit networks (Figure 15) enables greater integration of the city environment with the surrounding residential neighbourhoods. This provides the opportunity for city users to spend time and explore the city environments and in turn contribute to city life. The City adopted the Bike and Walk Plan in 2018. In this regard, future cycle provisions should refer to the Bike and Walk Plan.

OUTCOMES

Primary Pedestrian Routes

+ Defined north-south pedestrian route integrating with east-west connections through the City Centre.
+ Integrate 'shared streets' within the City Centre to reinforce pedestrian priority environments.

Secondary Pedestrian Routes

+ Providing permeable connections through the City Centre.

Cycle Network

+ Promote active transport as a viable mode of transport linking the City Centre to clearly defined cycle routes and key destinations.
+ Ensure bicycle parking and end of trip facilities are provided for both public and private use.

Public Transport and Cycle Routes

+ Reinforce safe and legible connections to the public transport interchange adjacent to the Marketplace Shopping Centre.
+ Provide new bus stops north of the City Centre, linking new activities east and west of Gilmore Avenue.

ATTRIBUTES	DESIGN GUIDANCE
Primary Pedestrian Routes	
+ Reinforced primary pedestrian links as shown in Figure 16 + Pedestrian friendly road geometry including tight radii on corners, crossovers aligned with pedestrian movement and narrowing of carriageways. + Ground level frontages on primary pedestrian links incorporating a mix of land uses and design measures to ensure passive surveillance contributing to a safe, active and diverse public realm. + Provide safe and regular pedestrian crossings. + Generous uncluttered footpaths with sufficient space for alfresco seating and easy pedestrian movement.	+ Continuous and visually permeable shop fronts reinforcing the 'main street' environment contributes to both the streetscape and sense of activity. + Providing wide pedestrian crossings at key intersections to assist safe pedestrian connections. + Providing regular seating, cycle racks, bins protected from the sun, rain and wind will improve comfort and encourage street activity. + Weather protection along buildings fronting primary pedestrian corridors enables seamless pedestrian connections throughout the seasons.
Secondary Pedestrian Routes	
+ Pathways providing permeable pedestrian connections through the City Centre, linking through to surrounding activities.	+ Legible way-finding through the city centre can improve access to parking areas and local facilities + Roads and paths are safe for adults and children to walk or ride.
Bicycle Facilities	
+ Adequate supply of bicycle parking bays enabling greater choice of movement through the City Centre. + Bicycle parking and storage functions incorporated into the building design.	+ Buildings that include any non-residential development should include end of trip facilities to support active transport modes. + Ensure cycle parking spaces are integrated within the streetscape, within easy access, and clear view of adjacent uses to facilitate passive surveillance.

3.0 Urban Structure

ATTRIBUTES	DESIGN GUIDANCE
Public Transport	**Public Transport**
+ Provide high quality bus stops within the City Centre, integrated with the streetscape design and easily accessible to pedestrians. + Legible pedestrian connections linking the public transport interchange with provision for shelter, seating and access to cafes.	+ Provide safe, attractive and direct pedestrian and cycle access from large format buildings to public transport nodes and the surrounding area. + Pedestrian connections are reinforced to the public transport interchange with provision of shelter, seating and adjacent cafes providing passive surveillance over this area.

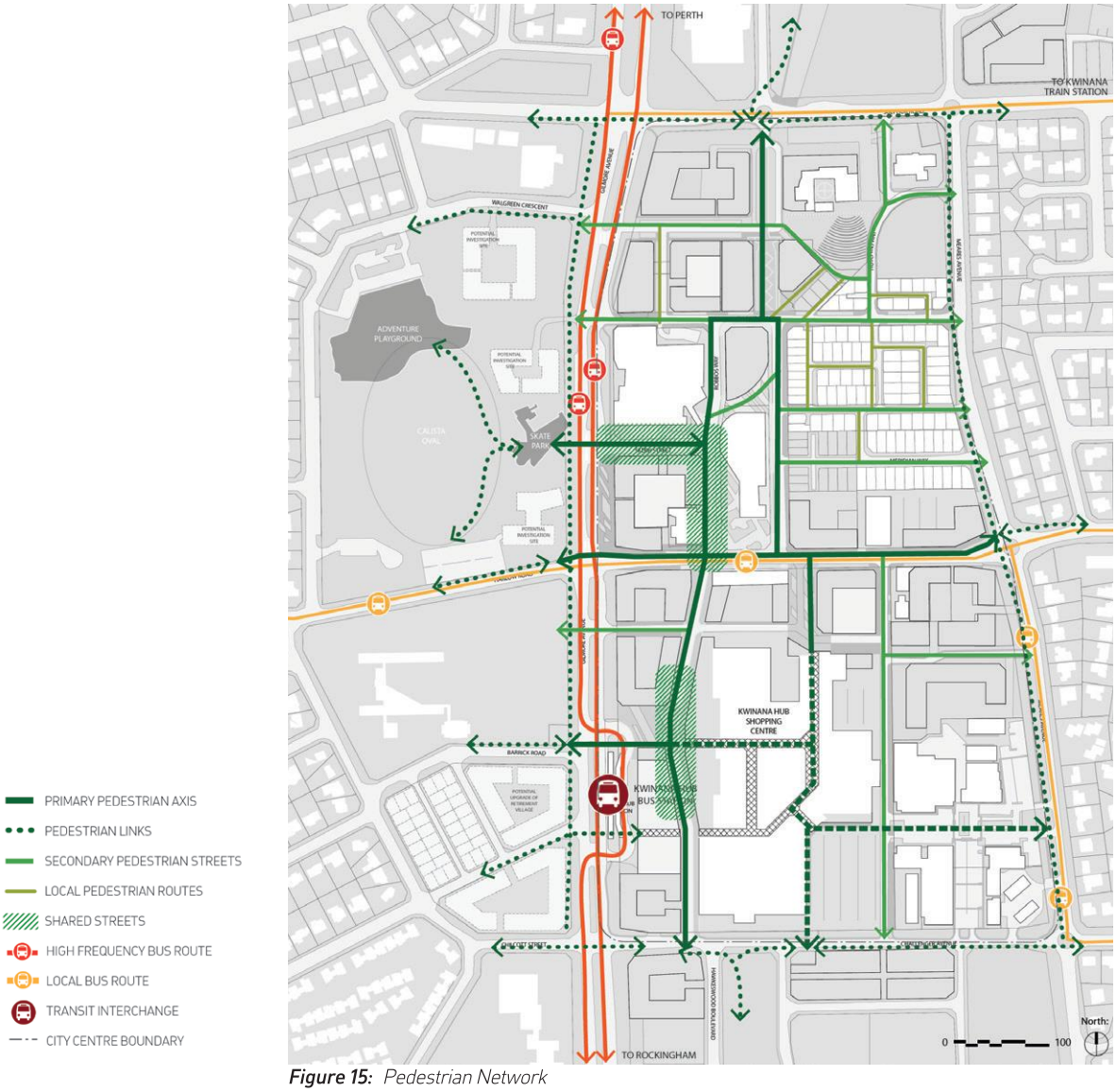


Figure 15: *Pedestrian Network*

3.5 MOVEMENT FRAMEWORK

Streets are the foundation of a great city centre and taking a people-centred approach promotes vibrancy, enriching everyday life for all residents and visitors. The Master Plan provides guidance for the desired character of streets and of the public realm.

Buildings responding to the street hierarchy (Figure 17) provide the opportunity to reinforce the street wall along primary streets, clearly defining spaces within the City Centre and enhancing the overall character of Kwinana.

OUTCOMES

Entry Boulevards

+ Representing the city's identity and civic pride, these streets are the highest priority due to the provision of a range of transport options for street users, as well as their importance to the City's overall entry function (Figure 16).

Primary Streets

+ Appropriate building height and street widths to create a sense of enclosure and definition to street, reinforcing street types by capacity and character.
+ An appropriate balance between vehicle and pedestrian movement, providing safety for pedestrians and accessibility for vehicles.

Secondary Streets

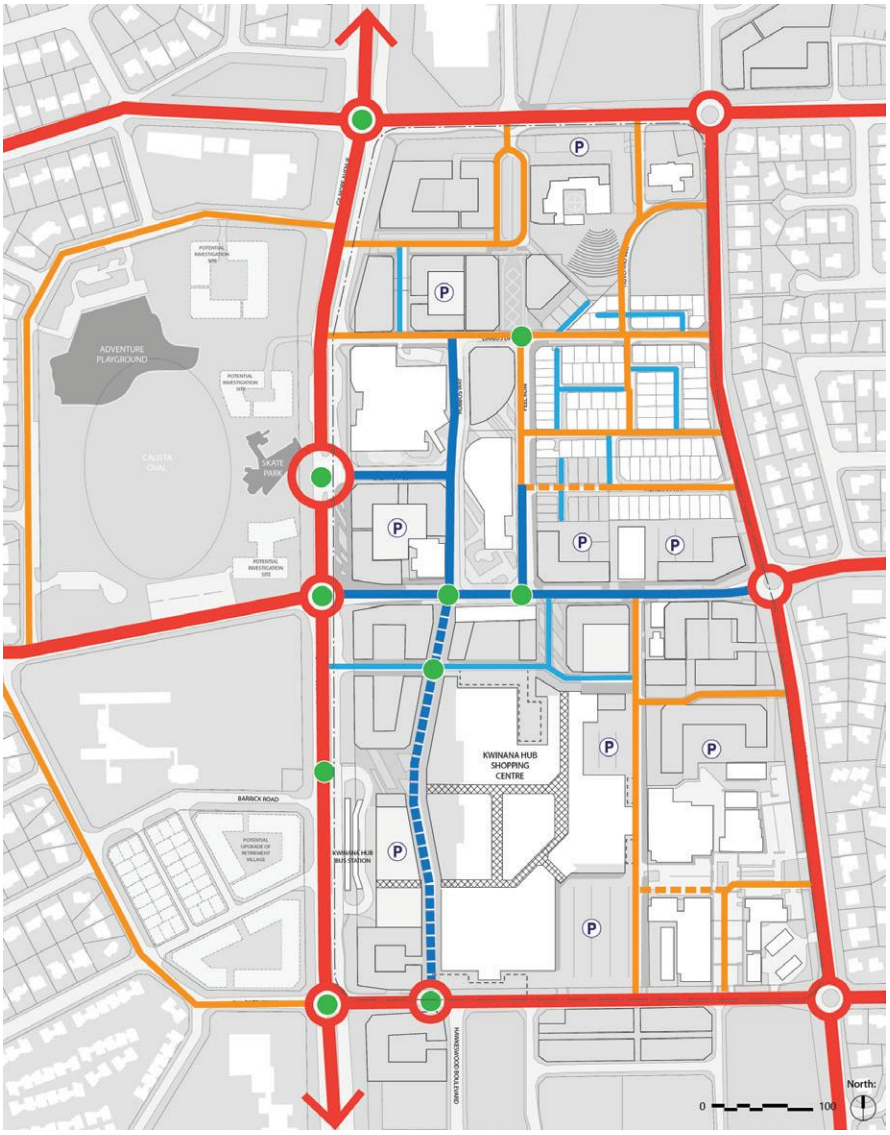
+ Create a human scaled environment which encourages social interaction, walking and active modes of transport.

ATTRIBUTES	DESIGN GUIDANCE
Entry Boulevards	
+ Reinforce a built edge onto Gilmore Avenue – supporting a slow speed environment between Chisham Avenue and Sulphur Road. + Prioritise pedestrian access across Gilmore Avenue at the key intersections of Sulphur Road, Chisham Avenue and Skerne Street.	+ Provide clearly defined, safe and convenient connections to the public transport network and cycle and pedestrian corridors
Primary Streets	
+ Traffic is slowed within the Main Street Precinct providing for defined pedestrian crossings and tree planting to create a sense of enclosure to the street. + New buildings should maintain or reinstate a street wall along primary streets.	+ Ground level facades providing variation and interest at a human scale along its length encourage people to linger longer. + Weather protection for pedestrians should be provided along primary pedestrian routes in the form of awnings, verandas or first floor balconies. + Vehicle entrance points and services areas integrated into the overall building design minimises the visual impact on the pedestrian environment and street vitality.
Secondary Streets	
+ Enable permeable vehicle access through the City Centre, distributing traffic onto the outer ring route. + Provide clear sight lines for passive surveillance and to frame significant views.	+ Passive surveillance along secondary streets can be provided by orientating windows and building openings onto the street and public spaces.

3.0 Urban Structure



Figure 16: *Northern Section Gilmore Avenue - reinforcing a street edge*



DISTRICT DISTRIBUTOR
PRIMARY MOVEMENT
SECONDARY MOVEMENT
LOCAL MOVEMENT
SERVICE ACCESS
CITY THRESHOLD TREATMENT
PEDESTRIAN CROSSING & INTERSECTION IMPROVEMENT
PRIMARY CAR PARKING SITES
CITY CENTRE BOUNDARY

Figure 17: *Street Hierarchy*

3.6 PARKING

Good design of car parking is essential to both functionality and good visual quality throughout the City Centre. Realignment of on-street car parking integrated within a newly landscaped environment is designed to improve the pedestrian experience and maintain convenient access to the local shops and facilities.

To balance the future car parking needs within the City Centre, Figure 18 illustrates an approach to manage the integration of car parking with future development opportunities. This aims to provide both efficient and convenient access users within the city environment.

OUTCOMES

On-street Car Parking

+ Ensure on -street vehicle parking and access are appropriately located, maintaining strong pedestrian connectivity, whilst minimising adverse visual impacts on the streetscape.
+ Management of on-street short term car parking to provide convenient and efficient access to city centre facilities and services.

Off-street Car Parking

+ Minimise the adverse visual impact of car parking structures by sleeving ground level parking with active land uses and attractive facade treatment.
+ Integrate parking within new development to enable activation of street frontages.

ATTRIBUTES	DESIGN GUIDANCE
On-street Car Parking	
+ On- street car parking that is time managed providing the opportunity for a more accessible core to the City Centre	+ At-grade car parking should not dominate primary street frontage or the public realm + On-street car parking should address safe and convenient locations within areas identified (Figure 18).
Off-street Car Parking	
+ Provide safe, legible, well lit access to car parking at the rear of developments to maintain strong pedestrian connectivity. + Vehicle entry points and service areas integrated with the overall building design minimize visual detraction from the pedestrian environment and street vitality.	+ Locate and arrange customer parking areas to the rear of the building, or below or above ground. + Legible way-finding through the City Centre can improve access to parking areas and local facilities + Vehicle crossovers minimized and shared where possible creates the opportunity to define primary pedestrian routes.

3.0 Urban Structure





Example: Bassendean Shopping Village Main Carpark, Bassendean





Example: Shared Space Street - Bayview Terrace, Claremont Quarter

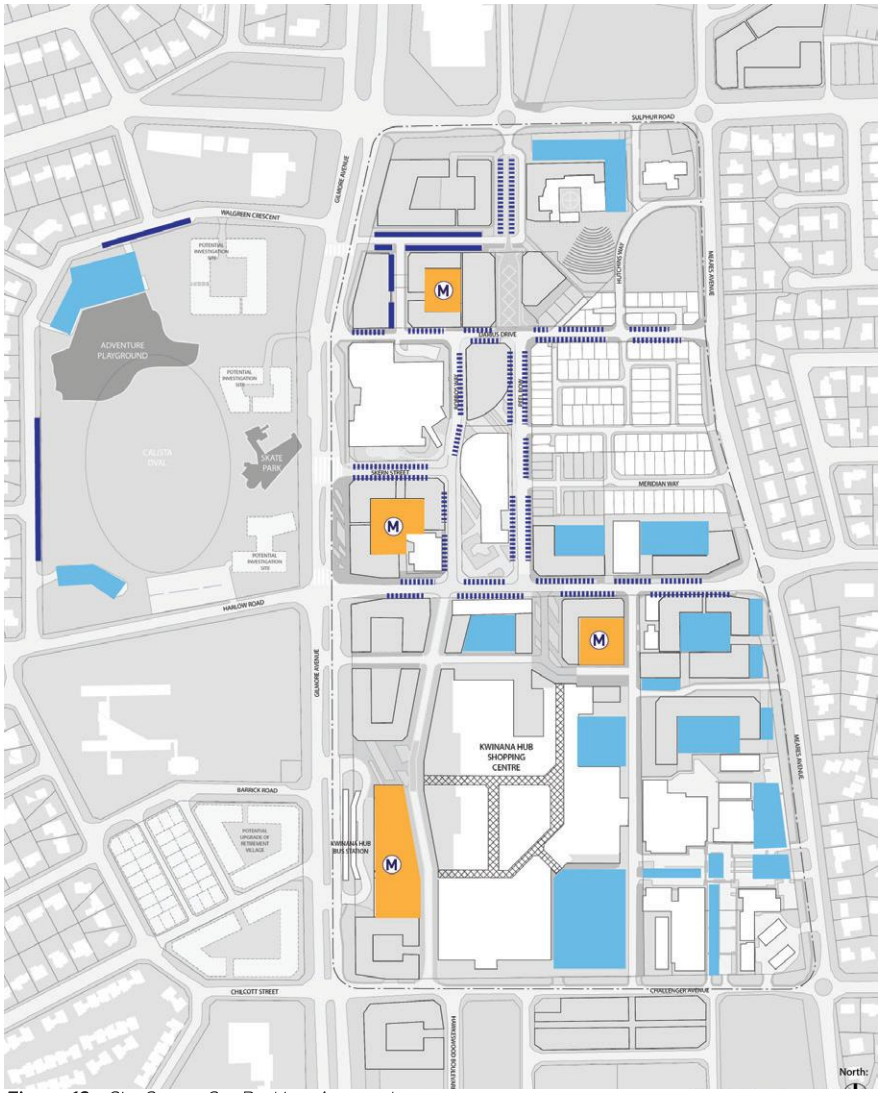


Figure 18: *City Centre Car Parking Approach*


Darius Well
Library & Resource Cente



4

BUILT FORM

4.0 Built Form

Aim: Create a context for people to engage with the place

At the streetscape scale, this outlines the surrounding mix of uses, desirable height and scale of buildings within the City Centre, as well as the key location of active frontages that proposed new development should address. This also outlines the treatment of facades and building orientation appropriate for enclosing spaces and providing protection from the sun and prevailing winds, as well as acoustic and visual privacy for residential uses within mixed use buildings.

4.1 MIX OF LAND USES

To encourage sustainable urban development within the City Centre a diversity of retail and commercial uses must be embraced (Figure 19). This is essential in promoting a vibrant and active destination by day and night set within a high quality public realm. The City Centre Master Plan also facilitates the development of more diverse and intensive living options. Apartments and town-houses provide the opportunity to address a gap in the current market, providing affordable living options in an active and vibrant centre. The character sought by the following outcomes are derived from existing examples of prominent mixed use city centres.

OUTCOMES

Mixed Use

+ Diversity of 'vertical' activities (multi-storey mixed use development) – adding to the sense of vitality and richness of place.
+ Diversity of 'horizontal' activities at ground level adding interest and a sense of vitality to the place.
+ Accommodating a mix of uses servicing daily needs, creating focal points and desirable attractors along key routes.

Commercial Use

+ Provide the opportunity for new businesses to be established with retail, office and commercial space encouraged at ground floor levels facilitating a vibrant pedestrian environment.
+ Encourage a variety of businesses that will activate the precinct during both daytime and evening hours.
+ Ensure high levels of functionality and servicing for new commercial development.

Residential Diversity

+ A range and variety of dwelling types to cater for a growing population and income levels.
+ Support residential living within the City Centre both around the edges, and in the upper levels of buildings.
+ Ensure high levels of residential amenity whilst also providing appropriate measures of visual and acoustic privacy.

ATTRIBUTES	DESIGN GUIDANCE
Mixed Use	
+ Integrate a mix of uses, providing for ground floor retail and commercial uses addressing the street and permanent residential in the levels above.	+ Incorporate 'vertical' (multi-storey mixed use development) and 'horizontal' mix of uses (traditional stand-alone buildings clustered together but with different and complementary purposes). + Incorporate a range of dwelling types within 'mixed use' buildings.
Commercial and Retail	
+ Ground floor levels incorporating a mix of retail and commercial uses (e.g. shops, restaurants, consulting rooms, offices), recreation and/or entertainment uses that address the public realm. + Ground floor retail and commercial floor space providing major pedestrian entries directly from the street.	+ Desirable land uses at ground floor are located in accordance with Figure 19. + Create synergies between activities during the day and night within the Main Street environment + Building design should consider flexibility and adaptability to different ground floor uses over time, providing generous ground level ceiling heights between 3.3m and 4m.

4.0 Built Form

ATTRIBUTES	DESIGN GUIDANCE
Residential Diversity	
+ Medium-to-high density residential development providing for a greater diversity of household within the City Centre. + Providing a clear distinction between the private and public space for residential uses at ground floor level + Allowing for passive surveillance and interaction with the street through window and balcony orientations.	+ Residential developments should provide a range of dwelling sizes and types providing a variety of housing types and affordability options. + Consider adaptable building design, such as buildings with floor plan dimensions and ceiling heights suitable for residential and commercial uses.

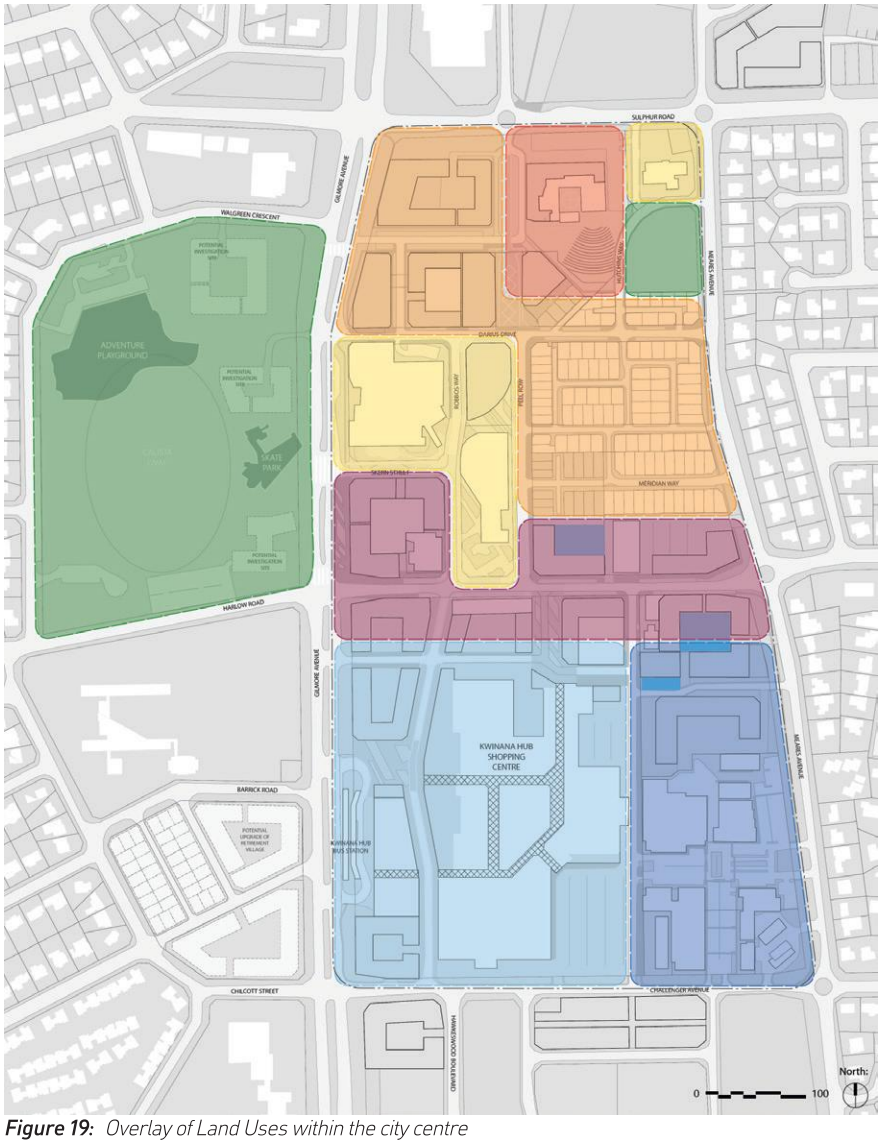


Figure 19: *Overlay of Land Uses within the city centre*

4.2 HEIGHT AND MASSING

Built form, height and massing all influence the 'look and feel' of the neighbourhood, as well as the quality, amenity and usability of internal and external spaces. The building envelope, site coverage, solar access and orientation are also considered for new development within the City Centre to consider.

OUTCOMES

Building Height and Scale

+ Ensures an appropriate building height to street width ratio creating a sense of enclosure and definition to street, reinforcing street types by capacity and character.
+ Promotes a high standard of design quality that provides a strong architectural character and sense of place

Human Scale

+ A variety of setbacks create a visually appealing and diverse built environment whilst also providing the opportunity to integrate the public realm.

Corner Sites

+ Corner buildings that have a distinctive presence, reflects their position as a link between streets, a vista termination, or entry statement.

ATTRIBUTES	DESIGN GUIDANCE
Building Height and Scale	
+ Desirable building heights are illustrated in Figure 21. + Greater variation of building heights within the Main Street Precinct and on key corner sites promotes interest and articulation of the built form within the city centre.	+ Medium-to-high rise built form fronting the Main Street environment should make efficient use of space and provide for generous landscaping and pedestrian pathways. + Provide appropriate response to the scale of low-medium rise buildings transitioning north and south of the Main Street environment. + Incorporate smaller retail and community activities along the perimeter walls of large streets and the internal malls of the Kwinana Marketplace.
Human Scale	
+ Any floor level above podium height (12 metres) is setback a minimum of 3 metres from the property boundary. + An increased podium height of up to 3 metres is permitted for corner buildings.	+ Medium-to-high rise buildings with consistent setbacks reinforce the public realm. + Minimal setbacks at the front and sides of non-residential developments provides the opportunity to define the street edges. + Limit expansive blank walls or reduce the impact by architectural treatment.
Corner Sites	
+ Achieve more prominent massing and architectural treatment on corners and other important sites (Figure 21). + Corner buildings address both frontages to the street and/or the public realm. + Buildings that terminate vistas ensure they address that vista.	+ Architectural detail is encouraged to distinguish corner buildings as a point of visual focus. Examples of such special treatment include; Additional floor height; distinctive roof form; articulation of corner wall elements and a variation in materials and colours. + Landmark sites identified as iconic should not adversely impact surrounding development.

4.0 Built Form

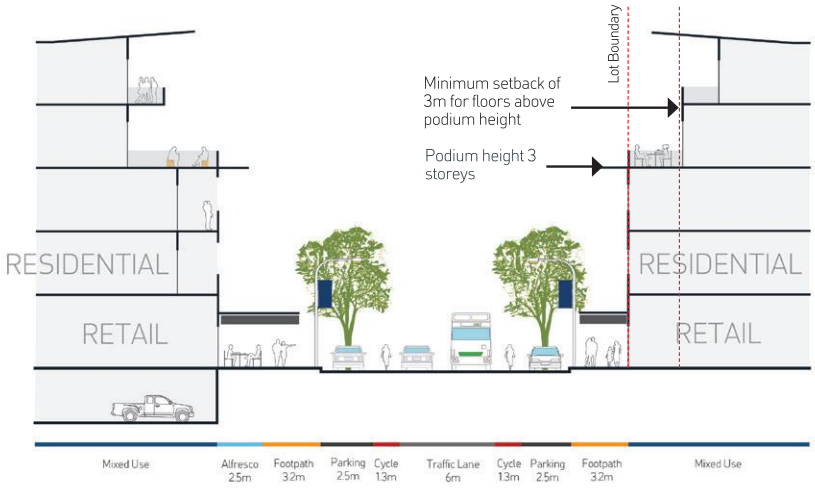
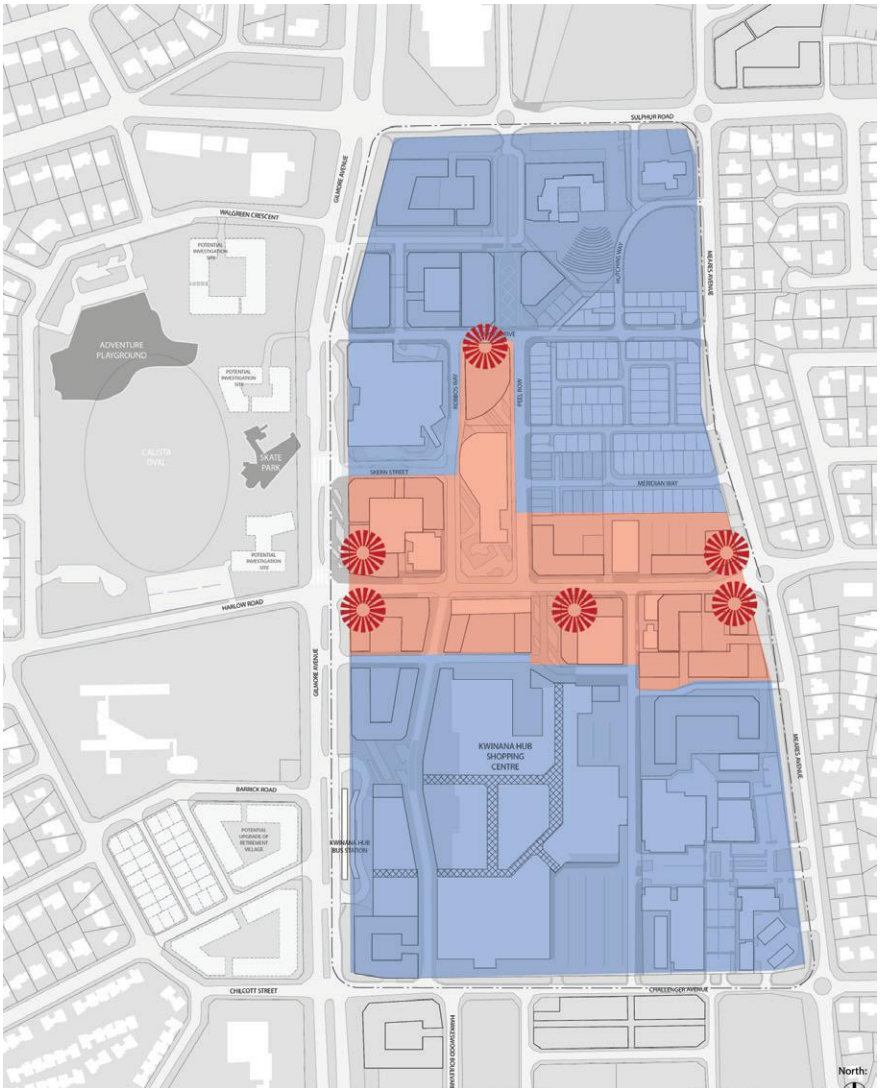


Figure 20: *West Facing Street Section - Chisham Avenue Main Street*



MAIN STREET ENVIRONMENT
TRANSITIONAL STREETS
KEY LANDMARK SITES
TOWN CENTRE BOUNDARY

Figure 21: *Desirable location of building height fronting the Main Street and at key corner sites*

4.3 ACTIVE FRONTAGES

Consideration of building design, the orientation and location of street level activity and visual connections between internal areas of buildings and the adjacent public realm, all contribute to a sense of liveliness, creating interest and attractive public places.

OUTCOMES

Active Frontages

+ Making frontages 'active', adding interest, life and vitality to the public realm adds to the social interaction of the City Centre.
+ Building frontages contribute to the character and positive identity of the City by defining the street level experience and how people feel and interact with their environment.
+ Encourage appropriate streetscape activation and active participation by the public.

Semi-Active Frontages

+ Frontages defined as 'semi-active' includes commercial and residential frontages that do not directly open to the street, however, provide the opportunity for passive surveillance through the direction of windows and openings.

ATTRIBUTES	DESIGN GUIDANCE
Active Frontages	
+ Active frontages (Figure 22) addressing the public domain to enhance the interaction with the street. + Long lengths of blank walls and infrastructure elements (substations etc) adjacent to primary pedestrian links and public open spaces are avoided. + Clear sight lines along footpaths connecting primary pedestrian routes creating active and passive pedestrian zones.	Active building frontages should: + address primary pedestrian corridors; + provide active, transparent shop frontages onto the street and public spaces to allow the public to see and be seen; + provide frequent doors and windows, with few blank walls; + have narrow frontage buildings, giving vertical rhythm to the street scene; + articulate high quality materials and refined details; + provide strong visual connection between internal spaces; and the adjacent public realm.
Semi-active Frontages	
+ Semi-active frontages addressing the public domain should contribute to an attractive public realm.	Semi-active building frontages should: + enable passive surveillance through the direction of windows and building openings onto all other streets and public spaces; + have few blind or passive facades; + provide some depth and modelling in the building facade; and + accommodate good quality materials and refined details.

4.0 Built Form



Example: Activation of street level facades



Example: Activation of pedestrian laneways linking spaces

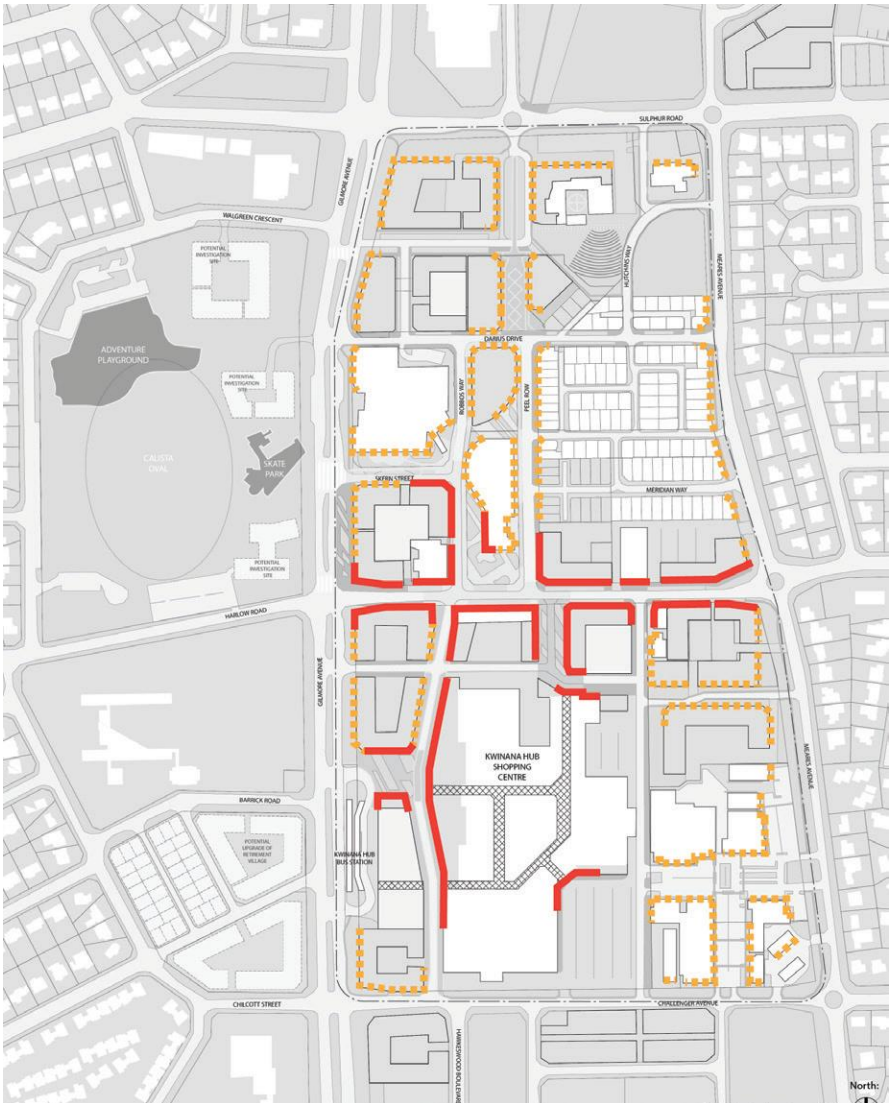


Figure 22: *Active Frontages to Primary Pedestrian Routes*

4.4 FACADE TREATMENT

The architectural quality of building façades enabling a continuous frontage of activity is beneficial in creating the atmosphere required for a 'Main Street'. If gaps between buildings are too large, the street enclosure is compromised and the intimacy of the environment is lost. To achieve this, buildings require the appropriate composition of elements and textures allowing pedestrians to intuitively understand the intended purpose and function of each building.

Clear glazing at ground level plays an important role in creating a visually interesting pedestrian environment. For cafés and restaurants, it gives passers-by a sense of the activity and atmosphere within.

OUTCOMES

Building Facades

+ Ensure individual buildings contribute to pedestrian friendly streets, providing a sense of activity and community at ground level.

Articulation of Vertical Form

+ Vertical and horizontal articulation helps to break up the mass of buildings and creates a human scale that connects and grounds it in the streetscape.

Building Entrances

+ Provide building entrances that are clearly defined and legible within the public realm.

ATTRIBUTES	DESIGN GUIDANCE
Building Facades	
+ Building facades are of a high architectural quality, appropriate to the 'main street' location enhancing the overall character and sense of place within the City Centre. + A high level of fine grain design should be articulated at ground level, to establish a human scale and ensure a positive pedestrian experience.	+ Incorporate surface modelling, colour or texture into the building's external walls fronting the streets and public places. + Materials and colours should be well considered, creating interest and complement the public realm. + Generous floor to ceiling heights of ground floor tenancies provides for a diversity of uses over time (Figure 23).
Articulation of Vertical Form	
+ Elements such as individual floor levels, balconies and outdoor spaces create an interesting and complex urban environment.	+ A higher degree of articulation in surfaces above street level, using awnings, balconies and/or the articulation of internal floor levels, vertical divisions of mass and roof spaces help express its contextual relationship within the City Centre. + Vertical articulation is encouraged for taller structures, to assist in grounding the building within the streetscape. + A variety of materials and articulated forms to break up overall building mass is recommended.
Building Entrances	
+ Pedestrian and vehicle entry points separated and well defined. + Commercial and residential entries separated and well defined. + Where long ramps are required to any public street frontage, they are provided wholly or partially in the building rather than externally to reduce their visual impact and assist in achieving a strong built edge to the street boundary.	+ Locate pedestrian entrances in prominent and convenient locations and on direct pedestrian paths. + Lighting, signage, materials and landscape elements should be utilized to highlight building function and entrances. + Provide pedestrian environments with access to sun, shade and shelter.

4.0 Built Form



Example: Facade treatment to corner building



Example - Alfresco area under awnings activating frontages



Examples: Layering of activity to supermarket frontage



Figure 23: *Active Frontage - Southern Facade Chisham Avenue*

4.5 BUILDING ORIENTATION

New building designs within the City Centre should create comfortable internal and external environments for its occupants by offering protection from the sun and prevailing winds as well as providing a high standard of acoustic and visual privacy for residential uses.

OUTCOMES

Solar Access and Ventilation

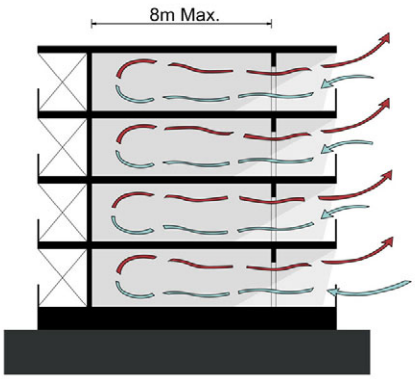
+ Encourage building designs with envelopes that provide access to good airflow, taking advantage of breezes for passive cooling and natural ventilation in summer.
+ Integrates innovative design, technology and material into the design of buildings to establish high standards of energy efficiency and sustainability of new buildings.

Acoustic and Visual Privacy

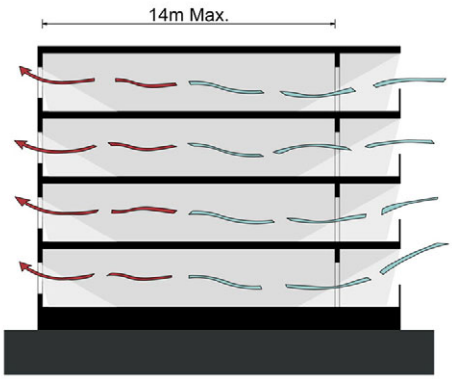
+ Use of construction materials and techniques that reduce noise transmission between buildings. Sound insulation is particularly relevant to the conditions experienced within a mixed-use environment.
+ Service doors and other utilitarian features should be located away from street frontages and treated to reduce their visual impact.

ATTRIBUTES	DESIGN GUIDANCE
Solar Access and Ventilation	
+ Building designs that capitalise on solar access for building occupants, neighbouring sites and the public realm. + Reduced overall carbon/greenhouse gas emissions and running cost from heating and cooling derived from non-renewable energy.	+ Building design should maximise northern facing aspects. + Particular attention should be given to the principles of passive solar design to ensure natural cross ventilation to all habitable rooms and as many non-habitable rooms. + Selection and location of thermal mass materials should be considered to contribute to the efficiency of a buildings performance. + Deciduous trees should be located on the northern side of buildings to provide shade in summer and allow sun in winter.
Acoustic and Visual Privacy	
+ Appropriate noise and odour reduction between uses to limit conflict, particularly at the interface between retail and residential uses. + The visible impact of roof top plant rooms and lift machinery rooms are minimised from the public realm.	+ Ensure privacy where needed. + Plant equipment should be enclosed and acoustically treated to ensure acceptable noise levels are achievable. + Plant and machinery rooms should be designed or screened in an appropriate manner to ensure they contribute to the visual quality of the development.

4.0 Built Form



Example - Cross-ventilation within single aspect apartment



Example - Cross-ventilation through dual aspect apartment



Example: Integration of adaptable solar screenings within building structures



Example - Screening of Services


Kwinana



5

PUBLIC REALM

5.0 Interface with the Public Realm

Aim: Creates a context for people to engage with each other

The public realm is integral to creating an attractive environment focused on the needs of people who use the city – workers, residents, students and visitors, connecting people and places as well as facilitating a greater diversity of activities.

The public realm relates to the area from the building frontage that extends into the public space at ground level, including elements and activities in public spaces such as outdoor dining, landscaping, signage and street furniture. This also considers the opportunity to integrate Water Sensitive Urban Design (WSUD).

5.1 VIBRANT PUBLIC REALM

Mixed-use buildings cater for a variety of functions and activities within the city centre. Well-designed buildings that create opportunities for ground level social spaces addressing the location of awnings and overall safety and security enabling pedestrians to 'read' visual cues for navigating the city environment as well as providing a comfortable experience essential for establishing vibrant and activated public realm.

Improving the perception of safety through the built environment is a key consideration in the development of public spaces.. Crime Prevention through Environmental Design (CPTED) principles should be applied in the design of public spaces, providing a response to improving the safety of the urban environment.

OUTCOMES

Social Spaces

+ High quality pedestrian spaces adopted throughout the public realm.

Overhangs and Shading

+ Provide a variety of verandas, balcony and awning types to facilitate a high-level of pedestrian environment.

Private Spaces

+ Provide an appropriate balance between the requirement for privacy and optimisation of the views through to the public realm.
+ Access to functional and usable private open space for all residential dwellings that is suitable for the purpose relaxation and entertainment.

Safety and Surveillance

+ Encourage passive surveillance of the public realm and pedestrian links, through active street frontages and the location of balconies and major openings.

ATTRIBUTES	DESIGN GUIDANCE
Social Spaces	
+ Clearly define private public realm. + Continuity of materials, finishes, landscape elements between the public and private realms used to diffuse the boundary between the two.	+ Provide areas within the public realm that concentrate various activities. + Ensure an active interface to adjacent land uses. + Allow for flexibility and adaptability of spaces. + Provide comfortable, safe and aesthetically stimulating spaces.
Awnings and Weather Shelter	
+ Weather protection and awnings projecting a minimum horizontal distance of 2.4m over the adjacent footpath. + Awnings providing a consistent clearance height of 2.7 metres from the footpath (Figure 23).	+ Awnings with large overhangs should be provided over significant openings on the north, east and west, and to shade outdoor areas. + Screens and awnings should inform the architecture in both form and materiality.

5.0 Interface with the Public Realm

ATTRIBUTES	DESIGN GUIDANCE
Private Spaces	
+ Upper level dwellings with generous balconies to provide attractive and functional private open space + Functional design of private spaces, i.e. restricting air-conditioning or other service equipment impacting the comfortable use of the balcony area.	+ Overlooking between balconies and adjoining residences should be carefully considered and privacy screening provided where necessary. + The location of Private Open Space (including courtyards and gardens) should consider adjacent (proposed) built form, wind, solar penetration and overlooking.
Safety and Security	
+ Buildings addressing the street/or public realm in a manner that promotes variety and visual interest. + Passive surveillance of streets provided by frequent overlooking of ground and upper floor windows, terraces and balconies.	+ Design and development contributing to the public realm should have due consideration for Crime Prevention Through Environmental Design (CPTED) principles, and more particularly the City's adopted Local Policy: Designing Out Crime.



Example: High quality public space enabling city users to gather





Example: Shared street creating pedestrian priority spaces



Example: Lighting of building frontages

5.2 LANDSCAPE

The design of streetscape and landscaped areas such as parks, civic squares, shared streets, outdoor dining spaces and pathways, includes consideration of materials, micro-climate, planting, as well as the physical and social benefits these bring to the community's well-being.

Together, these elements contribute to a distinctive place that supports the sense of identity and community ownership, resulting in safe and well used spaces, as well as providing a valuable contribution to the form, articulation and function of the City Centre environments.

OUTCOMES

Streets as Open Space

+ High quality landscaped environments adding to the City Centre's unique sense of place and identity.

Spaces between

+ Creating opportunity for a variety of uses within the City Centre providing for attractive and comfortable environments.

Materials

+ Ensure materials contribute positively to the main street environment and quality of the public realm.

ATTRIBUTES	DESIGN GUIDANCE
Streets as Open Space	
+ Primary pedestrian streets contribute to the City's distinctive sense of place (Figure 24).	+ Legible and continuous connections to existing open space and recreational social infrastructure will encourage users to explore the city environments and engage in surrounding activities. + Provide regular tree planting along the median and footpath with good canopy coverage to mitigate urban heat, improve biodiversity and provide pedestrian shade.
Spaces Between	
+ Linking spaces between buildings for users to inhabit and connect with the wider city.	+ Include spaces between blocks for tree planting, landscaping, pedestrian movement and amenity. + Creating a variety of spaces linking the wider public realm. + Plant trees clear of foliage between 600mm and 2400mm in height to allow clear sightlines and eliminate opportunities for concealment. + Avoid landscaping that block views into and out of a building or across the overall site.
Materials	
+ Utilise cohesive, high quality materiality to define the transition into the 'main street' and central heart of the City. + Reflect a contemporary character appropriate for the City Centre environments.	+ Fine grain design of the ground plane which effectively uses materials and colour to add interest and a layer of richness to the city centre is encouraged. + Materials and colours should be responsive to the environment and enhance passive solar design. + Durable materials and anti graffiti treatment should be considered within the retail environment.

5.0 Interface with the Public Realm



Example: Streetscapes defining city centre environments



Example: Landscaping enabling defined areas of alfresco dining and pedestrian access



Figure 24: *Northern Section Robbos Place - Primary pedestrian street*

5.3 SIGNAGE

Signage is an important component for navigation and business operation throughout the City Centre. However, an excess of signage can impinge on visual amenity. The form and type of signage needs to be carefully managed so this does not overwhelm the visual quality of the public realm.

The use of wayfinding signage helps to connect visitors and locals with public transport, retail areas, historical walks and local facilities, creating better connected communities and encouraging more active and sustainable modes of transport.

OUTCOMES

Main Street Signage

+ Ensure signage is integrated into building design and improves the overall appearance and legibility for residents and visitors.
+ Provide appropriate exposure for local businesses, activities and services.

Large Format Retail Signage

+ Signage is compatible with existing or preferred future character of the area.

Wayfinding

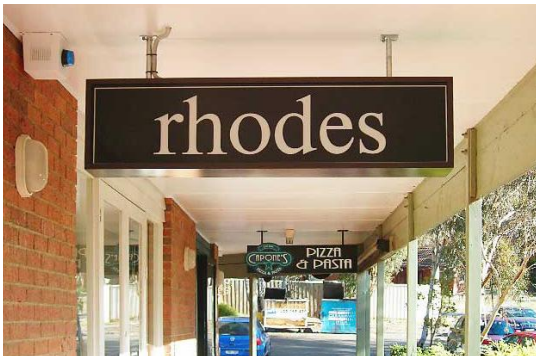
+ Provide a legible set of wayfinding signage for users to easily navigate the city centre environment and links to surrounding activities.

Lighting

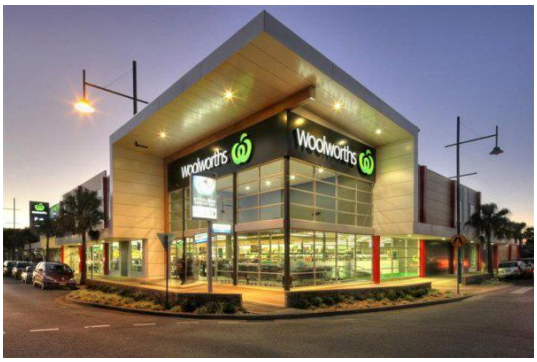
+ Provide appropriate levels of lighting for both the private and public realm for safety, security and aesthetic impact.

ATTRIBUTES	DESIGN GUIDANCE
Main Street Signage	
+ Of a scale and design character that complements the pedestrian experience and highlight focal points within the city centre environment. + Reflect the architectural composition of the building it serves, without obscuring any of the building's architectural features. + Signage should be graphically and artistically interesting and integrated with the architectural form of the building and precint character.	+ Signage under awnings should provide a minimum clearance of 2.5m from the footpath (figure 25). + Signage for tenancies above ground level should be a minimum of 1m above the awning line. + Creative typography, colours and form help create signage that can quickly become a recognisable landmark. + Use signage that is compatible with the existing or preferred future character of the area. + Co-ordinated with the placement of other public realm elements such as trees and lighting. + Signage should not impede on glazing. Active, transparent shop frontages should be maintained allowing the public to see and be seen.
Large Format Retail Signage	
+ Ensure building design include defined spaces to accommodate signs that respect building scale, architectural features, signage uniformity and established streetcape design objectives. + Consolidating the number of signs through better location and integration. + Restrict temporary and portable signs. + Prohibit billboards, revolving signs and roof signs on private property.	+ For each vehicle entrance to a site, signage should be consolidated for multiple tenancies onto a single plinth to reduce visual clutter (Figure 26). + Ensure that corporate and advertising signage is consistent with the surrounding urban context in terms of scale, format, materials, colours, illumination, legibility and that it is designed to minimise visual clutter through its integration into the overall building form of the development. + Avoid painting buildings to form large, visually intrusive corporate sign. + Signage should not impede on glazing. Active, transparent shop frontages should be maintained allowing the public to see and be seen.

ATTRIBUTES	DESIGN GUIDANCE
Wayfinding	
+ Wayfinding signage that is integrated within streetscapes, designed as a co-ordinated set of elements contributing to the distinctive character of the City Centre. + Increase permeability for walking and cycling through the City Centre as well as improved community wellbeing. + Increase retail profitability with more foot traffic and the retention of visitors	+ Wayfinding signage should easily and clearly navigate users through the City Centre environment, linking key facilities and activities within the City Centre and surrounding areas, such as the Adventure Park and Skate Park within Calista Oval.
Lighting	
+ Strategically located to highlight focal points and primary pedestrian routes within the City Centre. + Concealed under verandah roof overhangs or otherwise shielded to minimise glare. + Outdoor lighting directed downward with reduced light spill above the horizontal plane	+ Lighting should highlight the key features of buildings and landscapes. + Lighting should be used as a method of pedestrian way-finding through secure routes.



Example: Main Street signage at the pedestrian scale



Example: Large format retail signage integrated with the building

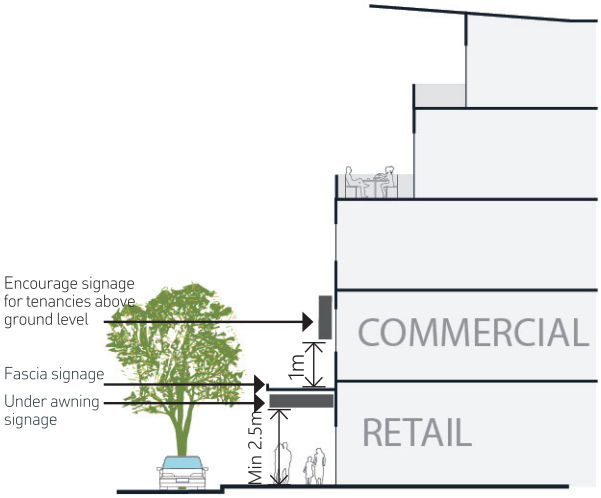


Figure 25: *Main Street signage*

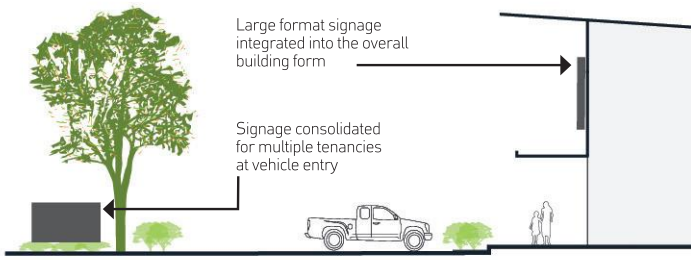


Figure 26: *Large format retail signage*

5.4 STREET FURNITURE

Street furniture contributes to the character and identity of the City Centre. Delivery of a consistent suite of street elements need to support the look and feel and point of difference, whilst also considering a number of factors including comfort, accessibility and materials that are robust, durable and sympathetic to the city context.

Seating provides a valuable resting place, particularly for elderly people and those with mobility difficulties. Comfortable, well-arranged seating also helps to encourage community interaction and public life within the City Centre.



Example: Custom designed streetscape furniture elements defining pedestrian areas



Example: Street furniture adding to comfort of outdoor spaces

OUTCOMES

Seating

+ Seating location and orientation helping to define passive and active pedestrian zones.
+ Enable users to linger within public open spaces with provision of appropriate street furniture.

Street Furniture

+ Consistent installation of street furniture offset and aligned to match other public realm elements such as trees and lighting.

ATTRIBUTES	DESIGN GUIDANCE
Seating	
+ Seating location assist with guiding pedestrian circulation instead of obstructing pathways. + Seat bases are connected to a continuous accessible path of travel + Seats are positioned, where possible, with respect to sun exposure, shade, trees and shelter. + Seating installed at a minimum 0.5m offset from the edge of a pathway for safe clearance.	+ Provide a variety of seating arrangements for people to socialise within public spaces. + Encourage community interaction through provision of seating, lighting, shade and shelter to provide comfort and prolong activity on the street. + Include elements such as steps creating opportunity for people to sit in public spaces with good access to views, sun and people watching. + Seats are provided at regular intervals along identified pedestrian routes.
Street Furniture	
+ Provide a consistent palette of furniture for the public realm that creates unity of the City Centre as a whole. + Services and other furniture elements such as wayfinding signage and bike racks are grouped to create nodes of activity	+ Allow for bespoke design items (designer, artist) supporting place identity. + Ensure materials are robust and design details are of a high quality to ensure minimal maintenance and whole life of costs.

5.5 PUBLIC ART

The successful integration of art into public spaces and buildings will assist in fostering a unique sense of character and identity for the City Centre.



Example: Temporary art



Example: Public art within entry landscape

OUTCOMES

Public Art

+ Enhance the urban environment through the integration of public art in public spaces and buildings.
+ Improve legibility by introducing public art which assists in making streets, open spaces and buildings more identifiable.
+ Create adaptable spaces within the public realm to facilitate temporary and interchangeable forms of art. This could include opportunities to integrate public art on facades, within community squares, wide junctions and temporary parklets located along primary pedestrian routes.
+ Establish a sense of shared ownership and accessibility of public spaces.

ATTRIBUTES	DESIGN GUIDANCE
Public Art	
+ Public art integrated into the design of buildings and public realm becomes a key contributor to making distinctive and memorable places.	+ Public art should enhance and contribute to the City Centre's identity and unique sense of place. + Integrate public art as a memorable part of experiencing the City Centre, both for the first time and repeat visitors. + Ensure public art is relevant to the site reflecting the area's unique character, history and contemporary use. + Buildings are encouraged to respond to local landmarks, public artwork, landscape and street trees to improve legibility of the public realm.

5.6 WATER SENSITIVE URBAN DESIGN (WSUD)

Water Sensitive Urban Design principles integrated with the landscape design should be integrated within new developments to manage stormwater run-off from driveways, open space and parking.



Example - Rain gardens within streetscapes



Example - Trellis planting integrated within building structures

OUTCOMES

Water Sensitive Urban Design

- Provide a range of stormwater management options for development, including landscape alternatives.
- Promote use of green infrastructure to improve pedestrian comfort and well-being, and to reduce the urban heat effect.
- Improve storm water quality entering waterways through the integration of WSUD.
- Minimise the impacts of storm water on site and the environment.
- Improve the micro-climate and enhance visual amenity through reduced hard surfacing.

ATTRIBUTES	DESIGN GUIDANCE
Water Sensitive Urban Design	
+ WSUD integrated through medians, tree pits and under pavement to mitigate stormwater impact . + Ensure plant and tree species are suitable for the climate and the location.	+ Stormwater should be treated on site before being discharged to receiving waters. + Maximise the percentage of pervious surfaces to allow percolation of stormwater into the ground, such as within swales and planting. + Consider the integration of green roofs and green/living walls to capture, detain and treat rainwater before it enters the drainage system. + Incorporate permeable pavement systems in upgraded roads and car parking. + Reduce the consumption of potable water through the installation of waterwise fixtures and fittings.

16 Reports - Civic Leadership

16.1 Budget Variations

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

To amend the 2018/2019 budget to reflect various adjustments to the General Ledger with nil effect to the overall budget as detailed below. Due to the nature of these variations, they fall outside the annual budget review.

OFFICER RECOMMENDATION:

That Council approves the required budget variations to the Adopted Budget for 2018/2019 as outlined in the report.

NOTE: AN ABSOLUTE MAJORITY OF COUNCIL IS REQUIRED

DISCUSSION:

ITEM #	DESCRIPTION	CURRENT BUDGET	INCREASE/ DECREASE	REVISED BUDGET
1	Capital Expense – Buildings – Kwinana South VBFB Station extensions and upgrade – Meeting/Training Room, kitchen, office, store and ablutions	Nil	(208,000)	(208,000)
	Capital Expense – Buildings – Mandogalup VBFB Station extensions and upgrade – Ablutions.	Nil	(162,500)	(162,500)
	Capital Revenue – Grant – Department of Fire and Emergency Services	Nil	315,500	315,500
	Capital Revenue – Grant – Department of Premier and Cabinet Local Projects, Local Jobs	Nil	55,000	55,000

Grant approval from Department of Fire and Emergency Services ($631,000) and the Department of Premier and Cabinet Local Projects, Local Jobs ($55,000) has been received for the upgrade and extension of the fire brigade stations. The upgrade and extension includes; for the Kwinana South station, upgrade and expansion to meeting/training room, kitchen, office, stove and ablutions ($386,000) and Mandogalup station demolition and reconstruction of the ablutions ($300,000). The Department of Premier and Cabinet funding has been received, and 50% of the Department of Fire and Emergency Services will be received this financial year, with the remaining 50% to be received upon building completion and included in the 2019/20 Annual Budget.

16.1 BUDGET VARIATIONS

ITEM #	DESCRIPTION	CURRENT BUDGET	INCREASE/ DECREASE	REVISED BUDGET
2	Capital Expense – Computing Equipment – Corporate Business System – Implementation	(810,000)	633,853	(176,147)
	Operating Expenses – Computing Infrastructure – Corporate Applications/Materials	(472,520)	(633,853)	(1,106,373)
	To recognise expenses of the Corporate Business System as operating expenses for the licence of the new Corporate Business System software that was originally budgeted as capital.			

LEGAL/POLICY IMPLICATIONS:

The *Local Government Act 1995* Part 6 Division 4 s 6.8 (1) requires the local government not to incur expenditure from its municipal fund for an additional purpose except where the expenditure-

(b) is authorised in advance by resolution*

“additional purpose” means a purpose for which no expenditure estimate is included in the local government’s annual budget.

*requires an absolute majority of Council.

FINANCIAL/BUDGET IMPLICATIONS:

The financial implications are detailed in this report.

ASSET MANAGEMENT IMPLICATIONS:

The allocation of funds towards the upgrading and renewal of existing City assets in the capital expenditure items is in line with the Asset Management Strategy and will reduce the current asset management gap.

ENVIRONMENTAL IMPLICATIONS:

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

16.1 BUDGET VARIATIONS

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

COMMUNITY ENGAGEMENT:

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

PUBLIC HEALTH IMPLICATIONS

There are no public health implications as a result of this report.

RISK IMPLICATIONS:

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

Risk Event	The City does not manage its finances adequately and allows budget expenditure to exceed allocation and the City then finds itself unable to fund its services that have been approved through the budget process
Risk Theme	Failure to fulfil statutory regulations or compliance Providing inaccurate advice/information
Risk Effect/Impact	Financial Reputation Compliance
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Rare
Rating (before treatment)	Low
Risk Treatment in place	Reduce (mitigate risk)
Response to risk treatment required/in place	Submit budget variation requests to Council as they arise, identifying financial implications and ensuring there is nil effect on the budget adopted
Rating (after treatment)	Low

COUNCIL DECISION

426

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

That Council approves the required budget variations to the Adopted Budget for 2018/2019 as outlined in the report.

CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL
6/0

16.2 Accounts for payment for the month ended 28 February 2019

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 under delegated authority for the month ended 28 February 2019, as required by the *Local Government (Financial Management) Regulations 1996.*

OFFICER RECOMMENDATION:

That Council:

1. Accepts the list of accounts, totalling $5,519,302.55, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 28 February 2019, as contained within Attachment A.

2. Accepts the detailed transaction listing of credit card expenditure paid for the period ended 28 February 2019, as contained within Attachment B.

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 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	$ 44,002.42
Cheque Payments - #200943 to 200946	$ 1,000.94
EFT Payments - #3824 to 3839	$ 4,228,491.51
Payroll Payments – 10/02/2019 and 24/02/2019	$ 1,245,807.68
Total Attachment A	**$ 5,519,302.55**

Contained within Attachment B is a detailed transaction listing of credit card expenditure paid for the period ended 28 February 2019. This amount is included within the total payments, listed above.

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 28 FEBRUARY 2019

LEGAL/POLICY IMPLICATIONS:

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* states:

13. Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

(1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
(a) the payee's name; and
(b) the amount of the payment; and
(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.

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 28 FEBRUARY 2019

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

COMMUNITY ENGAGEMENT:

There are no community engagement implications that have been identified as a result of this report or recommendation.

PUBLIC HEALTH IMPLICATIONS

There are no implications on any determinants of health as a result of this report.

RISK IMPLICATIONS:

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

Risk Event	That Council does not accept the payments.
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Compliance
Risk Assessment Context	Operational
Consequence	Minor
Likelihood	Possible
Rating (before treatment)	Low
Risk Treatment in place	Reduce – mitigate risk
Response to risk treatment required/in place	Officers provide a full detailed listing of payments made in a timely manner
Rating (after treatment)	Low

16.2 ACCOUNTS FOR PAYMENT FOR THE MONTH ENDED 28 FEBRUARY 2019

COUNCIL DECISION

427

MOVED CR S LEE **SECONDED CR D WOOD**

That Council:

1. **Accepts the list of accounts, totalling $5,519,302.55, paid under delegated authority in accordance with Regulation 13(1) of the *Local Government (Financial Management) Regulations 1996* for the period ended 28 February 2019, as contained within Attachment A.**

2. **Accepts the detailed transaction listing of credit card expenditure paid for the period ended 28 February 2019, as contained within Attachment B.**

CARRIED
6/0

ATTACHMENT A

Cheque Listing

Payments made between

01/02/2019 to 28/02/2019

City of Kwinana

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
Automatic Deductions								
1721867	22/02/2019	Caltex Australia Petroleum Pty Ltd	6,276.63	INV	22/02/2019	0301721867	Fleet Fuel 010119 to 310119	6,276.63
40219	05/02/2019	Commonwealth Bank	59.48	INV	05/02/2019	040219A	Credit Card Chief Executive Officer to 040219	59.48
40219	05/02/2019	Commonwealth Bank	323.85	INV	05/02/2019	040219B	Credit Card Functions Officer to 040219	323.85
40219	05/02/2019	Commonwealth Bank	431.50	INV	05/02/2019	040219C	Credit Card Director City Legal to 040219	431.50
40219	05/02/2019	Commonwealth Bank	74.10	INV	05/02/2019	040219D	Credit Card Director City Regulation to 040219	74.10
40219	05/02/2019	Commonwealth Bank	3,039.09	INV	05/02/2019	040219E	Credit Card Director City Strategy to 040219	3,039.09
40219	05/02/2019	Commonwealth Bank	2,237.81	INV	05/02/2019	040219F	Credit Card Director City Engagement to 040219	2,237.81
40219	05/02/2019	Commonwealth Bank	5,569.89	INV	05/02/2019	040219G	Credit Card Manager Human Resources to 040219	5,569.89
9698525	04/02/2019	TPG Internet Pty Ltd	49.99	INV	04/02/2019	196985252	Mandogalup internet February 2019	49.99
10493297	22/02/2019	BP Australia Pty Ltd	17,126.15	INV	22/02/2019	10493297	Fleet Fuel 010119 to 310119	17,126.15
10771859	07/02/2019	iinet Technologies Pty Ltd	79.99	INV	07/02/2019	107718592	Monthly internet charges Depot February 2019	79.99
10782827	12/02/2019	iinet Technologies Pty Ltd	59.95	INV	12/02/2019	107828271	Monthly internet charges Zone February 2019	59.95
10805562	20/02/2019	iinet Technologies Pty Ltd	79.99	INV	20/02/2019	108055625	Monthly internet charges Kwinana Village February 2019	79.99
10812733	22/02/2019	iinet Technologies Pty Ltd	109.99	INV	22/02/2019	108127338	Monthly internet charges FDC to 220319	109.99
10820927	25/02/2019	iinet Technologies Pty Ltd	79.99	INV	25/02/2019	108209274	Monthly internet charges Wellard CC to 250319	79.99
1905	20/02/2019	Esanda	1,294.70	INV	20/02/2019	LATO01641905A	Monthly Lease Fees KWN700	1,294.70
19698376	04/02/2019	TPG Internet Pty Ltd	49.99	INV	04/02/2019	196983760	Kwinana South Station internet February 2019	49.99
23596141	05/02/2019	Fines Enforcement Registry	825.50	INV	05/02/2019	23596141	Lodgement fee for registering infringements	825.50
23630717	12/02/2019	Fines Enforcement Registry	381.00	INV	12/02/2019	23630717	Lodgement fee for registering infringements	381.00
23690866	22/02/2019	Fines Enforcement Registry	4,254.50	INV	22/02/2019	23690866	Lodgement fee for registering infringements	4,254.50
32365	01/02/2019	Go Go On-Hold Pty Ltd	264.00	INV	01/02/2019	00032365	On-hold Message Service February 2019	264.00
39	22/02/2019	Wright Express Australia Pty Ltd	1,334.33	INV	22/02/2019	39	Fleet Fuel 010119 to 310119	1,334.33
		Total Automatic Deductions	**44,002.42**					

Cheques

Cheque Listing

Payments made between

01/02/2019 to 28/02/2019

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
200943	07/02/2019	City Of Kwinana - Pay Cash	294.50	INV	05/02/2019	30/01/19-FDC	Petty cash recoup to 300119 Family Day Care	265.50
				INV	07/02/2019	05/02/19-Library	Petty cash recoup to 050219 Library	29.00
200944	14/02/2019	Hazel Heatherly	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
200945	21/02/2019	City Of Kwinana - Pay Cash	171.70	INV	18/02/2019	27thNovember19	Petty cash recoup to 220119 Darius Wells	33.00
				INV	20/02/2019	19/02/19-Library	Petty cash recoup to 190219 Library	138.70
200946	27/02/2019	City Of Kwinana - Pay Cash	335.70	INV	27/02/2019	22/02/2019-Recq	Petty cash recoup to 220219 Recquatic	335.70
		Total Cheques	**1,000.94**					

EFT

3824	01/02/2019	EFT TRANSFER: - 01/02/2019	221,080.47					
3824.10409-01		Bon Leisure	18,610.58	INV	31/01/2019	293	Kwinana Recquatic Business Case	6,510.58
				INV	31/01/2019	295	Kwinana Recquatic Business Case	12,100.00
3824.10684-01		Leica Microsystems	4,186.92	INV	30/01/2019	97473846	Stereo microscope and remote control	4,186.92
3824.10691-01		Canopy Adventure Pty Ltd	304.60	INV	29/01/2019	INV-0271	School Holiday Program excursion 230119	304.60
3824.10796-01		Thulani Godsgift Khumalo	360.00	INV	20/12/2018	A/N22950	Crossover subsidy rebate	360.00
3824.10893-01		Ann Maria Geling	145.67	INV	29/01/2019	11.6	Rates refund	145.67
3824.10894-01		Insurance Commission Of WA	404.00	INV	29/01/2019	Overpayment	Overpayment refund	404.00
3824.10895-01		Two Way Hire Services	1,086.80	INV	30/01/2019	INV-1565	Hand held radios	1,086.80
3824.10896-01		Phillip Gerald Vergone	8,107.90	INV	29/01/2019	11.5	Rates refund	8,107.90
3824.10897-01		Jennifer Margaret Shiner	555.21	INV	29/01/2019	11.5	Rates refund	555.21
3824.10898-01		Brian Donald Johnson	2,500.00	INV	29/01/2019	11.5	Rates refund	2,500.00
3824.10899-01		Austro Asia Activities Pty Ltd	1,862.36	INV	29/01/2019	11.5	Rates refund	1,862.36
3824.10900-01		Geoffrey Graham Jackson	913.84	INV	29/01/2019	11.5	Rates refund	913.84
3824.10902-01		Jaqina Frerk	100.00	RFD	29/01/2019	1336194	Refund bond Hall hire 060918	100.00
3824.10903-01		Christine Botha	100.00	RFD	29/01/2019	1379830	Refund bond Patio hire 141118	100.00
3824.10904-01		FUN-A-RAMA OSHC	100.00	RFD	29/01/2019	1382365	Refund bond Patio hire 131118	100.00
3824.10905-01		Stratton Out of School Care	100.00	RFD	29/01/2019	1387719	Refund bond Hall hire 220119	100.00
3824.10906-01		Jessica Woods	100.00	RFD	29/01/2019	1390053	Refund bond Patio hire 280119	100.00

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3824.10907-01		Exclusive Strata Management Service	200.00	RFD	29/01/2019	1395174	Refund bond Hall hire 150119	200.00
3824.10908-01		Inspire 20	200.00	RFD	29/01/2019	1410756	Refund bond Hall hire	200.00
3824.10909-01		One Heart City Church	1,000.00	RFD	29/01/2019	1410889	Refund bond Hall hire 100119	1,000.00
3824.10910-01		Holly Spray	100.00	RFD	29/01/2019	1420647	Refund bond Patio hire 240119	100.00
3824.10911-01		Garth Ruston	250.00	INV	30/01/2019	29thJanuary2019	Lyrik Awards Incentive Round 23	250.00
3824.10912-01		Perth Modern School	294.05	INV	30/01/2019	23rdJanuary2019	2018 Lyrik Educational Scholarship	294.05
3824.1142-01		Sonic Health Plus	325.60	INV	25/01/2019	1694674	Pre employment medicals 170119	325.60
3824.1157-01		Quality Traffic Management Pty Ltd	6,995.60	INV	30/01/2019	26927	Design traffic management Orelia Avenue	1,338.27
				INV	30/01/2019	26928	Traffic management	5,657.33
3824.1178-01		Holcim (Australia) Pty Ltd	1,317.80	INV	31/01/2019	9406152703	1m3 concrete	365.20
				INV	31/01/2019	9406146710	1.80m3 concrete	536.36
				INV	31/01/2019	9406148533	1.20m3 concrete	416.24
3824.1186-01		Red Dot	56.00	INV	30/01/2019	39037455	Assorted items for School Holiday program	56.00
3824.1187-01		Red Sand Supplies Pty Ltd	215.60	INV	30/01/2019	00011877	Concrete tipping	215.60
3824.1245-01		Rotary Club of Kwinana Inc.	472.55	RFD	31/01/2019	1365088	Refund bond bus hire 191118	472.55
3824.1276-01		Satellite Security Services	180.00	INV	25/01/2019	IV004713	Service security sensors Ken Jackman room	180.00
3824.1516-01		Trisley's Hydraulic Services Pty Lt	220.00	INV	30/01/2019	80203160	Repair solar heating pump	220.00
3824.1530-01		Wormald Australia Pty Ltd	3,857.04	INV	25/01/2019	7867785	Transition to the Quickpoll monitoring solution	104.50
				INV	31/01/2019	7887376	Investigate/fault repair fire alarm at The Zone	3,752.54
3824.1592-01		Water Corporation of Western Austra	1,523.44	INV	30/01/2019	9018600726Nov18	17U Wellard Community Centre	1,523.44
3824.1649-01		Dennis Cleve Wood	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT Allowance	291.67
				INV	20/01/2019	MEETINGFEES18/	Meeting Fees	2,613.67
3824.1684-01		Ergolink	314.20	INV	30/01/2019	SI-00064690	Document holders	314.20
3824.1689-01		Sandra Elizabeth Lee	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT Allowance	291.67
				INV	20/01/2019	MEETINGFEES18/	Meeting Fees	2,613.67
3824.1762-01		Officeworks BusinessDirect	239.78	INV	25/01/2019	41858030	Miscellaneous items for Mandogalup Brigade	239.78
3824.1825-01		Greenacres Turf Group	332.00	INV	31/01/2019	00055197	Premium kikuyu grass	332.00
3824.1856-01		Cornerstone Legal	165.00	INV	30/01/2019	15846	Legal fee Matter No 004778	165.00

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3824.1937-01		Coles Myer Ltd - Gift Card Accounti	2,309.85	INV	25/01/2019	IN800509	Corporate gift vouchers	2,309.85
3824.194-01		Benara Nurseries	201.30	INV	31/01/2019	499067	Plants	201.30
3824.2096-01		Orelia Primary School	451.00	INV	30/01/2019	489	Bus hire planting at Challenger Beach	231.00
				INV	30/01/2019	487	Bus hire to Penguin Island	220.00
3824.2097-01		Beaver Tree Services Aust Pty Ltd	11,027.86	INV	30/01/2019	67765	Tree watering 021118	1,653.40
				INV	30/01/2019	67881	Tree watering 301118	3,935.28
				INV	31/01/2019	68161	Chipping and mulching	392.38
				INV	31/01/2019	68159	Tree removal	218.61
				INV	31/01/2019	68158	Tree removal and stump grinding	1,082.99
				INV	31/01/2019	68108	Chipping and mulching	1,166.65
				INV	31/01/2019	68107	Emergency clean up	896.87
				INV	31/01/2019	68106	Emergency clean up	1,681.68
3824.218-01		Bob Jane T-Mart	895.00	INV	31/01/2019	138586	Tyres and alignment	895.00
3824.248-01		Bunnings Building Supplies	228.23	INV	25/01/2019	2163/01640026	Hardware items for Recquatic	135.03
				INV	25/01/2019	2163/1639656	Building materials	93.20
3824.2507-01		Ixom Operations Pty Ltd	988.88	INV	30/01/2019	6067091250119	Supply of chlorine gas Recquatic	988.88
3824.2646-01		Neverfail Springwater	153.40	INV	30/01/2019	638154	Bottled water	55.25
				INV	30/01/2019	665786	Bottled water	30.20
				INV	30/01/2019	665162	Bottled water	67.95
3824.275-01		Cannon Hygiene Australia Pty Ltd	1,252.74	INV	25/01/2019	96287370	Sanitary services at various locations February 19	1,252.74
3824.2937-01		Bolinda Publishing Pty Ltd	830.21	INV	25/01/2019	140196	Audio book titles for Library	830.21
3824.2981-01		Peter Edward Feasey	4,756.67	INV	20/01/2019	DEPMAYFEE18/19	Deputy Mayoral allowance	1,851.33
				INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MEETINGFEES	Meeting fees	2,613.67
3824.30-01		Carol Elizabeth Adams	11,617.50	INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MAYALLOW18/19	Mayoral allowance	7,405.33
				INV	20/01/2019	MEETING18/19	Meeting fees	3,920.50
3824.3155-01		PFD Food Services Pty Ltd	1,277.05	INV	30/01/2019	KN781615	Items for cafe Recquatic	714.65
				INV	30/01/2019	KN707215	Items for cafe Recquatic	562.40
3824.3380-01		Seton Australia	235.40	INV	31/01/2019	9339127461	First Aid Cabinet	235.40
3824.358-01		Coastline Mowers	415.00	INV	31/01/2019	19195#5	Chain Oil Pump	35.50

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				INV	30/01/2019	19272#5	Litter picker	264.00
				INV	30/01/2019	19237#5	Assorted parts	99.50
				INV	30/01/2019	19277#5	Rider plate	16.00
3824.3589-01		Envirocare Systems Pty Ltd	278.52	INV	30/01/2019	43077	Waterless urinal service	278.52
3824.362-01		Cockburn Party Hire	1,266.05	INV	25/01/2019	00004266	Local Organisations Christmas Function lighting	1,266.05
3824.3877-01		Schweppes Australia Pty Ltd	852.27	INV	30/01/2019	0808448817	Assorted drinks Recquatic	852.27
3824.4106-01		Kennards Hire Rockingham - Generato	175.00	INV	31/01/2019	20128985	Turf cutter half day hire for 160119	175.00
3824.4112-01		Cleverpatch Pty Ltd	42.32	INV	25/01/2019	319226	Items for Story Time crafts	42.32
3824.413-01		Covs Parts Pty Ltd	1,007.52	INV	31/01/2019	1650098964	Paint	179.61
				INV	31/01/2019	1650098908	Fuel filters	78.50
				INV	31/01/2019	1650098911	Assorted filters	560.12
				INV	31/01/2019	1650098736	Thermostat and hand scrubber	189.29
3824.4246-01		Atom Supply	305.27	INV	31/01/2019	P522679	Uniforms	172.54
				INV	31/01/2019	P522451	Uniforms	132.73
3824.4483-01		Global Spill Control	1,234.20	INV	31/01/2019	95917	Agrifix 1630 Attapulgite chemical	1,234.20
3824.4719-01		Complete Office Supplies Pty Ltd	295.72	INV	31/01/2019	08052083	Stationery Depot	295.72
3824.483-01		Landgate	563.70	INV	30/01/2019	345499-10001098	GRV chargeable Schedule No G2019/1	563.70
3824.4861-01		Big W	132.00	INV	30/01/2019	176992	Pool inflatables and toys for Open Day	132.00
3824.5143-01		Wendy Gaye Cooper	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MEETINGFEES	Meeting fees	2,613.67
3824.5381-01		Centrecare	154.00	INV	30/01/2019	20171	EAP Approved additional sessions	154.00
3824.5675-01		Michelle Homeyard	300.00	INV	30/01/2019	29thJanuary19	2018 Lyrik Educational Scholarship	300.00
3824.5752-01		Perdaman Advanced Energy Pty Ltd	5,179.24	INV	25/01/2019	00000571	Photovoltaic power system	5,179.24
3824.5841-01		Mandurah Volkswagen	179.72	INV	31/01/2019	4089M	Car parts	179.72
3824.5995-01		Zenien Pty Ltd T/as ATFT Astuta Tru	4,661.88	INV	25/01/2019	I5782	William Bertram CCTV Expansion	4,529.88
				INV	25/01/2019	I6001	Service of the CCTV wireless system The Strand	132.00
3824.6018-01		ALSCO Pty Ltd	202.16	INV	25/01/2019	CPER1906693	Linen hire	67.53
				INV	30/01/2019	CPER1901371	Linen hire	68.59
				INV	30/01/2019	CPER1890445	Linen hire	66.04

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3824.6267-01		Woolworths Group Limited	1,047.28	INV	30/01/2019	3532907	Items for Recquatic Open Day	53.50
				INV	30/01/2019	3532910	Items for Recquatic Open Day	42.00
				INV	30/01/2019	3532906	Items for Recquatic Open Day	72.51
				INV	30/01/2019	3532905	Items for Recquatic Open Day	41.80
				INV	30/01/2019	3532902	Items for Recquatic Open Day	106.61
				INV	30/01/2019	32767923	Items for Cafe Recquatic	336.35
				INV	30/01/2019	3532923	Items for Cafe Recquatic	15.00
				INV	31/01/2019	3351341	Depot morning tea supplies	85.80
				INV	25/01/2019	3532925	Milk for the Zone	6.00
				INV	30/01/2019	32934730	Items for Admin	144.40
				INV	30/01/2019	3532927	Items for School holiday Program	143.31
3824.6370-01		Elexacom	4,190.73	INV	25/01/2019	25263	Service power issue at leased premises	94.53
				INV	25/01/2019	25265	Replace GPO Admin	80.45
				INV	25/01/2019	25267	Service power plug Recquatic umpires office	99.24
				INV	25/01/2019	25272	Service toilet hand dryer Recquatic	618.65
				INV	25/01/2019	25274	Test emergency and exit lights Admin	389.27
				INV	25/01/2019	25276	Service cables at Incubator	77.86
				INV	25/01/2019	25281	Repair fixtures at leased premises	163.19
				INV	25/01/2019	25283	Test emergency and exit lights	189.07
				INV	25/01/2019	25284	Test emergency and exit lights Zone	236.34
				INV	25/01/2019	25269	Install data cabling Admin	2,242.13
3824.638-01		GHD Consultant Engineers	17,356.35	INV	30/01/2019	9102196	Feasibility study Kwinana Beach Stage 3	17,356.35
3824.6583-01		ALS Library Services Pty Ltd	166.67	INV	25/01/2019	00059787	Library stock items	94.80
				INV	30/01/2019	00060137	Titles for Library	71.87
3824.664-01		StrataGreen	1,695.33	INV	31/01/2019	102256	Soil wetter and litter picker	988.67
				INV	31/01/2019	102257	Soil wetter	706.66
3824.682-01		Harmony Software	745.80	INV	29/01/2019	I3-168	Harmony web educators subscriptions December 2018	745.80
3824.69-01		Alinta Gas	1,178.30	INV	31/01/2019	474997486Jan19	9813U Darius Wells Library and Resource Centre	1,178.30
3824.746-01		Institute Of Public Works Engineeri	2,640.00	INV	31/01/2019	GBNLXSPCJM9	2019 State Conference	2,640.00
3824.7557-01		Sheila Mills	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MEETINGFEE18/19	Meeting fees	2,613.67

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3824.7605-01		Flying Canape	3,671.50	INV	30/01/2019	11490	Australia Day Citizenship Ceremony catering	3,671.50
3824.7625-01		Flex Industries Pty Ltd	1,611.06	INV	31/01/2019	60423	Service KWN2035	226.16
				INV	31/01/2019	60327	Service 1GJJ940	1,384.90
3824.7732-01		Griffin Civil	19,703.28	INV	30/01/2019	00000983	Orelia Avenue Drainage Upgrade Claim 1	19,703.28
3824.795-01		K Mart	27.00	INV	30/01/2019	177312	Assorted items for Recquatic	27.00
3824.805-01		Mervyn Thomas Kearney	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MEETINGFEES	Meeting fees	2,613.67
3824.8099-01		Total Tools Rockingham	78.20	INV	25/01/2019	59007	Saw blades	78.20
3824.8243-01		Brackson Construction Pty Ltd	25,872.93	INV	25/01/2019	00002005	Completed works Ken Jackman Hall	8,022.90
				INV	25/01/2019	00002004	Completion of ceiling and insulation	17,850.03
3824.8279-01		Laerdal Pty Ltd	194.50	INV	31/01/2019	1-1GOXE6	Emergency Equipment for Recquatic	194.50
3824.8325-01		Envirosweep	3,346.20	INV	31/01/2019	61014	Road sweeping 301118	3,346.20
3824.8610-01		John Scarfe	600.00	INV	25/01/2019	68	Citizenship Ceremony gifts Handmade wooden pens	600.00
3824.8685-01		Stapleton & Associates Pty Ltd	1,375.00	INV	30/01/2019	G4229	Street lighting design	1,375.00
3824.8984-01		Baldivis Transport Pty Ltd	384.00	INV	31/01/2019	00001765	Transport of temporary Skate Park	384.00
3824.9019-01		Kearns Garden Supplies	19.90	INV	25/01/2019	36	New outside tap	19.90
3824.903-01		Lo-Go Appointments	919.60	INV	29/01/2019	00418974	Temp staff week ending 190119	919.60
3824.9133-01		People Solutions Australasia Pty Lt	797.50	INV	30/01/2019	00012919	Psychometric testing	797.50
3824.9310-01		Bianca Coventry	100.00	RFD	29/01/2019	1405336	Refund bond Patio hire 270119	100.00
3824.9405-01		Matthew James Rowse	2,905.34	INV	20/01/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/01/2019	MEETINGFEES	Meeting fees	2,613.67
3824.9431-01		Perth Energy	4,390.70	INV	31/01/2019	110111889	34U Orelia Sports Pavilion	81.15
				INV	31/01/2019	110111890	301.2U Recquatic	4,166.24
				INV	31/01/2019	110111891	2.96U New Thomas Oval Pavilion	114.77
				INV	31/01/2019	603306	Interest charges	28.54
3824.9491-01		Espresso Essential WA	270.40	INV	30/01/2019	111502/01	Items for coffee machine	270.40
3825	01/02/2019	EFT TRANSFER: - 01/02/2019	221,035.83					
3825.151-01		Australian Services Union	446.75	INV	27/01/2019	PY01-16-Aust Ser	Payroll Deduction	181.30
				INV	27/01/2019	PY01-16-Aust Ser	Payroll Deduction	36.35

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Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
				INV	13/01/2019	PY01-15-Aust Ser	Payroll Deduction	181.30
				INV	13/01/2019	PY01-15-Aust Ser	Payroll Deduction	47.80
3825.153-01		Australian Taxation Office	201,434.00	INV	27/01/2019	PY01-16-Australi	Payroll Deduction PAYG Tax Withheld	201,434.00
3825.2853-01		Maxxia Pty Ltd	3,903.58	INV	27/01/2019	PY01-16-Maxxia P	Payroll Deduction	1,976.45
				INV	27/01/2019	PY01-16-Maxxia P	Payroll Deduction	1,927.13
3825.3376-01		Health Insurance Fund of WA (HIF)	1,168.40	INV	27/01/2019	PY01-16-Health I	Payroll Deduction	1,168.40
3825.3719-01		City of Kwinana - Xmas fund	8,550.00	INV	27/01/2019	PY01-16-TOK Chri	Payroll Deduction	8,550.00
3825.487-01		Child Support Agency	2,631.92	INV	27/01/2019	PY01-16-Child Su	Payroll Deduction	1,387.96
				INV	13/01/2019	PY01-15-Child Su	Payroll Deduction	1,243.96
3825.530-01		Easifleet	2,021.73	INV	01/02/2019	120306	Novated lease for January 2019	2,021.73
3825.892-01		LGRCEU	879.45	INV	13/01/2019	PY01-15-LGREC U	Payroll Deduction	451.00
				INV	27/01/2019	PY01-16-LGREC U	Payroll Deduction	428.45
3826	01/02/2019	EFT TRANSFER: - 01/02/2019	154,025.53					
3826.565-01		Bright Futures Family Day Care - Pa	154,025.53	INV	01/02/2019	140119 to 270119	FDC Payroll 140119 to 270119	154,025.53
3827	01/02/2019	EFT TRANSFER: - 01/02/2019	26,622.54					
3827.568-01		Bright Futures In Home Care - Payro	26,622.54	INV	01/02/2019	140119 to 270119	IHC Payroll 140119 to 270119	26,622.54
3828	08/02/2019	EFT TRANSFER: - 08/02/2019	340,991.35					
3828.10015-01		Kleenit Pty Ltd	180.00	INV	05/02/2019	128874	Cleaning bore stain on Rotary sign	180.00
3828.10216-01		Powerlyt	1,595.00	INV	07/02/2019	2069	Detailed lighting design	1,595.00
3828.10295-01		Tutt Bryant Hire Pty Ltd	308.00	INV	06/02/2019	5022583	Relocate sea container	308.00
3828.10311-01		Go Doors Pty Ltd	5,293.75	INV	05/02/2019	80960	Repair bi-fold door in main pool hall	343.75
				INV	05/02/2019	80915	Replace power surge damage Dept of Housing	4,950.00
3828.10373-01		Green Willows Industrial Cleaning a	400.00	INV	06/02/2019	33	Clubhouse and office cleaning	200.00
				INV	06/02/2019	34	Clubhouse and office cleaning	200.00
3828.10649-01		Alex Krsnik	24,973.40	INV	05/02/2019	SQ190025	Rural Roads litter collection	9,243.30
				INV	05/02/2019	SQ190024	Roundabout maintenance cleaning	3,432.00
				INV	05/02/2019	SQ190023	Streetscape maintenance Hope Valley Road	700.00
				INV	05/02/2019	SQ190021	Litter pick up Sulphur Road 020119	220.00
				INV	05/02/2019	SQ190020	Vegetation clearance Varris Way	258.50
				INV	05/02/2019	SQ190019	Litter pick up and slash sumps	1,650.00

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				INV	05/02/2019	SQ190022	City Centre litter collection January 19	3,120.00
				INV	05/02/2019	SQ190026	General litter collection along streetscapes	6,349.60
3828.10661-01		Zoe Humphris	100.00	RFD	06/02/2019	1421154	Refund bond hall hire 300119	100.00
3828.10668-01		G J Parsons	638.00	INV	07/02/2019	IV00000000110	Screen hire Movie night 190119	638.00
3828.10798-01		Biggles	300.00	INV	06/02/2019	162	Entertainment Recquatic Open Day	300.00
3828.10850-01		Donald Geoffrey Kenworthy	650.94	INV	04/02/2019	12.2	Rates refund	650.94
3828.10913-01		James Mervyn Young	859.74	INV	04/02/2019	12.0	Rates refund	859.74
3828.10917-01		Aztech Investments Pty Ltd	171.00	INV	04/02/2019	Refund	Duplicate payment Inv 50884	171.00
3828.1092-01		Peerless Jal Pty Ltd	81.99	INV	05/02/2019	SI254672	Floor Pads	36.14
				INV	06/02/2019	SI254862	Scrubber pads	45.85
3828.10922-01		Kent Street Senior High School	375.00	INV	06/02/2019	4thFebruary19	2018 Lyrik Educational Scholarship	375.00
3828.10923-01		Leah Walsh	800.00	INV	06/02/2019	4thFebruary19	2018 Lyrik Educational Scholarship	800.00
3828.10924-01		Emily Van Rooyen	125.10	INV	06/02/2019	6thFeb2019	Refund of double payment of swimming lessons	125.10
3828.10925-01		Workpower	300.00	RFD	06/02/2019	1387593	Refund bond hall hire	300.00
3828.10927-01		Mailisa Wild	100.00	RFD	06/02/2019	1403186	Refund bond Patio hire 211218	100.00
3828.10928-01		Paige Burton	100.00	RFD	06/02/2019	1395481	Refund bond Patio hire	100.00
3828.10929-01		Noriko Poniente-Otani	100.00	RFD	06/02/2019	1389809	Refund bond hall hire 010219	100.00
3828.10930-01		Taylee Tiszarny Milne	100.00	RFD	06/02/2019	1361979	Refund bond hall hire 191018	100.00
3828.10931-01		Wayne Russell David Pugh	100.00	RFD	06/02/2019	1348533	Refund bond Patio hire 020219	100.00
3828.10932-01		Kylie Joanne Truscott	100.00	RFD	06/02/2019	1382219	Refund bond hall hire	100.00
3828.10933-01		Paula Brylewski	100.00	RFD	06/02/2019	1420834	Refund bond hall hire 250119	100.00
3828.10934-01		Chloe Cherie Scarey	540.00	INV	06/02/2019	A/N23150	Crossover subsidy rebate	540.00
3828.10935-01		Bary Parungao Yco	540.00	INV	06/02/2019	A/N23729	Crossover Subsidy rebate	540.00
3828.10936-01		Rheanna Michelle Edwards	1,020.00	INV	06/02/2019	A/N22871	Crossover Subsidy rebate	1,020.00
3828.10937-01		Luciano De Villa	360.00	INV	06/02/2019	A/N23673	Crossover Subsidy rebate	360.00
3828.10938-01		Joel Capistrano Doronila	540.00	INV	06/02/2019	A/N23653	Crossover Subsidy rebate	540.00
3828.10939-01		Neil Alaso Evina	360.00	INV	06/02/2019	A/N22639	Crossover Subsidy rebate	360.00

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3828.10940-01		Natalia Evgenievna Alexandrova	540.00	INV	06/02/2019	A/N22536	Crossover Subsidy rebate	540.00
3828.10941-01		John Raymund Villena Bautista	360.00	INV	06/02/2019	A/N22777	Crossover Subsidy rebate	360.00
3828.10942-01		Jan Herman Andersen	540.00	INV	06/02/2019	A/N19517	Crossover Subsidy rebate	540.00
3828.10943-01		Chantelle Louise Veron	360.00	INV	06/02/2019	A/N21953	Crossover Subsidy rebate	360.00
3828.10944-01		Mandeep Singh	540.00	INV	06/02/2019	A/N22976	Crossover Subsidy rebate	540.00
3828.10945-01		Rosanna Almond	540.00	INV	06/02/2019	A/N23283	Crossover Subsidy rebate	540.00
3828.10946-01		Jennifer Louise Cornwell	540.00	INV	06/02/2019	A/N23687	Crossover Subsidy rebate	540.00
3828.10947-01		Marilyn Dawn Harris	780.00	INV	06/02/2019	A/N21686	Crossover Subsidy rebate	780.00
3828.10948-01		Lynneth Sison Lopez	400.00	INV	06/02/2019	4thFebruary19	2018 Lyrik Educational Scholarship	400.00
3828.10951-01		Jodi Gosztyla	243.64	INV	07/02/2019	30thJanuary19	2018 Lyrik Educational Scholarship	243.64
3828.10952-01		Beverly Johnson	250.00	INV	07/02/2019	5thFebruary19	Senior Security Subsidy Scheme	250.00
3828.10953-01		Mohammad Asif Iqbal	580.00	INV	07/02/2019	31stJanuary19	Reimbursement of Security licence	580.00
3828.1157-01		Quality Traffic Management Pty Ltd	5,600.73	INV	06/02/2019	27006	Traffic management 180119	764.36
				INV	06/02/2019	27008	Traffic management 180119	841.04
				INV	06/02/2019	27004	Traffic management 170119	666.36
				INV	06/02/2019	27005	Traffic management 170119	954.74
				INV	06/02/2019	27007	Traffic management 250119	713.96
				INV	06/02/2019	27009	Traffic management 300119	859.55
				INV	06/02/2019	27003	Traffic controller 170119	800.72
3828.1178-01		Holcim (Australia) Pty Ltd	632.28	INV	05/02/2019	9406159371	Supply of N25 14MM GB concrete	376.20
				INV	05/02/2019	9406164207	.40m3 concrete	256.08
3828.1187-01		Red Sand Supplies Pty Ltd	52.80	INV	07/02/2019	00011919	Concrete tipping 240119	52.80
3828.1276-01		Satellite Security Services	702.51	INV	06/02/2019	IV004359	Install alarm Mandogalup Fire Station	442.50
				INV	05/02/2019	IV004700	Service detector 180119	260.01
3828.130-01		Australasian Performing Rights	3,884.34	INV	07/02/2019	00119956/00078	APRA music fees for period 011018 to 311218	2,406.24
				INV	07/02/2019	03006348/00001	Music Licencing fees LGA Rural 010119 to 300619	1,478.10
3828.134-01		Australia Post	1,733.10	INV	06/02/2019	1008216889	Agency commission for period 310119	1,733.10
3828.1357-01		Sportsworld Of WA	975.15	INV	05/02/2019	136902	Assorted items for Pro Shop	975.15

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3828.1360-01		Saint John Ambulance Australia (WA)	608.00	INV	05/02/2019	FAINV00172543	Provide 1 day first aid training for CSO	128.00
				INV	05/02/2019	FAINV00171745	Provide first aid refresher training	128.00
				INV	07/02/2019	EHSINV00089934	First aid officers for Positive Vibes	352.00
3828.1367-01		Star Trophies	57.20	INV	07/02/2019	00014881	Engrave Perpetual trophies	57.20
3828.1423-01		Telstra	40,905.29	INV	06/02/2019	1170168000Jan19	Usage to 160118 corporate phone account	40,905.29
3828.1485-01		T-Quip	960.00	INV	05/02/2019	81558#12	Blade Flat 72 inch for various plant items	960.00
3828.1569-01		WA Hino Sales & Service	359.55	INV	05/02/2019	245027	V-belts	94.94
				INV	05/02/2019	245028	Fuel filter	264.61
3828.1589-01		Waste Stream Management Pty Ltd	363.00	INV	06/02/2019	00421979	Concrete tipping January 2019	363.00
3828.1592-01		Water Corporation of Western Austra	575.18	INV	06/02/2019	9017289059Jan19	1U Drink fountain Gemstone Reserve	2.46
				INV	06/02/2019	9014096921Jan19	53U Wellard Pavilion	562.89
				INV	06/02/2019	9021870831Jan19	0U Reserve at Amber Link	4.92
				INV	06/02/2019	9017125687Jan19	2U Malden Park	4.91
3828.1595-01		Wattleup Tractors	52,989.00	INV	05/02/2019	1008427	Supply and deliver MF Tractor 5610 Dyna4 cab	52,989.00
3828.1614-01		Westbooks	91.69	INV	05/02/2019	302561	Requested junior books	12.57
				INV	05/02/2019	302562	Junior and YA items requested	18.49
				INV	05/02/2019	302560	Junior items for requests	60.63
3828.1767-01		Construction Training Fund	17,654.68	INV	07/02/2019	January2019	CTF Levy for January 2019	17,654.68
3828.1820-01		Cardno (WA) Pty Ltd	8,800.00	INV	06/02/2019	ICW191436	Professional services	8,800.00
3828.1861-01		Brian Anthony Smith	839.45	INV	04/02/2019	11.9	Rates refund	839.45
3828.188-01		Beaurepaires Tyres Kwinana	4,271.98	INV	05/02/2019	U548351757	Tyres and fitting for large truck	4,271.98
3828.19-01		Absolute Painting Services	3,168.00	INV	06/02/2019	INV-0775	Painting services	297.00
				INV	06/02/2019	INV-0774	Internal painting Banksia Park U34	2,871.00
3828.2068-01		Echelon Australia Pty Ltd	1,650.00	INV	07/02/2019	156-018277	Risk Allocation in Contracts training	1,650.00
3828.2097-01		Beaver Tree Services Aust Pty Ltd	18,753.61	INV	07/02/2019	68197	Mulching and chipping	392.38
				INV	06/02/2019	68304	Tree watering week ending 180119	4,102.88
				INV	06/02/2019	68308	Tree watering week ending 250119	5,386.08
				INV	05/02/2019	67998	Tree pruning	807.15
				INV	05/02/2019	68208	Tree removal and stump grinding	1,361.00
				INV	05/02/2019	68207	Tree removal and stump grinding	1,186.12

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				INV	05/02/2019	68206	Tree pruning and removal	1,844.20
				INV	05/02/2019	68205	Tree removal and grinding	160.30
				INV	05/02/2019	68199	Tree pruning	202.90
				INV	05/02/2019	68181	Tree pruning	437.24
				INV	05/02/2019	68216	Vegetation clearance	980.97
				INV	05/02/2019	68160	Tree removal	72.86
				INV	05/02/2019	68204	Tree removal and grinding	160.30
				INV	05/02/2019	68200	Plant and equipment hire	1,659.23
3828.2125-01		Synergy	2,824.55	INV	06/02/2019	856518550Feb19	Decorative lighting	2,640.95
				INV	06/02/2019	693987550Jan18	283U Challenger Beach	183.60
3828.218-01		Bob Jane T-Mart	916.00	INV	05/02/2019	138825	Tyre and alignment	446.00
				INV	05/02/2019	138454	2 Tyres for vehicle	470.00
3828.2410-01		ABCO Products	205.19	INV	06/02/2019	380582	Cleaning items	205.19
3828.248-01		Bunnings Building Supplies	806.32	INV	06/02/2019	2163/01014094	Timber screws	107.83
				INV	06/02/2019	2163/01162453	Potting mix and hose connector	131.76
				INV	05/02/2019	2163/01640550	Parts for William Bertram Centre	30.58
				INV	05/02/2019	2163/01643177	Pest control bird spikes for Recquatic	145.39
				INV	05/02/2019	2163/01642902	Shower equipment for Adventure Playground	63.38
				INV	05/02/2019	2163/01642904	Guttering for Casuarina Hall	65.28
				INV	05/02/2019	2163/01164105	Garden sprayers	150.10
				INV	05/02/2019	2163/01642906	Various hooks and equipment for community centre	33.25
				INV	05/02/2019	2163/01016020	Stain remover and paint brush	78.75
3828.2492-01		Yakka Pty Ltd	507.45	INV	07/02/2019	11073659	Uniform	66.30
				INV	07/02/2019	11049737	Uniform	441.15
3828.2565-01		Ausco Modular Pty Ltd	1,435.50	INV	06/02/2019	7158125	Demountable hire February 2019	1,435.50
3828.264-01		Cabcharge Australia Ltd	6.00	INV	07/02/2019	00989066P1901	Cab charges January 2019	6.00
3828.2852-01		Downer EDI Works Pty Ltd	417.12	INV	05/02/2019	6006230	.80 tonne cement	110.99
				INV	05/02/2019	6006231	1.07 tonne cement	139.66
				INV	05/02/2019	6006198	1.20 tonne	166.47
3828.2937-01		Bolinda Publishing Pty Ltd	1,185.45	INV	06/02/2019	140925	Purchase of audio book titles	1,185.45
3828.3105-01		Poly Pipe Traders	2,773.67	INV	06/02/2019	00096004	Reticulation parts	2,387.60
				INV	05/02/2019	00096005	Various retic parts	386.07

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3828.313-01		Children's Book Council Of Australi	60.00	INV	07/02/2019	00005432	CBCAWA Membership renewal	60.00
3828.335-01		City of Rockingham	1,188.18	INV	05/02/2019	103201	General waste 7.38 tonne	1,188.18
3828.3355-01		Gholam Reza Najafzadeh Abriz	408.00	INV	07/02/2019	1stFeb2019	Refund IPWEA membership and catering	408.00
3828.339-01		Civica Pty Ltd	3,619.86	INV	06/02/2019	M/LG010760	Support and Maintenance March 18 to Feb 19	3,619.86
3828.3419-01		Wind Wanderer Storytelling	350.00	INV	08/02/2019	000356	Christmas Storytelling	350.00
3828.3447-01		Chefmaster Australia	1,491.84	INV	06/02/2019	00031378	Drum liner	1,491.84
3828.357-01		BullAnt Security Pty	281.15	INV	06/02/2019	10,182,197	Remove a broken key and provide new one	188.00
				INV	05/02/2019	10,182,284	Supply cut and engrave keys	93.15
3828.358-01		Coastline Mowers	552.70	INV	05/02/2019	19279#10	Fast cat mower dust cover	30.00
				INV	06/02/2019	19291	Repair hedge trimmer blades	270.60
				INV	06/02/2019	19292	Repair hedge trimmer blades	252.10
3828.3608-01		Foreshore Rehabilitation & Landscap	5,049.55	INV	05/02/2019	INV-4336	Fence Panel Replacement Belvoir Crescent	5,049.55
3828.3632-01		Eclipse Soils Pty Ltd	242.00	INV	07/02/2019	KWIN01R043481	Tipping general waste	242.00
3828.380-01		Community Newspaper Group	222.73	INV	05/02/2019	203692	Advertising 210918	222.73
3828.3977-01		MRP Osborne Park-General Pest/Termi	345.00	INV	05/02/2019	79138	Annual termite inspection Mandogalup Fire Station	150.00
				INV	05/02/2019	79025	Pest control Dog Pound	195.00
3828.4022-01		Rockingham Hyundai	670.00	INV	05/02/2019	HYCS82007	Supply and code replacement for smart key	670.00
3828.4106-01		Kennards Hire Rockingham - Generato	510.00	INV	07/02/2019	20049656	Hire fans and an air conditioning unit 140118	510.00
3828.412-01		Courier Australia	13.05	INV	05/02/2019	0363	Courier charges to 230119	13.05
3828.4125-01		LD Total	12,548.41	INV	06/02/2019	96442	10m3 pine bark mulch	1,650.00
				INV	06/02/2019	96443	Install Lake Pak	179.96
				INV	07/02/2019	96475	Maintenance works January 19 Belgravia	520.78
				INV	07/02/2019	96476	Maintenance works January 19 Living Edge	481.18
				INV	07/02/2019	96405	Maintenance works January 19 Honeywood Rise	898.08
				INV	07/02/2019	96406	Maintenance works January 19 Emerald Park	595.45
				INV	07/02/2019	96408	Maintenance works January 19 Wellard	4,549.63
				INV	07/02/2019	96407	Maintenance works January 19 Honeywood	3,440.09
				INV	07/02/2019	96479	Maintenance works January 19 Wellard Glen	233.24
3828.413-01		Covs Parts Pty Ltd	770.88	INV	05/02/2019	1650099356	2 x Light LED reverse lamp 33 volts	629.64

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				INV	05/02/2019	1650099282	Various parts for plant item	141.24
3828.4245-01		ED Property Services	2,882.00	INV	06/02/2019	00001204	Install bollards Callistemon Court U8	1,430.00
				INV	06/02/2019	00001203	Repairs to kitchen cupboard Banksia Park U61	550.00
				INV	06/02/2019	00001202	Repair to cornice cracks Banksia Park U26	605.00
				INV	06/02/2019	00001201	Kitchen bench repairs Callistemon Court U52	297.00
3828.4246-01		Atom Supply	120.66	INV	06/02/2019	P526295	Shoes Depot	120.66
3828.4279-01		Data #3 Limited	465.11	INV	05/02/2019	01792285	LED monitor	465.11
3828.4692-01		Elliotts Irrigation Pty Ltd	1,124.20	INV	06/02/2019	B12614	Service iron filters Wellard January 19	1,124.20
3828.4861-01		Big W	40.00	INV	05/02/2019	176998	Decorations for event	40.00
3828.5033-01		Baileys Fertilisers	3,764.75	INV	06/02/2019	4947	Fertilisers	3,764.75
3828.5520-01		Master Lock Service	230.00	INV	06/02/2019	00005694	Keys cutting Banksia Park U18 and 61	230.00
3828.560-01		Goodchild Enterprises	297.00	INV	05/02/2019	410753	Battery	297.00
3828.5627-01		Tyrecycle Pty Ltd	870.53	INV	05/02/2019	751575	Tyre collection	870.53
3828.5645-01		Name Badge World	80.47	INV	05/02/2019	B81635	Executive metal name badges	80.47
3828.5670-01		Tracey Jane Gooden	47.69	INV	07/02/2019	4thFebruary19	Reimbursement of diary refill and client meeting	47.69
3828.5859-01		HK Calibration Technologies Pty Ltd	280.50	INV	05/02/2019	53210	Calibration of torque wrench	280.50
3828.5958-01		West Coast Profilers	8,035.85	INV	07/02/2019	20118	Hire of profiler and demobiliser	8,035.85
3828.5996-01		CMS Engineering Pty Ltd	6,087.40	INV	05/02/2019	31044	Service air conditioner Incubator	589.60
				INV	05/02/2019	31043	Service air conditioner Koorliny Arts Centre	1,639.00
				INV	05/02/2019	31042	Service air conditioner Darius Wells Library	573.10
				INV	05/02/2019	31045	Service air conditioner Parmelia House	893.20
				INV	05/02/2019	31041	Service air conditioner Darius Wells Library	929.50
				INV	05/02/2019	31040	Service air conditioner The Zone	445.50
				INV	05/02/2019	31039	Service air conditioner Admin	434.50
				INV	05/02/2019	31038	Service air conditioner Darius Wells Library	583.00
3828.6018-01		ALSCO Pty Ltd	70.31	INV	07/02/2019	CPER1908806	Linen hire	70.31
3828.6267-01		Woolworths Group Limited	874.08	INV	07/02/2019	3532931	Event supplies Australia Day 2019	67.00
				INV	07/02/2019	3532926	Drinks for Australia Day Event	74.00
				INV	07/02/2019	3532916	Ice creams for Australia Day Event	200.00

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				INV	07/02/2019	3532942	Cafe stock for Cafe Splash	185.76
				INV	06/02/2019	3532919	Morning tea supplies	39.97
				INV	05/02/2019	32965469	Cafe stock for Recquatic	271.38
				INV	05/02/2019	3532939	Food for murder mystery	35.97
3828.6370-01		Elexacom	3,800.04	INV	06/02/2019	25319	Various electrical repairs Callistemon Court	3,382.04
				INV	07/02/2019	25315	Test and tag at Calista Oval 260119	418.00
3828.6382-01		Zip Heaters	352.06	INV	05/02/2019	3105711	Service hot water unit Darius Wells Library	352.06
3828.6583-01		ALS Library Services Pty Ltd	29.99	INV	07/02/2019	00058202	Library book stock	29.99
3828.6700-01		Sprayking WA Pty Ltd	825.00	INV	05/02/2019	00001672	Treatment of weed Daintree Park	825.00
3828.6796-01		Adelaide Betty Trent	250.00	INV	07/02/2019	5thFebruary19	Senior Security Subsidy Scheme	250.00
3828.6853-01		Mary Lou Aguilor Nicolas	1,000.00	RFD	06/02/2019	1414740	Refund bond Hall hire 020219	1,000.00
3828.6860-01		Advance Scanning Services	637.78	INV	05/02/2019	20163274	Service scanning for signage project	637.78
3828.7042-01		Quantum Building Services	6,314.83	INV	06/02/2019	00002364	Concrete replacement Darius Wells creche	6,314.83
3828.7350-01		Lets All Party	2,950.00	INV	05/02/2019	INV-0340	Amusements for Recquatic Open Day	2,950.00
3828.7436-01		Action Glass Pty Ltd	528.00	INV	06/02/2019	B20698	Install a shower screen Callistemon Court U34	528.00
3828.7445-01		Mustang Welding & Fabrication	2,021.25	INV	05/02/2019	193	Service and repairs	770.00
				INV	05/02/2019	192	Trailer services	1,251.25
3828.7521-01		Strategen Environmental Consultants	330.00	INV	07/02/2019	19006	Bushfire Management Advice December 18	330.00
3828.7604-01		Tanya Halliday	49.00	INV	07/02/2019	30thJanuary19	Reimbursement of birth certificate for Zone	49.00
3828.762-01		Blackwood & Sons Ltd	1,017.65	INV	06/02/2019	KW3404SA	Uniforms	152.99
				INV	06/02/2019	PE1572SA	Lubricant	164.21
				INV	06/02/2019	KW2646RY	Smoke lens	20.13
				INV	06/02/2019	KW7280RP	Uniforms	74.58
				INV	06/02/2019	KW1690RE	Uniforms	14.04
				INV	06/02/2019	KW9978RT	Uniforms	295.13
				INV	06/02/2019	KW7297RP	Uniforms	64.70
				INV	05/02/2019	KW9724RZ	Uniforms	111.20
				INV	06/02/2019	KW6995RZ	Uniforms	120.67
3828.7689-01		VARIDESK	783.75	INV	05/02/2019	IVC-2-1065374	Dual Monitor Arms	783.75
3828.7785-01		Traffic Management Plan Services	924.00	INV	05/02/2019	1671R	Audit of Traffic Management diagrams	924.00

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Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
3828.7809-01		Frontline Fire and Rescue Equipment	2,127.95	INV	05/02/2019	63027	Extruded class H hoses and replacement strap	1,312.85
				INV	05/02/2019	63037	Firewalker unlined level 1 gloves	445.50
				INV	05/02/2019	63036	3/4" Black Adder Hose 20Bar (300PSI)	369.60
3828.8582-01		Bushfire Prone Planning	1,430.00	INV	07/02/2019	BPP-18699	Bush Fire Management Advice	1,430.00
3828.8656-01		Connecting Community for Kids	20.70	INV	07/02/2019	01stFebruary19	Refund of overpayment Links bookings ref:3479	20.70
3828.8680-01		Jenelle Irene Antonioli	529.10	INV	04/02/2019	12.1	Rates Refund	529.10
3828.8899-01		Majestic Plumbing	1,499.52	INV	05/02/2019	230116	Service toilet Dept of Housing	637.32
				INV	06/02/2019	230157	Plumbing services Banksia Park U61	239.49
				INV	06/02/2019	230155	Plumbing services	355.41
				INV	06/02/2019	230153	Kitchen sink repairs Callistemon Court U51	267.30
3828.9019-01		Kearns Garden Supplies	85.12	INV	06/02/2019	76-31/12/18	Hardware items Depot	85.12
3828.903-01		Lo-Go Appointments	5,905.50	INV	07/02/2019	00419017	Temp staff week ending 260119	2,492.95
				INV	07/02/2019	00418975	Temp staff week ending 190119	2,492.95
				INV	05/02/2019	00419016	Temp staff week ending 260119	919.60
3828.9041-01		Planning Institute of Australia Pty	495.00	INV	07/02/2019	ED190113	Online advertising 180119	495.00
3828.9044-01		TenderLink	201.30	INV	07/02/2019	AU-265326	SaaS Service	201.30
3828.9494-01		Reece's Event Hire	462.00	INV	07/02/2019	36906	100 litre esky	330.00
				INV	07/02/2019	36852	Hire of additional picket fencing Australia Day	132.00
3828.9572-01		Aaron Thomas	950.00	INV	07/02/2019	19thJanuary19	Entertainment for Movie Night	300.00
				INV	06/02/2019	108	Open Mic event 310119	650.00
3828.9590-01		My Media Intelligence Pty Ltd	706.30	INV	07/02/2019	INV-1047	12 month Media Monitoring coverage	706.30
3828.9626-01		Freedom Fairies	1,782.00	INV	05/02/2019	INV-0577	3 x face painters Recquatic Open Day	1,782.00
3828.9631-01		Entco Australia Pty Ltd	22,955.76	INV	05/02/2019	IAUSA39378	CM9 Licenses Support & Maintenance	22,955.76
3828.9676-01		Sifting Sands	379.50	INV	05/02/2019	INV-0604	Sand clean at Adventure Park 100119	379.50
3828.978-01		Microcom Pty Ltd trading as MetroCo	88.00	INV	05/02/2019	INV027023	Packet of tube vent plugs	88.00
3828.9812-01		Coastal Firebreaks and Slashing	2,376.00	INV	02/02/2019	INV1174	Private Works slash block to City specifications	1,452.00
				INV	04/02/2019	INV1173	Private Works slash block to City specifications	924.00

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3829	08/02/2019	EFT TRANSFER: - 08/02/2019	186,086.37					
3829.6799-01		Isobel Baldacci	186,086.37	INV	08/02/2019	17thJanuary19	Tenure Sum Repayment for Villa 18 Banksia Park	186,086.37
3830	14/02/2019	EFT TRANSFER: - 15/02/2019	783,416.79					
3830.10077-01		Broadtrans Civil Pty Ltd	22,464.49	INV	12/02/2019	00001712	Orelia Ave resurfacing progress claim January 19	22,464.49
3830.10079-01		Compu-Stor	2,847.26	INV	13/02/2019	00253525	Document scanning and indexing	2,847.26
3830.10081-01		Peter Bryan Stevenson	33.17	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	33.17
3830.10202-01		Facilities First Australia	25,283.45	INV	14/02/2019	168526	General cleaning services January 19	21,277.28
				INV	14/02/2019	168527	Depot Demountable general cleaning January 19	317.16
				INV	14/02/2019	168528	John Wellard Centre general cleaning January 19	3,500.43
				INV	14/02/2019	168464	John Wellard Centre consumables 221118	188.58
3830.10248-01		Charles Ernest Humfrey	16.59	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	16.59
3830.10311-01		Go Doors Pty Ltd	253.00	INV	12/02/2019	91004	Department of Housing Front door repair	253.00
3830.10373-01		Green Willows Industrial Cleaning a	200.00	INV	13/02/2019	35	Clubhouse and Office cleaning	200.00
3830.1046-01		OCE Australia Ltd	233.79	INV	13/02/2019	1466909	Monthly Charges ColorWave 550 Scanner	233.79
3830.10506-01		Shred-X Pty Ltd	70.84	INV	11/02/2019	01208622	Security bins	30.36
				INV	11/02/2019	01219110	Security bins	40.48
3830.1059-01		Vodafone Messaging	176.00	INV	13/02/2019	11223460	Pager Network Access fee	176.00
3830.10630-01		Summers Consulting	1,507.00	INV	13/02/2019	INV-629	Mosquito Monitoring 8-9th January 2019	1,507.00
3830.10648-01		The Book Cover Company	113.55	INV	12/02/2019	23320790	Slip on covers	113.55
3830.10742-01		Studio Orange	3,740.00	INV	11/02/2019	77600554345	Animation videos 2019 Children's Festival	3,300.00
				INV	11/02/2019	INV-0602	Photography at Australia Day celebrations 2019	440.00
3830.10783-01		Fibro & Us - Fibromyalgia Support	2,000.00	RFD	11/02/2019	1420881	Refund bond Hall hire 020219	2,000.00
3830.10890-01		Solo Resource Recovery	1,873.30	INV	14/02/2019	120145	Workshop cleaning	1,873.30
3830.10914-01		Scope Training	5,500.00	INV	11/02/2019	IV00001942	Diploma of Project Management	2,750.00
				INV	11/02/2019	IV00001943	Diploma of Project Management	2,750.00
3830.10918-01		All Ages First Aid Training	540.00	INV	12/02/2019	500141291	First Aid training x 4 staff	540.00

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3830.10919-01		Menagerie Entertainment Perth	715.00	INV	11/02/2019	1032	Entertainment Children's Festival	715.00
3830.10926-01		Wanslea Weybridge Vacation Care	100.00	RFD	11/02/2019	1420881	Refund bond Patio hire 310119	100.00
3830.10954-01		Nintex Pty Ltd	22,338.25	INV	12/02/2019	INV5978	Promapp process manager professional licence	1,823.25
				INV	12/02/2019	INV5977	Promapp process manager 9 months subscription	18,691.75
				INV	12/02/2019	INV5760	Promapp process manager professional licence	1,823.25
3830.10955-01		Learning Discovery Pty Ltd	170.00	INV	12/02/2019	82492	Junior non fiction books	170.00
3830.10957-01		Rebecca Afanasiew	100.00	RFD	12/02/2019	1411330	Refund bond Patio hire 140119	100.00
3830.10958-01		Hannah Louise Collins	100.00	RFD	12/02/2019	1411153	Refund bond Patio hire 100219	100.00
3830.10959-01		Lucy Bonner	100.00	RFD	12/02/2019	1382219	Refund bond hall hire	100.00
3830.10960-01		Alana Small	100.00	RFD	12/02/2019	1382219	Refund bond hall hire	100.00
3830.10961-01		Maribel San Jose Tobillo	2,000.00	RFD	12/02/2019	1370909	Refund bond hall hire 021118	1,000.00
				RFD	12/02/2019	1364597	Refund bond hall hire 291018	1,000.00
3830.10962-01		Jacy Leu	100.00	RFD	12/02/2019	1413992	Refund bond hall hire 180119	100.00
3830.10963-01		Aorangi Sciascia	137.80	RFD	12/02/2019	1289351	Refund bond Patio hire 010518	100.00
				INV	12/02/2019	11thFebruary19	Refund cancelled patio hire 170219	37.80
3830.10964-01		Lorette Jodie Trocinski	88.81	INV	12/02/2019	7thFebruary2019	Reimbursement of items for staff farewell	88.81
3830.10966-01		Emilia Chiworeka	125.10	INV	13/02/2019	12thFebruray2019	Refund cancelled swim membership Recquatic	125.10
3830.10968-01		Nene Cortez Pease	250.00	INV	14/02/2019	12thFebruary19	Senior Security Subsidy Scheme 2019	250.00
3830.10969-01		Douglas James Cox	250.00	INV	14/02/2019	12thFebruary19	Senior Security Subsidy Scheme 2019	250.00
3830.10971-01		Tara-Jane Thomas	800.00	INV	14/02/2019	13thFebruary19	2018 Lyrik Educational Scholarship	800.00
3830.1130-01		Port Printing Works	489.25	INV	14/02/2019	INV031788	Reprint of the annual report	489.25
3830.1157-01		Quality Traffic Management Pty Ltd	8,114.54	INV	13/02/2019	27002	Traffic controllers	7,283.73
				INV	12/02/2019	25272	Traffic control Rollings Crescent	830.81
3830.1187-01		Red Sand Supplies Pty Ltd	1,919.50	INV	12/02/2019	00011945	Tipping concrete Orelia Avenue resurfacing	1,919.50
3830.1227-01		Rockingham Holden	74.99	INV	14/02/2019	37296	Vehicle mirror	74.99
3830.1265-01		Sai Global Ltd	139.20	INV	12/02/2019	SAIG1IS-905816	Purchase of SAI Global Standard AS 8001-2008	139.20

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3830.1276-01		Satellite Security Services	1,835.10	INV	12/02/2019	IV004694	Update City Assist alarm code	50.00
				INV	12/02/2019	IV004826	Replace main panel battery Incubator	1,785.10
3830.1280-01		Scitech Discovery Centre	550.00	INV	13/02/2019	GE332763	School Holiday program excursion 080119	550.00
3830.1313-01		Daimler Trucks Perth	3,939.60	INV	12/02/2019	DFCSD250913	Transmission repairs to plant 442	3,939.60
3830.1338-01		South West Group	34,475.65	INV	12/02/2019	181911	2018/2019 Member Council Contributions	34,475.65
3830.1408-01		Sylvia Ayton Snowden	112.90	INV	13/02/2019	1stFebruary19	Reimbursement of flowers staff condolences	112.90
3830.1423-01		Telstra	12,801.02	INV	13/02/2019	1355246271Jan19	Mobiles/Devices for whole organisation to 260119	10,270.90
				INV	12/02/2019	9385375010Feb19	Internet and Data to 240219	2,491.62
				INV	12/02/2019	3752384000Jan19	FDC to 210119	19.25
				INV	12/02/2019	3764775000Jan19	Depot Alarm to 210219	19.25
3830.1505-01		Trailer Parts Pty Ltd	445.04	INV	12/02/2019	1014215	Parts for trailers	445.04
3830.1516-01		Trisley's Hydraulic Services Pty Lt	5,181.65	INV	13/02/2019	80203171	Service spa controller Recquatic	346.16
				INV	13/02/2019	90203371	Service spa injection system	247.50
				INV	13/02/2019	90203361	Service parts plus extra labour to replace O-rings	4,587.99
3830.1589-01		Waste Stream Management Pty Ltd	231.00	INV	12/02/2019	00421842	Concrete tipping January 19	231.00
3830.1592-01		Water Corporation of Western Austra	1,735.17	INV	12/02/2019	9018171503Jan19	2U Reserve Beauchamp Loop	4.91
				INV	12/02/2019	9018600726Feb19	21U Wellard Community Centre	1,506.68
				INV	12/02/2019	9021511329Feb19	16U Reserve Glenfinlass Pde	71.25
				INV	13/02/2019	9018197324Feb19	62U Drinking Fountain Honeywood Park	152.33
3830.1614-01		Westbooks	41.07	INV	13/02/2019	302753	Library items	41.07
3830.1689-01		Sandra Elizabeth Lee	586.54	INV	12/02/2019	5thJanuary2019	Reimbursement of travel and apparel expenses	586.54
3830.1718-01		Qualcon Laboratories Pty Ltd	781.00	INV	11/02/2019	00025155	Pavement Investigating	781.00
3830.1726-01		Kyocera Document Solutions Australi	3,754.75	INV	13/02/2019	2852391343	Copy cost to January 19 Depot	79.56
				INV	13/02/2019	2852391346	Copy cost to January 19 Admin CSO	51.94
				INV	13/02/2019	2852391340	Copy cost to January 19 Admin GSS	430.81
				INV	13/02/2019	2852391336	Copy cost January 19 Library Staff	131.28
				INV	13/02/2019	2852391333	Copy cost January 19 Admin CEO	93.18
				INV	13/02/2019	2852391345	Copy cost January 19 Library Public	66.34
				INV	13/02/2019	2852391349	Copy cost January 19 Library	74.41
				INV	13/02/2019	2852391341	Copy cost January 19 Admin Finance	157.99

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				INV	13/02/2019	2852391334	Copy cost January 19 Incubator	167.09
				INV	13/02/2019	2852391348	Copy cost January 19 Admin	619.51
				INV	13/02/2019	2852391350	Copy cost January 19 Admin CSO	146.39
				INV	13/02/2019	2852391338	Copy cost January 19 Zone Upstairs	49.35
				INV	13/02/2019	2852391342	Copy cost January 19 Family Day Care	78.53
				INV	13/02/2019	2852391347	Copy cost January 19 Wellard Centre	55.82
				INV	13/02/2019	2852391351	Copy cost January 19 Bertram Centre	14.68
				INV	13/02/2019	2852391339	Copy cost January 19 Admin Planning	538.44
				INV	13/02/2019	2852391335	Copy cost January 19 Knowledge Centre	109.19
				INV	13/02/2019	2852391344	Copy cost January 19 Recquatic	609.17
				INV	13/02/2019	2852391352	Copy cost January 19 Banksia Park	83.05
				INV	13/02/2019	2852391337	Copy cost January 19 Zone Gaming room	17.50
				INV	13/02/2019	2852391332	Copy cost January 19 Depot	180.52
3830.1826-01		Arteil	871.20	INV	13/02/2019	00070696	Office chairs	871.20
3830.19-01		Absolute Painting Services	682.00	INV	11/02/2019	INV-0784	Wall repairs and painting Medina Hall	352.00
				INV	12/02/2019	INV-0786	Painting services Banksia Park	330.00
3830.2068-01		Echelon Australia Pty Ltd	1,056.00	INV	12/02/2019	156-018454	Ergonomic champions workshop held December 18	1,056.00
3830.2097-01		Beaver Tree Services Aust Pty Ltd	111,393.88	INV	11/02/2019	68318	Verge Tree Watering week ending 010219	4,102.88
				INV	11/02/2019	68256	Vegetation clearance	1,961.95
				INV	11/02/2019	68276	Tree removal and stump grinding	524.68
				INV	11/02/2019	68287	Tree pruning	89.68
				INV	12/02/2019	68274	Vegetation clearance	2,581.25
				INV	12/02/2019	68285	Tree removal and grinding	524.68
				INV	12/02/2019	68288	Tree pruning	504.41
				INV	12/02/2019	68275	Tree pruning	7,046.95
				INV	12/02/2019	68286	Root grinding	1,142.60
				INV	12/02/2019	68289	Tree pruning	437.24
				INV	12/02/2019	68372	Street tree pruning Zone 6 Calista	92,477.56
3830.2121-01		Suez	623.82	INV	14/02/2019	30330810	Greenwaste and tipping fees 290119	623.82
3830.2125-01		Synergy	81,765.70	INV	14/02/2019	258360080Feb19	6505U Kwinana Adventure Park	1,276.85
				INV	14/02/2019	141057240Feb19	18472U The Zone	5,735.35
				INV	14/02/2019	127609840Feb19	687U Darius Top Floor	314.60
				INV	14/02/2019	129764890Feb19	7710U Lambeth Park POS	1,612.45

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				INV	14/02/2019	144372270Feb19	4718U Thomas Oval Retic	641.10
				INV	14/02/2019	958335710Feb19	10591U Orelia Oval	2,368.30
				INV	13/02/2019	657514270Feb19	0U 3 phase power supply oval	116.65
				INV	13/02/2019	201813230Feb19	2290U Mandogalup Stn/Reserve Bore	719.40
				INV	13/02/2019	114826720Feb19	220U Industrial S/Scapes Naval Base	168.50
				INV	13/02/2019	295992660Feb19	1240U Willandra Park	442.50
				INV	13/02/2019	314938770Feb19	0U Woko Park Bore	117.85
				INV	13/02/2019	422268910Feb19	6710U Depot	1,947.35
				INV	13/02/2019	118367820Feb19	6526U New Thomas Oval Pavilion	1,581.05
				INV	13/02/2019	149872970Feb19	5273U Incubator	1,423.95
				INV	13/02/2019	177581220Feb19	110080U Recquatic	27,695.25
				INV	13/02/2019	198694990Feb19	595568U Admin/Arts/Parmelia	16,453.90
				INV	13/02/2019	135567600Feb19	53462U Darius Wells Library/Resource Centre	14,920.20
				INV	12/02/2019	290833680Feb19	33U BBQ/Lights Honeywood Park	125.45
				INV	12/02/2019	830669340Feb19	7U Fire Pump Wandi	111.65
				INV	12/02/2019	264244690Feb19	2549U Bore Gecko Park	795.40
				INV	12/02/2019	259587970Feb19	3384U Retic Honeywood Ave	1,011.40
				INV	12/02/2019	294827290Feb19	12U Art Sculpture Darling Park	119.85
				INV	12/02/2019	198511040Feb19	2670U Bore/BBQ/Lights Bruny Meander	829.40
				INV	12/02/2019	294428370Feb19	751U Mornington Park	315.40
				INV	12/02/2019	214467920Feb19	10U BBQ/Lights Honeywood Park/Bruny Meander	119.30
				INV	12/02/2019	179469390Feb19	3259U Bertram Community Centre	802.60
3830.218-01		Bob Jane T-Mart	201.00	INV	12/02/2019	138915	Journey P332 tyre and puncture repair kit	151.00
				INV	12/02/2019	138926	Puncture repair to car	25.00
				INV	12/02/2019	138925	Puncture repair to car	25.00
3830.248-01		Bunnings Building Supplies	762.89	INV	12/02/2019	2163/01645171	Assorted hardware items	281.33
				INV	12/02/2019	2163/01645367	Timber and brackets	72.60
				INV	12/02/2019	2163/01644683	Spray pump packs	56.42
				INV	11/02/2019	2163/01539353	Hardware items	236.95
				INV	13/02/2019	2163/01173051	Painting items	67.91
				INV	14/02/2019	2163/01628063	Hardware items	47.68
3830.2507-01		Ixom Operations Pty Ltd	143.22	INV	11/02/2019	6069210	Supply of chlorine gas Recquatic	143.22
3830.2546-01		Sigma Chemicals	648.45	INV	11/02/2019	125644/01	Pool items Recquatic	648.45

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3830.2646-01		Neverfail Springwater	90.60	INV	13/02/2019	695172	Bottled water	60.40
				INV	13/02/2019	695783	Bottled water	30.20
3830.2675-01		Serco Australia Pty Ltd	486.00	INV	13/02/2019	91546595	24 Hour Smartriders	486.00
3830.2758-01		CSR Gyprock Fibre Cement WA	25.14	INV	13/02/2019	916920070	Plaster boards	25.14
3830.2852-01		Downer EDI Works Pty Ltd	194.50	INV	12/02/2019	6006285	Asphalt 10mm Gran AC50B D	194.50
3830.3105-01		Poly Pipe Traders	222.94	INV	12/02/2019	00096300	Reticulation parts	182.19
				INV	12/02/2019	00096049	Reticulation parts	40.75
3830.3155-01		PFD Food Services Pty Ltd	672.30	INV	13/02/2019	KN925296	Items for Recquatic cafe	672.30
3830.3212-01		Marketforce Pty Ltd	5,880.52	INV	12/02/2019	25919	Public Notice for Parking Facilities Law 2018	404.56
				INV	12/02/2019	25911	Advertising for Term 1 Program	1,435.04
				INV	12/02/2019	25910	Advertising for Australia Day 2019	1,427.64
				INV	12/02/2019	25912	Recquatic open day advert in Weekend Courier	1,686.48
				INV	13/02/2019	25917	Advertising 180119	185.36
				INV	13/02/2019	25915	Advertising online 180119	185.36
				INV	13/02/2019	25914	Advertising online 180119	185.36
				INV	13/02/2019	25916	Advertising online 180119	185.36
				INV	13/02/2019	25918	Advertising online 230119	185.36
3830.335-01		City of Rockingham	1,487.64	INV	14/02/2019	103516	Tip fees January 19	1,487.64
3830.3450-01		West Coast Shade	132.00	INV	14/02/2019	00009533	Repairs to playground Prince Regent Park	132.00
3830.3462-01		Ann Beaman & Bernard Gordon Beaman	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3463-01		Joyce Edmunds	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3466-01		Shirley Stevenson	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3467-01		Mavis Scothern	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3470-01		Joseph Cecil Edwin Chipping	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3471-01		Bill Griffiths & Pat Griffiths	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3472-01		Mary Annakin	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3476-01		Jessica Gear	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3479-01		Edith Ellis	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3480-01		Gwen Belbin	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04

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Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
3830.3481-01		Elsie Frank	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3482-01		Linda Mary Maddocks	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3483-01		Glenys Sydney Gomez	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3495-01		Valerie Hookham	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3497-01		Lynette Truswell	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3499-01		Rhonda Dawn McGee	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3502-01		Patricia Clarke	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3504-01		Paula Maria Josepha Geling	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3507-01		Melody Alsop & Bernard Kearney	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3509-01		Maureen Soady	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3511-01		John Lewis	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3516-01		Patricia Jones & Ray Jones	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3524-01		John Whitton & Elsie Whitton	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3527-01		Vivienne Anne Buckingham	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3529-01		Ray Davis	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3533-01		Maxine Ellis	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3534-01		Ena Jeffrey	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3538-01		Cornelia Troost	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3540-01		Joan Butcher	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3541-01		Shirley Ranger	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3542-01		Ron Brooks & Gillian Brooks	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3543-01		Elizabeth Hilton Livesey	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3549-01		Thomas Marlow & Dorothy Marlow	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3550-01		Margaret Beckett	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3552-01		Cherry Hamilton	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.3556-01		Jenny Binks	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.357-01		BullAnt Security Pty	219.65	INV	14/02/2019	10,182,773	Cut and engrave keys	205.45
				INV	11/02/2019	10,182,790	Key cutting for City Assist vehicle dog lift	14.20

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3830.3877-01		Schweppes Australia Pty Ltd	743.50	INV	13/02/2019	9005805723	Assorted drinks Recquatic	743.50
3830.3999-01		Wizard Training Solutions	1,210.00	INV	13/02/2019	WTZ030	Staff Mediation session	1,210.00
3830.412-01		Courier Australia	13.05	INV	13/02/2019	0365	Courier charge 070219	13.05
3830.4125-01		LD Total	88,309.75	INV	14/02/2019	96852	Landscape maintenance January 19 Emerald Park	5,223.74
				INV	11/02/2019	96856	Landscape maintenance January 19 Honeywood	14,790.71
				INV	11/02/2019	96859	Landscape services January 19 Latitude 32	2,725.49
				INV	11/02/2019	96872	Landscape services January 19 Wellard Glen	978.62
				INV	11/02/2019	96879	Landscape services January 19 Providence	7,002.14
				INV	11/02/2019	96848	Landscape services January 19 Belgravia	5,023.14
				INV	11/02/2019	96870	Landscape services January 19 Wellard Village	28,841.53
				INV	11/02/2019	96877	Landscape services January 19 Living Edge	341.09
				INV	11/02/2019	96858	Landscape services January 19 Honeywood Rise	2,533.52
				INV	11/02/2019	96868	Landscape services January 19 Sunrise Estate	999.58
				INV	11/02/2019	96874	Landscape services January 19 Whistling Grove	1,965.14
				INV	11/02/2019	96869	Landscape services January 19 Wellard Village	6,703.02
				INV	11/02/2019	96876	Landscape services January 19 Living Edge	92.73
				INV	11/02/2019	96847	Landscape services January 19 Belgravia	1,118.79
				INV	11/02/2019	96878	Irrigation services January 19 Providence	2,091.80
				INV	11/02/2019	96871	Irrigation services January 19 Wellard Glen	367.22
				INV	11/02/2019	96873	Irrigation services January 19 Whistling Grove	348.34
				INV	11/02/2019	96867	Irrigation services January 19 Sunrise Estate	202.86
				INV	11/02/2019	96857	Irrigation services January 19 Honeywood Rise	646.45
				INV	11/02/2019	96855	Landscape services January 19 Honeywood	4,475.13
				INV	11/02/2019	96851	Irrigation services January 19 Emerald Park	1,615.39
				INV	11/02/2019	95478	Additional maintenance November 18 Sunrise	223.32
3830.413-01		Covs Parts Pty Ltd	1,236.17	INV	12/02/2019	1650100674	Hose clamp	24.20
				INV	12/02/2019	1650100686	Cabin filter	61.16

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				INV	12/02/2019	1650100649	Assorted filters	149.14
				INV	12/02/2019	1650100675	Battery watch and connector	33.22
				INV	12/02/2019	1650100687	Air and fuel filters	126.36
				INV	12/02/2019	1650100647	Assorted filters	842.09
3830.4139-01		Mary Monica Keep	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4190-01		AC Cooling Services	141.00	INV	12/02/2019	3013	Service Air conditioner Callistemon Court U31	141.00
3830.4245-01		ED Property Services	2,090.00	INV	13/02/2019	00001207	Gutter repairs Banksia Park	2,090.00
3830.4465-01		Medina Residents Group	3,000.00	INV	13/02/2019	11thFebruary2019	Community Event Funding Neighbour Day 2019	3,000.00
3830.4477-01		Trophy Express	1,720.00	INV	12/02/2019	10302	Assorted trophies for soccer grand final	466.20
				INV	12/02/2019	10301	Assorted trophies for netball grand final	1,253.80
3830.4513-01		Audrey Taylor & Gerald Ralph Taylor	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4514-01		John Joachim Xavier	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4515-01		Margaret Mary Robertson	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4516-01		Peter Gerald Hanmer & Jeanette Hanm	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.457-01		Porter Consulting Engineers	132.00	INV	12/02/2019	00019057	Review Hammond Road extension	132.00
3830.4633-01		Shirley Elfrida Bull & Thomas James	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4634-01		Doris Alcock	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4719-01		Complete Office Supplies Pty Ltd	702.07	INV	13/02/2019	08097921	Stationery Zone	421.63
				INV	12/02/2019	08101809	Bantex desk mat with planner	11.53
				INV	11/02/2019	08088091	Stationery Recquatic	268.91
3830.4743-01		Artcom Fabrication	272.25	INV	11/02/2019	00031486	Relocation of Medina Marvel artwork	272.25
3830.4861-01		Big W	98.00	INV	11/02/2019	176920	Sandwich maker and kettle Recquatic	98.00
3830.4911-01		Geoffrey Booth	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.4947-01		Future Power WA Pty Ltd	120,096.09	INV	12/02/2019	00001471	Medina Oval Sports lighting Claim 3	116,271.46
				INV	12/02/2019	00001472	Medina Oval Sports lighting cost variations	3,824.63
3830.5195-01		Rosewitha Bywaters	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.5196-01		Joan Hulme	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.5197-01		Brenda Patricia Sawyers	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04

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3830.5199-01		Henry Wink	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.5259-01		Buswest	2,205.50	INV	13/02/2019	98138	Bus hire for school holiday program	2,205.50
3830.5321-01		Animal Pest Management Services	405.50	INV	13/02/2019	A-17634	Additional payment Invoice A-17634 pest management	405.50
3830.5387-01		Woodlands Distributors & Agencies	968.00	INV	13/02/2019	KWA1-010	Re sand and stain courtyard Koorliny Arts Centre	968.00
3830.5520-01		Master Lock Service	555.00	INV	12/02/2019	00005705	Replace door closer on Recquatic first aid room	365.00
				INV	13/02/2019	00005687	Install lock and supply keys	190.00
3830.5645-01		Name Badge World	68.70	INV	11/02/2019	B81949	Name badges	68.70
3830.5701-01		Ruth Long	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.5703-01		Estate of Audrey Lillian Spooner	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.5750-01		Kev's Wheelie Kleen	572.00	INV	13/02/2019	3836	Bin cleaning 210119 John Wellard	44.00
				INV	13/02/2019	3792	Bin cleaning 170119 William Bertram	55.00
				INV	13/02/2019	3230	Bin cleaning 211118 William Bertram	99.00
				INV	13/02/2019	3405	Bin cleaning 111218 John Wellard	88.00
				INV	13/02/2019	3544	Bin cleaning 191218 William Bertram	99.00
				INV	13/02/2019	3645	Bin cleaning Admin	88.00
				INV	13/02/2019	3666	Bin cleaning Admin	99.00
3830.5754-01		Talis Consultants Pty Ltd	6,490.00	INV	12/02/2019	18104	Classification of excavated waste from sump	6,490.00
3830.5823-01		Accord Security Pty Ltd	533.50	INV	12/02/2019	00023230	Cash handling and banking service January 19	533.50
3830.5966-01		Bonfire Group	495.00	INV	13/02/2019	A1576613.5	Premium hosting fee December 18	495.00
3830.5996-01		CMS Engineering Pty Ltd	5,963.10	INV	13/02/2019	31263	Service air conditioner Recquatic	1,230.90
				INV	13/02/2019	31261	Service air conditioner Admin	1,485.00
				INV	13/02/2019	31262	Service air conditioner Admin	435.60
				INV	12/02/2019	31204	Service air conditioner Recquatic	2,811.60
3830.6127-01		ABC Blinds & Awnings	228.00	INV	12/02/2019	452919	Aluminium venetian blinds to records area	228.00
3830.6267-01		Woolworths Group Limited	1,281.58	INV	13/02/2019	3532959	Food for Term 1 Drop In	100.70
				INV	13/02/2019	3413369	Items for Zone event	99.30
				INV	13/02/2019	33370217	Items for Admin	166.70
				INV	13/02/2019	33274842	Items for Admin	162.11
				INV	14/02/2019	3532962	Items for Programs Term 1 2019	110.47

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Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
				INV	14/02/2019	3532935	Farewell morning tea Community Services	69.32
				INV	12/02/2019	33203081	Items for Admin	115.97
				INV	12/02/2019	33097080	Items for Admin	113.39
				INV	12/02/2019	3532951	Food and supplies fro Mooditj Kulungars playgroup	90.95
				INV	12/02/2019	3532938	Depot morning tea supplies	77.50
				INV	12/02/2019	3532957	Depot morning tea supplies	94.00
				INV	11/02/2019	3532945	Milk for the Zone	4.00
				INV	11/02/2019	3532943	Food for Beatball 010219	77.17
3830.6370-01		Elexacom	14,091.67	INV	12/02/2019	25327	Replaced spitfires Darius Wells	575.08
				INV	12/02/2019	25317	Test emergency and exit lights Darius Wells	389.27
				INV	12/02/2019	25318	Test emergency and exit lights Family Day Care	233.56
				INV	12/02/2019	25326	Replace faulty exit sign	585.92
				INV	12/02/2019	25324	Test emergency and exit lights Leda Hall	165.44
				INV	12/02/2019	25325	Electrical inspection and checks Darius Wells	2,721.68
				INV	14/02/2019	25049	Reinstatement of power cables to street lights	6,690.17
				INV	14/02/2019	25323	Test emergency and exit lights	165.44
				INV	13/02/2019	25377	Service bore pump Banksia Park	123.48
				INV	12/02/2019	25364	Reset RCD to BBQ at Rushbrooke Park	155.71
				INV	12/02/2019	25333	Repaired carpark lights at Parmelia House	528.95
				INV	12/02/2019	25334	Emergency light testing at Tennis Club	165.44
				INV	12/02/2019	25361	Repair floodlights at Challenger Beach	165.48
				INV	12/02/2019	25362	Repair lights in ladies toilets at Incubator	160.31
				INV	12/02/2019	25363	Reset RCD to BBQ at Willandra Park	155.71
				INV	13/02/2019	24757	Assist with POE Cabling	116.78
				INV	13/02/2019	24604	Mounting access points to roof	993.25
3830.662-01		Green Skills Inc / Ecojobs	2,107.60	INV	13/02/2019	P1282	Greenstock maintenance for native seedlings	2,107.60
3830.664-01		StrataGreen	844.12	INV	14/02/2019	102564	Fertiliser products	844.12
3830.665-01		Gregs Glass	180.00	INV	12/02/2019	6703-19	Reglaze wooden frame Sloans House	180.00
3830.6658-01		State Library Queensland	118.25	INV	13/02/2019	0028828	Summer Reading Challenge promotional paterials	118.25
3830.6743-01		Josh Byrne & Associates	3,058.00	INV	11/02/2019	00002219	Verification of Developer Contribution Plan	3,058.00
3830.6749-01		Australia Post	2,094.66	INV	12/02/2019	1008226800	Postage for period ending 310119	2,094.66

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3830.6796-01		Adelaide Betty Trent	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6797-01		Norma Newland	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6798-01		Elizabeth Lang	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6799-01		Isobel Baldacci	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6800-01		Walter & Mary Buczolich	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6801-01		Mary Rafferty Harris	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6802-01		Marjorie Watson	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6803-01		Catherine Gardiner Hazeldean	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.6878-01		Charles Bryson Macaulay	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.694-01		Heatley Sales Pty Ltd	1,521.05	INV	14/02/2019	C860156	Assorted boots Depot	1,521.05
3830.6971-01		Irene Storey	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.7-01		AAA Windscreens & Tinting	597.00	INV	12/02/2019	INV-42695	Strip and replace tint on panes	597.00
3830.7042-01		Quantum Building Services	15,017.15	INV	12/02/2019	00002373	Removal of fence Koorliny Arts Centre	1,910.15
				INV	11/02/2019	00002371	Smirk Cottage awning	4,501.97
				INV	14/02/2019	00002372	Replacement of limestone blocks	8,605.03
3830.7097-01		Maria Zandra Galvan Rosales	100.10	INV	13/02/2019	12thFebruary2019	Refund cancelled swimming membership Recquatic	100.10
3830.7168-01		Exit Waste	2,007.50	INV	13/02/2019	3852	Service grease traps January 19	2,007.50
3830.7185-01		Adolf Herbert Gaschk	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.7273-01		Audrey Elizabeth Newman	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.7388-01		Morris Jacobs	155.00	INV	14/02/2019	1-12/02/19	Tuesday art facilitation 120219	155.00
3830.7575-01		Pickles Auctions	231.00	INV	12/02/2019	DI000109934	Towing pick up 1GHP817	110.00
				INV	12/02/2019	DI000109935	Towing pick up	121.00
3830.762-01		Blackwood & Sons Ltd	1,173.73	INV	12/02/2019	KW2840OH	Uniforms	149.49
				INV	12/02/2019	KW0604RU	Uniforms	73.41
				INV	12/02/2019	KW4311SB	Gloves maxifoam size 9	67.32
				INV	12/02/2019	KW4156RS	Parts for security screen	4.76
				INV	12/02/2019	KW0887RR	Parts and security screen	180.40
				INV	11/02/2019	KW4362SA	Poly vests	231.84
				INV	14/02/2019	KW5756RY	Uniforms	325.60

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				INV	12/02/2019	KW0817SB	Safety glasses	140.91
3830.7689-01		VARIDESK	931.00	INV	13/02/2019	IVC-2-1025966	Office desk	850.25
				INV	13/02/2019	IVC-2-980196	Standing mat	80.75
3830.7827-01		Joan Amelia Scott	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.7833-01		Kwinana Veterinary Hospital Pty Ltd	435.00	INV	13/02/2019	39421	Microchip	65.00
				INV	13/02/2019	40032	Microchip	65.00
				INV	13/02/2019	40098	Microchip	65.00
				INV	13/02/2019	40510	Microchip	65.00
				INV	13/02/2019	41422	Euthanasia	45.00
				INV	13/02/2019	42794	Microchip	65.00
				INV	13/02/2019	43042	Microchip	65.00
3830.7911-01		Coulson and Co	228.00	INV	12/02/2019	12.4	Rates Refund	228.00
3830.8090-01		John Philip Clark & Janice Lynette	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.8099-01		Total Tools Rockingham	70.00	INV	12/02/2019	60076	Cyclone axe	70.00
3830.8319-01		Poolwerx Spearwood	2,706.79	INV	12/02/2019	111145-1	Supply and install Water Witch solenoid	186.00
				INV	12/02/2019	107564-1	Splash pad water testing and balancing January 19	2,520.79
3830.8324-01		Mae Meatchem	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.8325-01		Envirosweep	12,769.90	INV	12/02/2019	62077	Carpark sweeping January 2019	3,071.20
				INV	12/02/2019	62079	Footpath sweeping January 2019	1,897.50
				INV	12/02/2019	62081	Oil spill clean up Tucker and Seabrook Streets	242.00
				INV	12/02/2019	62082	Road sweeping on Armstrong Road as requested	181.50
				INV	12/02/2019	62078	Road sweeping of various roads January 2019	2,799.50
				INV	12/02/2019	62083	Road sweeping of Kwinana Beach January 2019	4,457.20
				INV	12/02/2019	62080	Road sweeping at Henry Street Naval Base	121.00
3830.8425-01		Webson Services	3,974.30	INV	12/02/2019	2444	External painting William Bertram Centre	3,974.30
3830.8478-01		Honeywood Residents Group Inc.	3,000.00	INV	13/02/2019	11thFebruary2019	Community Event Funding Neighbour Day 2019	3,000.00
3830.8519-01		Lucie Marie Johanna Schokker	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04

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3830.8579-01		Margarita Agnes Nutt	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.8756-01		Ohura Consulting	9,551.64	INV	13/02/2019	483	Facilitation of Enterprise Agreement	4,707.51
				INV	13/02/2019	484	Position Descriptions Project stage 2	4,844.13
3830.888-01		Les Mills Australia	452.22	INV	13/02/2019	972614	Licence fee February 19	452.22
3830.8894-01		Landscape and Maintenance Solutions	26,653.87	INV	14/02/2019	INV-1022	Passive and Streetscape mowing January 19	8,490.84
				INV	14/02/2019	INV-1021	Broadacre mowing of sportsgrounds	16,660.18
				INV	14/02/2019	INV-1020	Mowing services week of 280119	1,502.85
3830.8899-01		Majestic Plumbing	4,730.11	INV	12/02/2019	230154	Alarm for UV system Magenup Equestrian Centre	1,340.39
				INV	12/02/2019	230270	Replaced urn Department of Housing	1,199.00
				INV	11/02/2019	230156	Service water unit Depot	184.49
				INV	11/02/2019	230158	Service tap Leda Hall	97.75
				INV	12/02/2019	00230237	Poly gas line Koorliny Arts Centre	491.70
				INV	12/02/2019	211367	Install new toilet cistern Banksia Park U16	801.00
				INV	11/02/2019	230152	Service hot water system 220119 Admin	303.29
				INV	11/02/2019	230151	Service toilet Admin	192.74
				INV	11/02/2019	230150	Service toilet Challenger Beach	119.75
3830.8922-01		Norm Carlisle & Maureen Carlisle	199.04	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	199.04
3830.8979-01		Vocus Communications	1,694.00	INV	12/02/2019	P379167	Monthly internet service February 19	1,694.00
3830.8998-01		McLeods	14,817.09	INV	12/02/2019	106813	Legal fee Matter No 42544	1,384.60
				INV	12/02/2019	106823	Legal fee Matter No 42541	303.60
				INV	12/02/2019	106824	Legal fee Matter No 42543	401.50
				INV	12/02/2019	106814	Legal fee Matter No 43335	387.20
				INV	12/02/2019	106809	Legal fee Matter No 42545	262.90
				INV	12/02/2019	106810	Legal fee Matter No 42546	740.30
				INV	12/02/2019	106811	Legal fee Matter No 42547	304.15
				INV	12/02/2019	106825	Legal fee Matter No 42548	385.39
				INV	12/02/2019	106812	Legal fee Matter No 42550	821.15
				INV	14/02/2019	106843	Legal fee Matter No 43029	519.20
				INV	14/02/2019	106842	Legal fee Matter No 42936	515.90
				INV	14/02/2019	106916	Legal fee Matter No 43401	6,549.40
				INV	14/02/2019	106755	Legal fee Matter No 39181	2,241.80
3830.9013-01		Department of Mines, Industry	15,795.44	INV	12/02/2019	January2019	Building Services Levy January 2019	15,795.44

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Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
3830.9019-01		Kearns Garden Supplies	558.15	INV	13/02/2019	24/25-310119	Assorted hardware items	397.58
				INV	12/02/2019	62	Taps and fittings Recquatic	30.80
				INV	12/02/2019	3-31/01/2019	Hardware items Callistemon Courts	58.00
				INV	12/02/2019	4-31/01/2019	Hardware items Banksia Park	71.77
3830.9030-01		Air Liquide Australia	109.16	INV	11/02/2019	VI8701	Hire of medical oxygen	109.16
3830.903-01		Lo-Go Appointments	3,051.73	INV	12/02/2019	00419057	Temp staff week ending 020219	919.60
				INV	13/02/2019	00419018	Temp staff week ending 260119	1,093.40
				INV	13/02/2019	00419059	Temp staff week ending 020219	1,038.73
3830.9074-01		Natsales Advertising Pty Ltd	3,052.50	INV	12/02/2019	00340740	New panels for Re-Cycle Right campaign	2,475.00
				INV	11/02/2019	00341031	Bin panels to advertise Alcoa Children's Festival	577.50
3830.9081-01		Kwinana Smash Repairs	500.00	INV	11/02/2019	14,961	1GEO493 Insurance excess	500.00
3830.9345-01		Accidental Health & Safety Perth	302.26	INV	12/02/2019	614543	Wall mounted first aid kit for Zone	175.41
				INV	13/02/2019	615338	First aid items Darius Wells	126.85
3830.9497-01		Barbara Grace Staunton	116.11	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	116.11
3830.9547-01		Retech Rubber	357.50	INV	12/02/2019	00002699	Repair soft falls Emerald Park	357.50
3830.9732-01		Builders Training of WA	695.54	INV	11/02/2019	00006353	Advanced Diploma of Building Surveying	695.54
3830.9812-01		Coastal Firebreaks and Slashing	1,342.00	INV	13/02/2019	INV1177	Removal of fire hazards	1,342.00
3830.9978-01		Marjorie Kathleen Preece	66.35	INV	13/02/2019	BP2017/18	Banksia Park refunds 1718	66.35
3831	14/02/2019	EFT TRANSFER: - 15/02/2019	213,825.98					
3831.153-01		Australian Taxation Office	200,174.00	INV	10/02/2019	PY01-17-Australi	Payroll Deduction PAYG Tax Withheld	200,174.00
3831.2853-01		Maxxia Pty Ltd	3,903.58	INV	10/02/2019	PY01-17-Maxxia P	Payroll Deduction	1,976.45
				INV	10/02/2019	PY01-17-Maxxia P	Payroll Deduction	1,927.13
3831.3376-01		Health Insurance Fund of WA (HIF)	1,168.40	INV	10/02/2019	PY01-17-Health I	Payroll Deduction	1,168.40
3831.3719-01		City of Kwinana - Xmas fund	8,580.00	INV	10/02/2019	PY01-17-TOK Chri	Payroll Deduction	8,580.00
3832	15/02/2019	EFT TRANSFER: - 15/02/2019	143,283.30					
3832.565-01		Bright Futures Family Day Care - Pa	143,283.30	INV	15/02/2019	280119 to 100219	FDC Payroll 280119 to 100219	143,283.30
3833	15/02/2019	EFT TRANSFER: - 15/02/2019	21,125.61					
3833.568-01		Bright Futures In Home Care - Payro	21,125.61	INV	15/02/2019	280119 to 100219	IHC Payroll 280119 to 100219	21,125.61
3834	15/02/2019	EFT TRANSFER: - 15/02/2019	251,491.02					

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3834.10152-01		SuperChoice	251,491.02	INV	31/01/2019	January2019*-01	Superannuation-January2019*-01	183,643.98
				INV	31/01/2019	January2019*-03	Superannuation-January2019*-03	5,786.29
				INV	31/01/2019	January2019*-06	Superannuation-January2019*-06	2,677.31
				INV	31/01/2019	January2019*-07	Superannuation-January2019*-07	3,319.25
				INV	31/01/2019	January2019*-13	Superannuation-January2019*-13	1,949.35
				INV	31/01/2019	January2019*-14	Superannuation-January2019*-14	7,641.25
				INV	31/01/2019	January2019*-16	Superannuation-January2019*-16	950.89
				INV	31/01/2019	January2019*-17	Superannuation-January2019*-17	12,016.93
				INV	31/01/2019	January2019*-18	Superannuation-January2019*-18	1,943.92
				INV	31/01/2019	January2019*-20	Superannuation-January2019*-20	492.10
				INV	31/01/2019	January2019*-21	Superannuation-January2019*-21	898.57
				INV	31/01/2019	January2019*-22	Superannuation-January2019*-22	343.81
				INV	31/01/2019	January2019*-24	Superannuation-January2019*-24	2,706.90
				INV	31/01/2019	January2019*-29	Superannuation-January2019*-29	627.61
				INV	31/01/2019	January2019*-30	Superannuation-January2019*-30	824.89
				INV	31/01/2019	January2019*-37	Superannuation-January2019*-37	1,173.26
				INV	31/01/2019	January2019*-43	Superannuation-January2019*-43	224.94
				INV	31/01/2019	January2019*-46	Superannuation-January2019*-46	1,730.44
				INV	31/01/2019	January2019*-48	Superannuation-January2019*-48	988.55
				INV	31/01/2019	January2019*-50	Superannuation-January2019*-50	1,582.90
				INV	31/01/2019	January2019*-54	Superannuation-January2019*-54	1,208.22
				INV	31/01/2019	January2019*-55	Superannuation-January2019*-55	2,207.58
				INV	31/01/2019	January2019*-56	Superannuation-January2019*-56	1,063.60
				INV	31/01/2019	January2019*-58	Superannuation-January2019*-58	429.94
				INV	31/01/2019	January2019*-59	Superannuation-January2019*-59	2,050.42
				INV	31/01/2019	January2019*-60	Superannuation-January2019*-60	1,113.16
				INV	31/01/2019	January2019*-63	Superannuation-January2019*-63	252.60
				INV	31/01/2019	January2019*-64	Superannuation-January2019*-64	742.84
				INV	31/01/2019	January2019*-65	Superannuation-January2019*-65	619.59
				INV	31/01/2019	January2019*-66	Superannuation-January2019*-66	512.94
				INV	31/01/2019	January2019*-72	Superannuation-January2019*-72	973.66
				INV	31/01/2019	January2019*-73	Superannuation-January2019*-73	1,328.25
				INV	31/01/2019	January2019*-75	Superannuation-January2019*-75	120.79
				INV	31/01/2019	January2019*-76	Superannuation-January2019*-76	95.08
				INV	31/01/2019	January2019*-78	Superannuation-January2019*-78	569.41
				INV	31/01/2019	January2019*-79	Superannuation-January2019*-79	1,098.92

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				INV	31/01/2019	January2019*-80	Superannuation-January2019*-80	1,816.17
				INV	31/01/2019	January2019*-81	Superannuation-January2019*-81	538.37
				INV	31/01/2019	January2019*-82	Superannuation-January2019*-82	2,046.93
				INV	31/01/2019	January2019*-83	Superannuation-January2019*-83	411.87
				INV	31/01/2019	January2019*-84	Superannuation-January2019*-84	184.44
				INV	31/01/2019	January2019*-85	Superannuation-January2019*-85	330.07
				INV	31/01/2019	January2019*-86	Superannuation-January2019*-86	253.03
3835	20/02/2019	EFT TRANSFER: - 20/02/2019	7,107.87					
3835.565-01		Bright Futures Family Day Care - Pa	7,107.87	INV	18/02/2019	280119 to 100219	FDC Payroll 280119 to 100219	7,107.87
3836	21/02/2019	EFT TRANSFER: - 21/02/2019	1,127,247.70					
3836.10078-01		Web Track	165.00	INV	18/02/2019	INV-2748	Installation of tracking unit	165.00
3836.10202-01		Facilities First Australia	4,055.70	INV	18/02/2019	168529	General cleaning January 19 William Bertram	4,055.70
3836.10311-01		Go Doors Pty Ltd	187.00	INV	19/02/2019	80354	Adjust safety sensor beam to front doors	187.00
3836.1034-01		North Lake Electrical Pty Ltd	379.50	INV	18/02/2019	52600	Electrical services 181018	379.50
3836.10373-01		Green Willows Industrial Cleaning a	200.00	INV	20/02/2019	36	Clubhouse and Office cleaning	200.00
3836.10377-01		Agostina Orazio	254.65	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	254.65
3836.10605-01		Heart Wise Art Therapy	115.00	INV	20/02/2019	101	Art therapy group facilitation	115.00
3836.10682-01		Bay Concrete Grinding	440.00	INV	18/02/2019	00035545	Concrete grinding of trip hazards	440.00
3836.10756-01		Retech Rubber	1,067.00	INV	19/02/2019	00002762	Repair rubber soft fall	357.50
				INV	19/02/2019	00002706	Repair rubber surface Wellard Park	385.00
				INV	19/02/2019	00002750	Repair rubber surface McGuigan Park	324.50
3836.10802-01		Safemaster Safety Products Pty Ltd	132.00	INV	19/02/2019	00008993	Installation of surface mount anchor	132.00
3836.10885-01		BWC Civil and Earthmoving	3,074.50	INV	19/02/2019	00002922	Shed pad preparation at Koorliny Arts Centre	3,074.50
3836.10921-01		Visage Productions	11,000.00	INV	19/02/2019	0980	Channel 7 Our Town Television Series	11,000.00
3836.10973-01		Allyssa Short	100.00	RFD	19/02/2019	1338186	Refund bond Patio hire 100918	100.00
3836.10974-01		Filipa Pinto	100.00	RFD	19/02/2019	1346360	Refund bond Patio hire 160219	100.00
3836.10975-01		Bogdanka Skipina	100.00	RFD	19/02/2019	1411116	Refund bond Patio hire 110119	100.00
3836.10976-01		Lowinna Fowles	100.00	RFD	19/02/2019	1413484	Refund bond Patio hire 170119	50.00
				RFD	19/02/2019	1422840	Refund bond Patio hire 310119	50.00
3836.10977-01		Jocelyn Salongcong Caquilala	1,000.00	RFD	19/02/2019	1423003	Refund bond Patio hire 160219	1,000.00

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3836.10978-01		Melissa Roberts	100.00	RFD	19/02/2019	1340494	Refund bond patio hire 140918	100.00
3836.10979-01		Auscontact Association Limited	450.00	INV	20/02/2019	13751	Corporate Membership 310119 to 300120	450.00
3836.10980-01		Caitlin Holden	76.70	INV	19/02/2019	14rhFebruary2019	Refund Active Parents Program fee	76.70
3836.10981-01		Fremantle College	64.64	INV	19/02/2019	13thFebruary19	2018 Educational Scholarship	64.64
3836.10982-01		Rebecca Jenkins	88.92	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	88.92
3836.10983-01		Helen Wood	63.08	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	63.08
3836.10984-01		Kelli Maree Gordon	43.99	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	43.99
3836.10985-01		Angeline Marie Molyneux	109.51	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	109.51
3836.10986-01		Wei Li	63.96	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	63.96
3836.10987-01		Barrie Christopher Donohoe	1,197.00	RFD	19/02/2019	776282	Refund bond for sub division	1,197.00
3836.10988-01		Zenper Pty Ltd	768.00	INV	20/02/2019	385	Agistment for impounded horse	768.00
3836.10989-01		Reach Kwinana	750.00	INV	20/02/2019	18thFebruary2019	Donation Reach Kwinana for Summer Youth Camp	750.00
3836.10991-01		Douglas Murdoch Elkins	308.00	INV	20/02/2019	15thFebruary19	Reimbursement of IPWEA membership fees	308.00
3836.1112-01		Phonographic Performance Company of	3,779.86	INV	20/02/2019	3138379	Fitness Classes Licence 2019 calendar year	3,779.86
3836.1130-01		Port Printing Works	302.50	INV	20/02/2019	INV032294	Business cards for Community Liaison Service	42.90
				INV	19/02/2019	INV032287	Kwinana Recquatic A3 activity sheets	259.60
3836.1157-01		Quality Traffic Management Pty Ltd	32,803.86	INV	18/02/2019	27119	Traffic management February 2019	26,039.31
				INV	18/02/2019	27121	Design traffic management	841.04
				INV	20/02/2019	27175	Traffic management	5,923.51
3836.1178-01		Holcim (Australia) Pty Ltd	416.24	INV	18/02/2019	9406187286	1.20m3 concrete	416.24
3836.1186-01		Red Dot	132.00	INV	19/02/2019	39938919	Items for Term Program John Wellard Centre	132.00
3836.1197-01		Repco Auto Parts	283.27	INV	18/02/2019	4330118631	Set of disc brakes	161.70
				INV	18/02/2019	4330118661	Pressure sprayer	121.57
3836.1249-01		Royal Life Saving Society	500.00	INV	19/02/2019	99220	Heartbeat resuscitation course for Active Parents	250.00
				INV	19/02/2019	99215	Heartbeat resuscitation course 121218	250.00
3836.1282-01		Sealanes (1985) Pty Ltd	258.75	INV	18/02/2019	F5707115	Bottled Water for Kwinana South Fire Brigade	258.75

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3836.1524-01		Turfmaster Facility Management	45,351.36	INV	21/02/2019	616136	Application of wetting agent various locations	45,351.36
3836.1530-01		Wormald Australia Pty Ltd	1,934.90	INV	18/02/2019	7900897	Replace hydrant hand wheel Fiona Harris Pavilion	1,049.40
				INV	18/02/2019	7899738	Service alarm system Darius Wells	885.50
3836.1561-01		WA Limestone Co	5,285.13	INV	20/02/2019	BY2470/01	241.44 tonne road base	5,285.13
3836.1572-01		Western Australian Local Government	2,835.00	INV	19/02/2019	I3074973	Short Course Local Government Act 1995	567.00
				INV	19/02/2019	I3074978	Short Course Preparing Agendas & Minutes 220119	567.00
				INV	19/02/2019	I3074979	Short Course Effective Letter & Report Writing	567.00
				INV	19/02/2019	I3075021	Rates in Local Government Clerical 180319	567.00
				INV	19/02/2019	I3075022	Rates in Local Government Debt Collection 190319	567.00
3836.1585-01		Wandi Progress Association Inc.	3,000.00	INV	20/02/2019	11thFebruary19	2019 Community Funding Neighbour Day	3,000.00
3836.1614-01		Westbooks	156.15	INV	19/02/2019	302755	Books for Environment Storytime	35.50
				INV	19/02/2019	302757	Books for Library	51.27
				INV	19/02/2019	302756	Junior Items for Library	69.38
3836.1655-01		Bunzl Brands & Operations Pty Ltd	1,082.09	INV	18/02/2019	2594710	Uniforms trousers Depot	1,082.09
3836.1726-01		Kyocera Document Solutions Australi	5,647.08	INV	20/02/2019	2852380021	Copy cost November 18 Depot	136.73
				INV	20/02/2019	2852380026	Copy cost November 18 Zone	194.25
				INV	20/02/2019	2852380031	Copy cost November 18 Family Day Care	111.95
				INV	20/02/2019	2852380036	Copy cost November 18 John Wellard Centre	118.50
				INV	20/02/2019	2852380041	Copy cost November 18 Village	240.43
				INV	20/02/2019	2852380022	Copy cost November 18 Admin CEO Area	303.18
				INV	20/02/2019	2852380027	Copy cost November 18 Zone	102.52
				INV	20/02/2019	2852380032	Copy cost November 18 Depot	74.98
				INV	20/02/2019	2852380037	Copy cost November 18 Admin	952.84
				INV	20/02/2019	2852380023	Copy cost November 18 Incubator	227.83
				INV	20/02/2019	2852380028	Copy cost November 18 Admin	774.89
				INV	20/02/2019	2852380033	Copy cost November 18 Recquatic	469.99
				INV	20/02/2019	2852380038	Copy cost November 18 Library and Resource Centre	102.88
				INV	20/02/2019	2852380024	Copy cost November 18 Library 1	411.50
				INV	20/02/2019	2852380029	Copy cost November 18 Admin	561.07
				INV	20/02/2019	2852380034	Copy cost November 18 Library 2	70.93

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				INV	20/02/2019	2582380039	Copy cost November 18 Zone	183.67
				INV	20/02/2019	2852380025	Copy cost November 18 Darius Wells Upstairs	218.08
				INV	20/02/2019	2852380030	Copy cost November 18 Admin	247.87
				INV	20/02/2019	2852380035	Copy cost November 18 Admin CSO Area	104.38
				INV	20/02/2019	2852380040	Copy cost November 18 William Bertram Centre	38.61
3836.1825-01		Greenacres Turf Group	795.75	INV	18/02/2019	00055313	Grass turf	795.75
3836.2021-01		Subway Kwinana	98.00	INV	18/02/2019	346916	Catering for Kadadjiny Bidi Open Day	98.00
3836.2097-01		Beaver Tree Services Aust Pty Ltd	43,855.62	INV	18/02/2019	68401	Blanket Watering week ending 080219	1,283.21
				INV	18/02/2019	68403	Tree removal	437.24
				INV	18/02/2019	678369	Tree pruning	874.48
				INV	18/02/2019	68337	Tree removal	1,710.80
				INV	18/02/2019	68402	Vegetation clearance and emergency works	26,909.40
				INV	18/02/2019	112821	Tree pruning	530.71
				INV	18/02/2019	68336	Vegetation clearance	3,923.89
				INV	18/02/2019	68374	Emergency call out for tree works	1,345.34
				INV	18/02/2019	68367	Tree pruning	1,614.36
				INV	18/02/2019	68335	Tree removal	1,123.31
				INV	18/02/2019	68400	Tree watering week ending 010219	4,102.88
3836.2121-01		Suez	317,436.94	INV	18/02/2019	30367401	Pick up general waste	1,789.70
				INV	18/02/2019	30321446	Pick up mixed waste	170,383.73
				INV	18/02/2019	164411	Bin pick ups January 19	145,263.51
3836.2125-01		Synergy	115,357.15	INV	19/02/2019	127609840Feb19	689U Darius Top Floor	278.30
				INV	19/02/2019	141057240Feb19	627U The Zone	346.45
				INV	20/02/2019	792417950Feb19	Street lighting	114,732.40
3836.218-01		Bob Jane T-Mart	384.00	INV	18/02/2019	139025	Tyres	339.00
				INV	18/02/2019	139073	Tyre alignment	45.00
3836.2224-01		Prestige Catering & Event Hire	488.00	INV	20/02/2019	00023959	Catering 130219	488.00
3836.2410-01		ABCO Products	3,786.78	INV	18/02/2019	383468	Cleaning items	3,581.59
				INV	18/02/2019	383503	Toiletries	205.19
3836.248-01		Bunnings Building Supplies	466.23	INV	18/02/2019	2163/01540582	Anchor Bolts	18.94
				INV	18/02/2019	2163/01646991	Heavy duty castors	83.60
				INV	20/02/2019	2163/01172363	Mosaic Kit for Bertram Centre	255.03

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				INV	19/02/2019	2163/01647645	Feet sliders for couches at William Bertram Centre	42.16
				INV	19/02/2019	2432/01197201	Castor swivel brake	66.50
3836.2546-01		Sigma Chemicals	353.16	INV	19/02/2019	125875/01	No fume acid and dry chlorine for pool	353.16
3836.2652-01		Modern Teaching Aids Pty Ltd	55.61	INV	19/02/2019	43576488	Spare board game parts	55.61
3836.2698-01		Wilson Security Pty Ltd	840.28	INV	20/02/2019	W00233866	Mobile security January 19 Callistemon Court	840.28
3836.2852-01		Downer EDI Works Pty Ltd	104,968.20	INV	20/02/2019	6006398	426.77 tonne asphalt	41,711.73
				INV	20/02/2019	6006397	144.15 tonne asphalt	30,509.49
				INV	21/02/2019	6006396	153.95 tonne asphalt	32,583.67
				INV	19/02/2019	6006365	Asphalt 10mm Gran AC50B	97.89
				INV	19/02/2019	6006366	Asphalt 10mm Gran AC50B	65.42
3836.2903-01		Connect CCS	2,369.51	INV	20/02/2019	00095369	Overcalls fee for January 19	2,369.51
3836.2937-01		Bolinda Publishing Pty Ltd	755.02	INV	20/02/2019	144327	Audio Book titles Library	79.16
				INV	19/02/2019	142696	Purchase of CD Audiobooks	251.37
				INV	19/02/2019	142276	Purchase of MP3 CD Audiobooks	345.33
				INV	19/02/2019	143323	MP3 CD Audiobook	79.16
3836.302-01		Chadson Engineering	227.15	INV	19/02/2019	A0081275	Chlorine and testing equipment for pool	227.15
3836.3032-01		Celebration Nominees Pty Ltd T/A	204.00	INV	18/02/2019	13thFebruary2019	Refund material usage fee VP2018/265	204.00
3836.3212-01		Marketforce Pty Ltd	407.09	INV	19/02/2019	25913	Advertisement 110119	407.09
3836.3357-01		BGC Residential Pty Ltd	108.00	INV	18/02/2019	13thFebruray19	Refund material usage fee VP2018/76	108.00
3836.339-01		Civica Pty Ltd	8,452.13	INV	19/02/2019	M/LG010779	License Support & Maintenance March 2019	8,452.13
3836.357-01		BullAnt Security Pty	201.05	INV	19/02/2019	10,182,992	Rekeyed service door Bertram Oval Club Facility	201.05
3836.358-01		Coastline Mowers	575.00	INV	18/02/2019	19389#5	Parts	575.00
3836.3596-01		KLMedia Pty Ltd	449.34	INV	20/02/2019	1136041	Library stocks	449.34
3836.3632-01		Eclipse Soils Pty Ltd	2,887.50	INV	20/02/2019	KWIN01R043497	Tipping general waste	2,887.50
3836.3700-01		Studiosity Pty Ltd	5,665.00	INV	19/02/2019	300119	Online learning support program	5,665.00
3836.3914-01		Bladon WA Pty Ltd	1,639.00	INV	19/02/2019	BWAI39854	Flat packed growth chart 1000 x 320mm	1,639.00
3836.4007-01		Digitales	2,938.10	INV	19/02/2019	SINV-13720	Mango languages annual online subscription	2,938.10
3836.407-01		Winc Australia Pty Ltd	1,384.19	INV	19/02/2019	9026604889	Stationery	1,384.19

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3836.4112-01		Cleverpatch Pty Ltd	352.91	INV	19/02/2019	320138	Items for April School Holidays	352.91
3836.413-01		Covs Parts Pty Ltd	872.58	INV	18/02/2019	1650101944	Safety glasses	316.80
				INV	18/02/2019	1650102104	Synthetic oil	109.23
				INV	18/02/2019	1650101300	Fire extinguishers	271.80
				INV	18/02/2019	1650101432	Wall mounted fan	174.75
3836.4179-01		Australian Office Leading Brands	364.10	INV	19/02/2019	96122608	DL Window face envelopes	364.10
3836.4190-01		AC Cooling Services	121.00	INV	18/02/2019	3135	Replace remote control Callistemon Court U32	121.00
3836.4245-01		ED Property Services	1,650.00	INV	20/02/2019	00001209	Install fence Callistemon Court U31	1,650.00
3836.4246-01		Atom Supply	121.00	INV	18/02/2019	P529820	Uniforms	121.00
3836.4262-01		Kirsten Elissa Peters	53.08	INV	19/02/2019	12thFebruary19	Refund of Vacation Care fees	53.08
3836.4364-01		Trenchbusters Pty Ltd	4,345.00	INV	19/02/2019	00151715	Clearing of Daintree Park drainage	4,345.00
3836.4465-01		Medina Residents Group	2,600.00	INV	20/02/2019	19thFebruary19	Greening fund Community Group rehabilitation event	2,600.00
3836.4719-01		Complete Office Supplies Pty Ltd	123.15	INV	18/02/2019	08110605	Stationery Depot	123.15
3836.4800-01		Web In A Box	270.00	INV	19/02/2019	47012	Web hosting February 2019	270.00
3836.480-01		Department of Transport	78.20	INV	19/02/2019	4110185	Vehicle search fees for the month of January 2019	78.20
3836.4808-01		Simply Headsets	932.00	INV	19/02/2019	INV-17682	Plantronics and Jabra Pro wireless headsets	932.00
3836.4861-01		Big W	249.25	INV	20/02/2019	176700	Storage containers Darius Wells	56.00
				INV	19/02/2019	176913	Water play toys for infant classes	193.25
3836.5071-01		JB HiFi Commercial Division	1,059.44	INV	21/02/2019	001-6826541-99-1	iphone cases	43.49
				INV	21/02/2019	01-6861457-105-1	1x iPhone 8 64GB Space Grey	956.67
				INV	20/02/2019	001-6871100-28-1	Jabra Bluetooth Headset	59.28
3836.5147-01		Perth Audiovisual	1,118.70	INV	20/02/2019	00206623	Replace NEC NP24LP projector lamp	1,118.70
3836.5520-01		Master Lock Service	1,129.00	INV	19/02/2019	00005725	Rekey perimeter gates and clubhouse locks	640.00
				INV	19/02/2019	00005708	Replace window winders and locks to unit windows	274.00
				INV	19/02/2019	00005727	Replace broken window lock and refit security lock	80.00
				INV	18/02/2019	00005709	Re-master key Banksia Park U52	135.00
3836.5581-01		Totally Workwear Rockingham	934.94	INV	20/02/2019	RK5572.D1	Uniforms for City Assist	934.94

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3836.56-01		Aim	550.00	INV	20/02/2019	M1009-19	Corporate Bronze Membership April 2019 to March 2020	550.00
3836.5754-01		Talis Consultants Pty Ltd	2,145.00	INV	20/02/2019	18169	Consultancy services for period 310119	990.00
				INV	20/02/2019	18171	Consultancy services Pavement Site Inspection	1,155.00
3836.583-01		Flexi Staff Pty Ltd	1,558.44	INV	20/02/2019	205551	Temp staff week ending 100219	1,558.44
3836.5932-01		Garage Sale Trail Foundation Ltd	6,114.90	INV	20/02/2019	00000785	Garage Sale Trail participation fees 2019	6,114.90
3836.5958-01		West Coast Profilers	37,856.20	INV	20/02/2019	20238	Hire of profiler and demobiliser	9,285.63
				INV	20/02/2019	20248	Hire of profiler and demobiliser	9,604.10
				INV	20/02/2019	20252	Hire of profiler and demobiliser	9,543.12
				INV	20/02/2019	20254	Hire of profiler and demobiliser	7,575.35
				INV	20/02/2019	20241	Hire of profiler, bobcat and tipper	1,848.00
3836.5996-01		CMS Engineering Pty Ltd	31,000.97	INV	19/02/2019	30624	Reset isolator switches to air conditioning units	265.10
				INV	19/02/2019	30623	Replace FCU fan motors at Darius Wells Library	25,011.80
				INV	19/02/2019	31136	Air conditioning monthly maintenance January 19	3,093.22
				INV	19/02/2019	31138	Air conditioning monthly maintenance January 19	1,060.64
				INV	19/02/2019	31137	Air conditioning monthly maintenance January 19	1,570.21
3836.6016-01		Lindsey Karen Barker	40.62	INV	19/02/2019	12thFebruary19	Refund Vacation Care fees	40.62
3836.6018-01		ALSCO Pty Ltd	132.08	INV	19/02/2019	CPER1913798	Linen hire	66.04
				INV	18/02/2019	CPER1912447	Linen hire	66.04
3836.6267-01		Woolworths Group Limited	740.07	INV	18/02/2019	3532965	Supplies for Mooditj Kulungars playgroup	128.79
				INV	18/02/2019	3532972	Milk for the Zone	4.00
				INV	18/02/2019	3532970	Items for Term 1 program	24.23
				INV	18/02/2019	3532969	Food for Kadadjiny Bidi Open Day	47.69
				INV	20/02/2019	32717083	Items for Movie Night	127.00
				INV	18/02/2019	3532973	Depot morning tea supplies	47.80
				INV	19/02/2019	3532977	Launch working group 140219	39.97
				INV	20/02/2019	33445280	Items for Admin	142.53
				INV	20/02/2019	3532984	Items for Mooditj Kulungars playgroup	140.94
				INV	20/02/2019	3532987	Term 1 2019 Programs Master Chef	37.12

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3836.6289-01		Clockwork Print	1,562.00	INV	20/02/2019	INV-0056330	Marketplace hoarding boards	1,034.00
				INV	20/02/2019	INV-0056332	Roadside banners for Children's Festival	528.00
3836.6370-01		Elexacom	2,577.31	INV	19/02/2019	25368	Various electrical services Banksia Park	331.95
				INV	19/02/2019	25369	Repair BBQ at Harry McGuigan Park 230119	116.78
				INV	19/02/2019	25374	Repaired lighting to the Ken Jackman Hall	260.41
				INV	19/02/2019	25395	Supply voltage on the blue phase to AC	1,027.69
				INV	19/02/2019	25400	Repaired large chiller fridge/freezer Medina Hall	268.97
				INV	18/02/2019	25366	Repair extractor fan Depot	70.91
				INV	18/02/2019	25403	Various electrical repairs Callistemon Court	500.60
3836.6583-01		ALS Library Services Pty Ltd	62.22	INV	19/02/2019	00060327	Library book stock	29.99
				INV	19/02/2019	00060326	Library book stock	32.23
3836.664-01		StrataGreen	1,125.16	INV	20/02/2019	101898	Soil wetter	1,125.16
3836.665-01		Gregs Glass	740.00	INV	19/02/2019	6232-19	Supply and install perspex panels at Recquatic	740.00
3836.6745-01		Shelford Constructions Pty Ltd	3,906.00	RFD	19/02/2019	43937	Refund Footpath & Kerbing Bond	700.00
				RFD	19/02/2019	65184	Refund Footpath & Kerbing Bond	350.00
				RFD	19/02/2019	563191	Refund Footpath & Kerbing Bond	1,400.00
				RFD	19/02/2019	583306	Refund Footpath & Kerbing Bond	1,456.00
3836.682-01		Harmony Software	920.70	INV	18/02/2019	I3-181	Educator Subscription January 2019	914.10
				INV	18/02/2019	I3-192	In Home Care Subscription January 2019	6.60
3836.7-01		AAA Windscreens & Tinting	285.00	INV	18/02/2019	INV-42827	Supply and fit windscreen to 1EWZ823	285.00
3836.714-01		HP Financial Services Pty Ltd	54,749.48	INV	19/02/2019	100001070754	IT printers lease fleet March 2019	2,216.50
				INV	19/02/2019	100001055947	IT printers lease fleet January 2019	2,216.50
				INV	19/02/2019	100001072537	Fee for Invoice 100001055947	36.58
				INV	20/02/2019	100001072523	Payment fee for Invoice 100001055251	262.90
				INV	20/02/2019	100001062891	IT printers lease fleet February 19	2,216.50
				INV	20/02/2019	100001070058	Monthly IT leased hardware March 19	15,933.50
				INV	20/02/2019	100001055251	Monthly IT leased hardware January 19	15,933.50
				INV	20/02/2019	100001062223	Monthly IT leased hardware February 19	15,933.50
3836.7388-01		Morris Jacobs	155.00	INV	20/02/2019	2-19/02/19	Facilitate Tuesday Art Week 2	155.00
3836.7780-01		Moore Stephens (WA) Pty Ltd	3,938.00	INV	19/02/2019	283	FBT and budget workshops 2019	2,453.00
				INV	20/02/2019	310617	Audit certification	1,485.00

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3836.7783-01		Leederville Cameras	209.80	INV	19/02/2019	420996	Camera equipment Marketing	209.80
3836.795-01		K Mart	84.50	INV	19/02/2019	177841	Assorted craft items for holiday program	62.50
				INV	20/02/2019	179219	Homework Club supplies	22.00
3836.828-01		Koorliny Arts Centre	111,983.29	INV	20/02/2019	00003842	Operating Subsidy for Quarter 3	111,983.29
3836.8425-01		Webson Services	3,207.60	INV	19/02/2019	2452	Exterior painting of netball clubrooms	3,207.60
3836.8474-01		Volunteer Task Force	77.00	INV	19/02/2019	SI002564	Large mowing services 030119	77.00
3836.851-01		Kwinana Signs & Engraving	110.00	INV	18/02/2019	00013732	Angle parking signs	110.00
3836.8539-01		TCS Instruments	1,188.00	INV	18/02/2019	1000643	Road tube 100m	594.00
				INV	18/02/2019	1000644	Road tube 100m	594.00
3836.8582-01		Bushfire Prone Planning	572.00	INV	19/02/2019	BPP-18716	Bush Fire Management advice	572.00
3836.8595-01		Purearth	7,868.22	INV	18/02/2019	00000996	Road sweeping January 19	7,868.22
3836.8649-01		Ezy2c GPS Tracking	2,364.12	INV	18/02/2019	63839	Website subscription renewal	2,364.12
3836.867-01		Lamp Replacements	275.00	INV	18/02/2019	IN1019025	Globes	275.00
3836.8899-01		Majestic Plumbing	1,252.22	INV	19/02/2019	211753	Purge and relight gas hot water system to unit	97.75
				INV	19/02/2019	211750	Repairs to gas BBQ at clubhouse	291.74
				INV	19/02/2019	211754	Replaced inlet valve of cistern in unit	239.49
				INV	20/02/2019	211758	Various plumbing service Banksia Park	623.24
3836.8998-01		McLeods	4,100.25	INV	19/02/2019	106874	Legal fee Matter No 106874	1,847.45
				INV	19/02/2019	106844	Legal fee Matter No 43446	1,435.50
				INV	19/02/2019	106741	Legal fee Matter No 37933	817.30
3836.903-01		Lo-Go Appointments	5,526.05	INV	19/02/2019	00419099	Temp staff week ending 090219	2,492.95
				INV	19/02/2019	00419058	Temp staff week ending 020219	1,994.37
				INV	20/02/2019	00419098	Temp staff week ending 090219	1,038.73
3836.9081-01		Kwinana Smash Repairs	1,000.00	INV	19/02/2019	14,988	Insurance excess for smash repairs 1GOM950	500.00
				INV	19/02/2019	14,984	Insurance excess for smash repairs 1GQE692	500.00
3836.9325-01		Manfred Surveys	1,078.00	INV	20/02/2019	01296	Feature survey	1,078.00
3836.94-01		Antiskid Industries Pty Ltd	27,244.80	INV	20/02/2019	00009586	Install omnigrip to high friction surfacing	27,244.80
3836.9432-01		Forms Express Pty Ltd	1,182.04	INV	20/02/2019	220609	Rates Notice 4th instalment	1,182.04

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3836.9572-01		Aaron Thomas	650.00	INV	20/02/2019	109	Open Mic Evening event	650.00
3836.9635-01		Kingsley Primary School	100.00	RFD	21/02/2019	1395496	Refund bond Patio hire 171018	100.00
3836.9732-01		Builders Training of WA	810.47	INV	19/02/2019	00006306	Advanced Diploma of Building Surveying	810.47
3836.978-01		Microcom Pty Ltd trading as MetroCo	1,105.50	INV	18/02/2019	INV027070	Parts and items for traffic data	1,105.50
3836.9782-01		LyPa Pty Ltd	1,650.00	INV	18/02/2019	00000343	Repairs to playground	1,650.00
3836.9812-01		Coastal Firebreaks and Slashing	2,376.00	INV	20/02/2019	INV1181	Removal of fire hazards	2,376.00
3836.9833-01		Supreme Shades Pty Ltd	36,720.20	INV	19/02/2019	00009665	Adventure Playground shade sails	36,720.20
3836.9880-01		Maria Farooq	300.00	INV	19/02/2019	13thFebruary19	2018 Educational Scholarship	300.00
3836.9941-01		Malaga Print & Copy	209.00	INV	19/02/2019	26004	Family enrolment contract forms	209.00
3837	27/02/2019	EFT TRANSFER: - 01/03/2019	221,926.97					
3837.151-01		Australian Services Union	497.25	INV	10/02/2019	PY01-17-Aust Ser	Payroll Deduction	207.20
				INV	10/02/2019	PY01-17-Aust Ser	Payroll Deduction	47.80
				INV	24/02/2019	PY01-18-Aust Ser	Payroll Deduction	207.20
				INV	24/02/2019	PY01-18-Aust Ser	Payroll Deduction	35.05
3837.153-01		Australian Taxation Office	202,284.00	INV	24/02/2019	PY01-18-Australi	Payroll Deduction PAYG Tax Withheld	202,284.00
3837.2853-01		Maxxia Pty Ltd	3,903.58	INV	24/02/2019	PY01-18-Maxxia P	Payroll Deduction	1,976.45
				INV	24/02/2019	PY01-18-Maxxia P	Payroll Deduction	1,927.13
3837.3376-01		Health Insurance Fund of WA (HIF)	1,151.30	INV	24/02/2019	PY01-18-Health I	Payroll Deduction	1,151.30
3837.3719-01		City of Kwinana - Xmas fund	8,413.74	INV	24/02/2019	PY01-18-TOK Chri	Payroll Deduction	8,413.74
3837.487-01		Child Support Agency	2,775.92	INV	24/02/2019	PY01-18-Child Su	Payroll Deduction	1,387.96
				INV	10/02/2019	PY01-17-Child Su	Payroll Deduction	1,387.96
3837.530-01		Easifleet	2,021.73	INV	28/02/2019	121283	Novated lease for February 2019	2,021.73
3837.892-01		LGRCEU	879.45	INV	24/02/2019	PY01-18-LGREC U	Payroll Deduction	428.45
				INV	10/02/2019	PY01-17-LGREC U	Payroll Deduction	451.00
3839	28/02/2019	EFT TRANSFER: - 01/03/2019	309,224.18					
3839.10078-01		Web Track	253.00	INV	26/02/2019	INV-2932	Install GPS unit	253.00
3839.10373-01		Green Willows Industrial Cleaning a	350.00	INV	27/02/2019	38	Clubhouse and office cleaning	200.00
				INV	27/02/2019	37	Cleaning Unit 71 Banksia Park	150.00
3839.10584-01		MGI Constructions Pty Ltd	6,534.51	INV	27/02/2019	00000194	Install concrete footings Koorliny Arts Centre	6,534.51

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3839.10648-01		The Book Cover Company	8.35	INV	27/02/2019	23320809	Slip on covers	8.35
3839.10670-01		Wheelie Clean	625.35	INV	26/02/2019	4951	Administration building bin cleaning	232.65
				INV	26/02/2019	4950	Darius Wells bin/fountain cleaning	392.70
3839.1092-01		Peerless Jal Pty Ltd	24.09	INV	26/02/2019	SI255631	The Zone floor pads	24.09
3839.10956-01		Evolve Event Management	600.00	INV	27/02/2019	113421	Services at Community Concert 2019	600.00
3839.10993-01		Ursula Klein	140.49	INV	25/02/2019	12.5	Rates refund	140.49
3839.10995-01		Gregory James Burgess	61.65	INV	26/02/2019	20thDec2018	Refund Building permit BP2004/12365-02	61.65
3839.10996-01		Felicity Holt	100.00	RFD	26/02/2019	1326316	Refund bond Patio hire 240818	100.00
3839.10997-01		Victoria Pomfrett	100.00	RFD	26/02/2019	1354162	Refund bond Patio hire 091018	100.00
3839.10998-01		Kate Weekes	100.00	RFD	26/02/2019	1362437	Refund bond Patio hire 221018	100.00
3839.10999-01		Mary Anne Tennent	100.00	RFD	26/02/2019	1364029	Refund bond Patio hire 241018	100.00
3839.11000-01		Swati Gupta	100.00	RFD	26/02/2019	1405289	Refund bond Patio hire 230219	100.00
3839.11001-01		Emma Smith	100.00	RFD	26/02/2019	1414740	Refund bond Patio hire 240219	100.00
3839.11002-01		Myrna Gutterson	1,000.00	RFD	26/02/2019	1428620	Refund bond hall hire 110219	1,000.00
3839.11003-01		Melanie Carley	114.00	INV	27/02/2019	19thFebruary2019	Refund swim lessons	114.00
3839.11004-01		Betty Plug	52.70	INV	27/02/2019	22ndFebruary19	Refund swim lessons	52.70
3839.11005-01		Paige Frances Foster	100.10	INV	27/02/2019	19rhFebruary2019	Refund swim lessons	100.10
3839.11006-01		Tyrone Trevor Johnson	50.00	INV	27/02/2019	1095043	Refund 360L Recycle bin upgrade fee	50.00
3839.1130-01		Port Printing Works	722.70	INV	27/02/2019	INV032912	Business cards	392.70
				INV	27/02/2019	INV032914	Business cards	140.80
				INV	27/02/2019	INV032820	Flyers and posters for Children's festival	34.10
				INV	27/02/2019	INV032823	Flyers and posters for Children's festival	51.70
				INV	27/02/2019	INV032822	Posters for Children's Festival	41.80
				INV	27/02/2019	INV032819	Posters for Children's Festival	61.60
3839.1142-01		Sonic Health Plus	386.10	INV	27/02/2019	1716910	Pre Employment medicals150219	386.10
3839.1157-01		Quality Traffic Management Pty Ltd	5,114.13	INV	26/02/2019	26811	Traffic management to install marker posts 131218	573.97
				INV	26/02/2019	26813	Traffic management 131218	856.75
				INV	26/02/2019	26812	Traffic management 111218	499.77
				INV	26/02/2019	27176	Traffic management 120219	1,236.40

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				INV	27/02/2019	27292	Traffic management 250219	489.92
				INV	27/02/2019	27291	Traffic management	1,457.32
3839.1178-01		Holcim (Australia) Pty Ltd	888.36	INV	26/02/2019	9406203620	.40m3 concrete	256.08
				INV	26/02/2019	9406201243	.60m3 concrete	296.12
				INV	26/02/2019	9406198709	Concrete 0.8m3	336.16
3839.1186-01		Red Dot	41.90	INV	27/02/2019	02000093	Items for School holiday Program	41.90
3839.1197-01		Repco Auto Parts	58.30	INV	26/02/2019	4330119463	Set of brake pads	58.30
3839.1265-01		Sai Global Ltd	116.78	INV	26/02/2019	SAIG1IS-892520	Compliance management system ISO	116.78
3839.1393-01		Sunny Sign Company Pty Ltd	148.50	INV	26/02/2019	403475	2 street signs	148.50
3839.1423-01		Telstra	46.85	INV	27/02/2019	0335568200Feb19	Usage to 090219 Banksia Park	46.85
3839.1474-01		Toll Transport Pty Ltd	119.37	INV	27/02/2019	1039403	Transport service 19 & 20 February 19	119.37
3839.1520-01		Truck & Car Panel & Paint	500.00	INV	26/02/2019	00004231	Excess only KWN1899	500.00
3839.1524-01		Turfmaster Facility Management	1,978.46	INV	26/02/2019	616212	Broadleaf weed control 170119	1,978.46
3839.1530-01		Wormald Australia Pty Ltd	308.00	INV	25/02/2019	7905814	Casuarina Fire Station extinguisher replacement	308.00
3839.1585-01		Wandi Progress Association Inc.	300.00	INV	27/02/2019	27thFebruary2019	Community Funding Neighbour Day 2019	300.00
3839.1592-01		Water Corporation of Western Austra	6,457.09	INV	27/02/2019	90000354133Feb1	36U New Thomas Oval Pavilion	1,473.00
				INV	27/02/2019	9000357641Feb19	22U Orelia Oval	919.03
				INV	27/02/2019	9000358839Feb19	17U Medina Hall	560.61
				INV	27/02/2019	9000358337Feb19	4U Boy Scouts Hall	9.83
				INV	27/02/2019	9000364614Feb19	1U Sandringham Park water fountain	2.46
				INV	27/02/2019	9000358855Feb19	49U Kwinana Senior Citizens	466.16
				INV	27/02/2019	9000358310Feb19	122U Medina Oval	1,034.93
				INV	21/02/2019	9000343688Feb19	3U Little Rascals	266.45
				INV	21/02/2019	9000354002Feb19	66U BMX Track Amenities	248.70
				INV	21/02/2019	9000343469Feb19	0U Old St Johns Ambulance	86.45
				INV	21/02/2019	9000348470Feb19	390U Depot	1,389.47
3839.1595-01		Wattleup Tractors	1,008.85	INV	26/02/2019	1251533	Various filters	1,008.85
3839.1614-01		Westbooks	187.97	INV	26/02/2019	302944	Junior items for Library	7.33
				INV	26/02/2019	302933	Books for Environment Storytime	29.53
				INV	26/02/2019	302936	Books for Children's Festival giveaway	47.56
				INV	26/02/2019	302934	Junior items for Library	9.58

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				INV	26/02/2019	302935	Junior items for Library	93.97
3839.1649-01		Dennis Cleve Wood	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.1655-01		Bunzl Brands & Operations Pty Ltd	889.01	INV	26/02/2019	2594721	Trousers	355.60
				INV	26/02/2019	2594710AA	Trousers	533.41
3839.1689-01		Sandra Elizabeth Lee	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.1812-01		1st Kwinana Scout Group	300.00	INV	27/02/2019	25thFebruary19	Donation towards the Children's Festival 2019	300.00
3839.188-01		Beaurepaires Tyres Kwinana	41.03	INV	26/02/2019	U548351929	Truck tyre valve	41.03
3839.2097-01		Beaver Tree Services Aust Pty Ltd	36,677.71	INV	26/02/2019	68475	General vegetation clearance	1,569.56
				INV	26/02/2019	68420	Tree removal	437.23
				INV	26/02/2019	68435	Tree pruning	679.27
				INV	26/02/2019	68473	Tree removal	568.40
				INV	26/02/2019	68437	General vegetation clearance	16,500.59
				INV	26/02/2019	68474	Tree removal	1,091.14
				INV	26/02/2019	68464	Tree watering w/e 150219	4,102.88
				INV	26/02/2019	68434	Tree pruning	437.24
				INV	26/02/2019	68419	General vegetation clearance	1,961.95
				INV	26/02/2019	68421	Stump grinding various locations	2,404.60
				INV	26/02/2019	68470	Tree pruning	6,924.85
3839.2125-01		Synergy	22,463.75	INV	27/02/2019	819683070Feb19	1U Car Park Lighting Medina Hall	111.75
				INV	27/02/2019	461218120Feb19	2873U Nye Way retic	554.85
				INV	27/02/2019	272150100Feb19	1815U Prince Regent Gate Reserve	419.85
				INV	27/02/2019	169026580Feb19	3257U Johnson Rd/Gemstone Pde Bore	982.65
				INV	27/02/2019	187992920Feb19	1415U Bertram Road Bore	489.25
				INV	27/02/2019	450583710Feb19	3285U Bertram Oval	584.60
				INV	27/02/2019	282690350Feb19	6052U Casuarina Wellard Fire Stn/Bore/Hall	1,729.45
				INV	27/02/2019	312758410Feb19	873U Emerald Park	346.25
				INV	27/02/2019	382919470Feb19	453U Medina Centre Reserve	230.70
				INV	27/02/2019	516172020Feb19	2827U Pump 1 near Thomas	541.55
				INV	27/02/2019	765774910Feb19	1910U FDC	623.05
				INV	27/02/2019	526240500Feb19	1871U Thomas Road Pump 2	423.75
				INV	27/02/2019	543072120fEB19	2746U Pump 2 near Thomas	512.75

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				INV	27/02/2019	8615031050Feb19	5041U Medina Oval	812.10
				INV	27/02/2019	254890650Feb19	39U Malden Park BBQs	134.00
				INV	27/02/2019	254890320Feb19	7U Rushbrooke Park BBQs	120.25
				INV	27/02/2019	2024603455Feb19	307U Hennessy Park	200.30
				INV	27/02/2019	832505320Feb19	1755U Ascot Park	581.70
				INV	27/02/2019	256732610Feb19	945U Hoyle Rd Park	363.75
				INV	21/02/2019	661366430Feb19	2070U Leda Community Hall and Bore	582.80
				INV	21/02/2019	705629830Feb19	630U Bournan Heights Reserve	277.95
				INV	21/02/2019	201352990Feb19	477U Newstead Park Smart Meter	283.65
				INV	21/02/2019	558638440Feb19	171U Challenger/Bertram Entry Statement	164.00
				INV	21/02/2019	544003140Feb19	1420U Wellard Road Verge	387.40
				INV	21/02/2019	473346610Feb19	2123U Wellard Park Smart Meter	464.05
				INV	21/02/2019	151880770Feb19	372U Car Park Lighting	289.45
				INV	21/02/2019	126641430Feb19	1216U Lights Tavern Carpark	422.25
				INV	21/02/2019	824098750Feb19	1531U Thomas Road Entry	151.95
				INV	21/02/2019	704953470Feb19	760U Barney Court	319.55
				INV	21/02/2019	114826050Feb19	1571U Ind s/scapes Kwinana Beach	410.20
				INV	21/02/2019	829280210Feb19	1423U Street Lights	508.65
				INV	21/02/2019	846031050Feb19	1863U Street Lights The Strand	613.95
				INV	21/02/2019	546496270Feb19	2242U Skottowe Park	716.85
				INV	21/02/2019	151027420Feb19	248U Brandon Mews Reserve	182.85
				INV	21/02/2019	228715140Feb19	894U s/scapes Wellard Village/Pimlico Gardens	323.30
				INV	21/02/2019	200144210Feb19	413U Sloan Caretakers Cottage	187.05
				INV	21/02/2019	618835230Feb19	0U Sloan Caretakers Cottage old bore	118.35
				INV	21/02/2019	166216150Feb19	1013U Sloan Reserve bore pump 3	388.75
				INV	21/02/2019	690941950Feb19	725U Gabor Park	311.90
				INV	21/02/2019	821437900Feb19	853U POS lighting near Wellard Village	346.05
				INV	21/02/2019	504616220Feb19	1169U Rogan Park	351.95
				INV	21/02/2019	786264020Feb19	2106U Bore Sutherland/Chisham	452.90
				INV	21/02/2019	809178030Feb19	334U Warner Rd sump	205.80
				INV	21/02/2019	488212430Feb19	2142U Chisham Oval	457.90
				INV	21/02/2019	144348440Feb19	395U Bore Sutherland Pde	222.10
				INV	21/02/2019	521814530Feb19	8979U Wellard Pavilion	1,474.15
				INV	21/02/2019	963532150Feb19	3372U Town Centre Park	1,018.50
				INV	21/02/2019	958312220Feb19	2573U Djilba View	505.75

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				INV	21/02/2019	882174540Feb19	1047U POS lighting	397.85
				INV	21/02/2019	479742820Feb19	175U Bore on Parmelia verge	163.35
3839.218-01		Bob Jane T-Mart	1,154.00	INV	26/02/2019	137903	KWN2061 Puncture repair	25.00
				INV	26/02/2019	139180	Tyres and alignment	837.00
				INV	26/02/2019	139179	Tyre x 1	93.00
				INV	26/02/2019	139259	Tyres balance and alignment	80.00
				INV	26/02/2019	139178	Tyres	119.00
3839.2224-01		Prestige Catering & Event Hire	352.60	INV	26/02/2019	00023968	Catering 110219	20.90
				INV	26/02/2019	00023923	Catering 110219	331.70
3839.2339-01		ZircoData Pty Ltd	866.81	INV	27/02/2019	ZDW0055105	Offsite storage & retrieval January 19	866.81
3839.2410-01		ABCO Products	701.78	INV	27/02/2019	385825	Bin liners and toiletries	701.78
3839.2460-01		Allcom Communications	773.85	INV	26/02/2019	28410	Install Motorola DM3601 into Massey 5610	773.85
3839.248-01		Bunnings Building Supplies	779.46	INV	26/02/2019	2163/01179251	Recquatic hardware items	361.03
				INV	26/02/2019	2163/01179249	Recquatic hardware items	47.64
				INV	22/02/2019	2163/01038415	Paint and masking tape	52.06
				INV	26/02/2019	2163/01649783	William Bertram carpet tile adhesive	43.21
				INV	26/02/2019	2163/01649340	Recquatic tranquil retreat paint Challenger	151.45
				INV	26/02/2019	2163/01649357	Beach public toilets hardware supplies	124.07
3839.2507-01		Ixom Operations Pty Ltd	988.88	INV	26/02/2019	6074896	Supply of chlorine gas for Recquatic	988.88
3839.2646-01		Neverfail Springwater	137.59	INV	27/02/2019	722345	Bottled water	137.59
3839.2852-01		Downer EDI Works Pty Ltd	25,763.03	INV	27/02/2019	6006524	83 tonne concrete	25,763.03
3839.2937-01		Bolinda Publishing Pty Ltd	392.04	INV	26/02/2019	145233	7 Large print titles for Library	392.04
3839.2981-01		Peter Edward Feasey	4,756.67	INV	20/02/2019	DEPMAYFEE18/19	Deputy Mayoral Allowance	1,851.33
				INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.30-01		Carol Elizabeth Adams	11,617.50	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MAYALLOW18/19	Mayoral allowance	7,405.33
				INV	20/02/2019	MEETING18/19	Meeting fees	3,920.50
3839.303-01		Challenge Chemicals Australia	93.94	INV	26/02/2019	31796	1 x 25Lt Metclean 40	93.94
3839.304-01		Challenger Ford	74.95	INV	26/02/2019	CRCSC4904041	Supply rubber seal and labour	74.95

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3839.3155-01		PFD Food Services Pty Ltd	399.75	INV	26/02/2019	KO279102	Order for drinks for Cafe Splash	399.75
3839.3312-01		Daniels Printing Craftsmen	5,934.50	INV	27/02/2019	58424	Spirit March 2019 Newsletter	5,934.50
3839.3423-01		Andrea Harold	323.00	INV	26/02/2019	21stFebruary19	Reimbursement of Team Building/Milestone event	323.00
3839.3452-01		Western Maze Pty Ltd	14,363.26	INV	26/02/2019	00016423	Greenwaste collection Area 1	14,363.26
3839.358-01		Coastline Mowers	1,552.20	INV	26/02/2019	19465#12	Mower parts	405.60
				INV	26/02/2019	19450	Repair to road saw	174.20
				INV	26/02/2019	18434#5	Brushcutter cord	317.60
				INV	26/02/2019	19408#10	Mower parts	384.60
				INV	26/02/2019	19441#10	Honda switch double wires	16.60
				INV	26/02/2019	190404	Pump Repair	178.00
				INV	26/02/2019	19422#5	Stihl Super Clean hedger cleaning agent	75.60
3839.3608-01		Foreshore Rehabilitation & Fencing	3,408.90	INV	26/02/2019	INV-4340	KAP Eastern gate enclosure replace aluminium panels	3,408.90
3839.3739-01		Casuarina Wellard Progress Associat	2,800.00	INV	27/02/2019	11/02/2019	Community Funding Neighbour Day 2019	2,800.00
3839.3812-01		John Massey Group	61.65	INV	22/02/2019	7thFebruary19	Refund of Occupancy Permit BP2018/189-02	61.65
3839.3914-01		Bladon WA Pty Ltd	370.21	INV	26/02/2019	BWAI39911	Drape style tablecloth	370.21
3839.3977-01		MRP Osborne Park-General Pest/Termi	3,634.25	INV	25/02/2019	79716	Pest Control Thomas Oval Pavilion	235.66
				INV	25/02/2019	79718	Pest Control Senior Citizens Centre	197.00
				INV	25/02/2019	79721	Annual Pest Inspection Magenup Equestrian Centre	217.00
				INV	25/02/2019	79719	Quarterly Pest Inspection Taskers Cottage	108.50
				INV	25/02/2019	79720	Pest Control Darius Library and Resource Centre	349.25
				INV	25/02/2019	79717	Pest Control Parmelia House	209.55
				INV	25/02/2019	79703	Pest Control John Wellard	217.00
				INV	25/02/2019	79702	Pest Control Taskers Cottage	257.50
				INV	25/02/2019	79701	Pest Inspection Little Rascals	377.49
				INV	25/02/2019	79617	Pest Inspection Thomas Oval Pavilion	104.96
				INV	25/02/2019	79685	Pest Control Thomas Kelly Pavilion	257.08
				INV	25/02/2019	79684	Pest Inspection Senior Citizens Centre	155.94
				INV	25/02/2019	79683	Pest Inspection/Control Depot	372.94
				INV	25/02/2019	79682	Pest Control Recquatic	362.25
				INV	25/02/2019	79681	Pest Inspection Girl Guide Building	105.06

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				INV	25/02/2019	79618	Pest Inspection Old St John Building	107.07
3839.407-01		Winc Australia Pty Ltd	241.13	INV	27/02/2019	9026599295	Stationery	15.83
				INV	26/02/2019	9026648039	Stationery supplies for Family Day Care	225.30
3839.4077-01		PK Technology Pty Ltd	495.00	INV	26/02/2019	00013584	Repairs to vehicle	495.00
3839.412-01		Courier Australia	124.76	INV	27/02/2019	0366	Courier charges to 150219	88.10
				INV	27/02/2019	0364	Courier charges to 310119	36.66
3839.413-01		Covs Parts Pty Ltd	300.35	INV	26/02/2019	1650103443	Auto parts	31.37
				INV	26/02/2019	1650102945	Auto parts	146.44
				INV	26/02/2019	1650102968	Auto parts	122.54
3839.4245-01		ED Property Services	8,800.00	INV	27/02/2019	00001214	Gutter repairs Banksia park	2,310.00
				INV	26/02/2019	00001213	APU 31 Built-in wardrobe renewal	3,245.00
				INV	26/02/2019	00001212	APU 26 Built-in wardrobe renewal	3,245.00
3839.434-01		Curtin University	800.00	INV	27/02/2019	26thFebruary19	2018 Lyrik Educational Scholarship Fees Payment	800.00
3839.4382-01		Stonehenge Ceramics	4,192.50	INV	26/02/2019	C0793	APU 71 Re-tile bathroom and laundry floor	3,292.50
				INV	26/02/2019	C1101	Regrout bathroom floor Banksia Park U63	250.00
				INV	26/02/2019	C1068	Regrout and seal bathroom Banksia Park U61	650.00
3839.4412-01		JB Hi-Fi Rockingham	623.00	INV	26/02/2019	302824217-100	Games for Zone	623.00
3839.4477-01		Trophy Express	28.00	INV	26/02/2019	10379	Engraving of plaques for netball MVP trophies	28.00
3839.4655-01		Natsync Environmental	1,720.00	INV	27/02/2019	00002735	Pest control services	1,720.00
3839.4719-01		Complete Office Supplies Pty Ltd	171.60	INV	26/02/2019	08110533	Wireless keyboard Depot	171.60
3839.483-01		Landgate	654.01	INV	26/02/2019	346093-10001098	GRV chargeable Schedule G2019/3	576.91
				INV	22/02/2019	905636	Land enquiry January 19	77.10
3839.4861-01		Big W	83.95	INV	26/02/2019	176505	Backpacks for bin tagging program	83.95
3839.5143-01		Wendy Gaye Cooper	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.5279-01		OCP Sales	1,623.60	INV	22/02/2019	00050691	2 way radios for Zone	1,623.60
3839.5520-01		Master Lock Service	115.00	INV	26/02/2019	00005755	William Bertram Community Centre decommission kit	115.00
3839.5645-01		Name Badge World	465.70	INV	22/02/2019	B82558	Name badges	55.83

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				INV	26/02/2019	B82704	Name Badges for the Recquatic Centre	317.63
				INV	26/02/2019	B82703	Name Badges for the Recquatic Centre	92.24
3839.5768-01		Findmypast Australasia Ltd	2,190.00	INV	22/02/2019	A04FTI000000618	Annual subscription to Find My Past	2,190.00
3839.583-01		Flexi Staff Pty Ltd	4,179.39	INV	26/02/2019	204383	Supply level 2 labourer to pressure clean driveway	1,444.91
				INV	26/02/2019	205751	Depot Building Maintenance relief staff	1,431.53
				INV	26/02/2019	205578	Depot Building Maintenance relief staff	1,302.95
3839.5859-01		HK Calibration Technologies Pty Ltd	226.27	INV	26/02/2019	53837	Calibration of torque wrench	226.27
3839.5897-01		Schneider Electric	5,225.79	INV	26/02/2019	58635998	1 year maintenance agreement for Business Incubator	5,225.79
3839.5982-01		Mahomad Arif Satar	150.00	INV	27/02/2019	26thFebruary2019	Reimbursement for training	150.00
3839.5996-01		CMS Engineering Pty Ltd	4,335.10	INV	26/02/2019	31424	Recquatic reception area AC unit not working	192.50
				INV	26/02/2019	31425	Fiona Harris Pavilion fridge repair	313.50
				INV	26/02/2019	31423	Department of Housing hire of temporary AC	1,742.40
				INV	26/02/2019	31422	Administration Building Gilmore meeting room AC	412.50
				INV	26/02/2019	31344	Margaret Feilman Centre air con maintenance	1,409.10
				INV	22/02/2019	31345	Air conditioner service Senior Citizens	265.10
3839.6018-01		ALSCO Pty Ltd	78.36	INV	26/02/2019	CPER1915080	Linen hire	78.36
3839.6032-01		Isubscribe	45.00	INV	26/02/2019	INV-35772	Building connection 12 month subscription	45.00
3839.6224-01		The Grant Finder	720.00	INV	26/02/2019	00140	Facilitate various classes Darius Wells	720.00
3839.6261-01		Rebecca J Flanagan	600.00	INV	28/02/2019	14thFebruary2019	Rhyme Time and Story time to 280219	600.00
3839.6267-01		Woolworths Group Limited	1,143.39	INV	27/02/2019	3532995	Food for Term 1 Drop In	90.00
				INV	27/02/2019	3371753	Term 1 2019 Programs Master Chef	28.64
				INV	27/02/2019	33749770	Items for Admin	102.12
				INV	27/02/2019	3533000	Items for Science Fair Darius Wells	49.98
				INV	27/02/2019	3351337	Items for animal control	3.07
				INV	26/02/2019	33620150	Items for Admin	210.13
				INV	26/02/2019	3532980	Milk for Recquatic open day	8.00
				INV	26/02/2019	33560832	Cafe stock for Cafe Splash	73.60
				INV	26/02/2019	33225334	Cafe stock for Cafe Splash	106.67
				INV	26/02/2019	3532971	Cafe stock for Cafe Splash	62.85

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				INV	26/02/2019	3532974	Milk for the Zone	28.00
				INV	26/02/2019	3532976	Food for Term 1 Drop In	52.38
				INV	26/02/2019	3532932	Food for School Holiday Program	26.48
				INV	26/02/2019	3532993	Morning tea supplies Depot	119.07
				INV	26/02/2019	33595309	Assorted sundries for the Recquatic Centre	182.40
3839.6370-01		Elexacom	1,735.54	INV	27/02/2019	25473	Electrical repairs Callistemon Court U10	189.07
				INV	25/02/2019	25496	The Zone preventative maintenance repairs	1,546.47
3839.6583-01		ALS Library Services Pty Ltd	166.71	INV	26/02/2019	00060682	Library book stock	140.47
				INV	26/02/2019	00060683	Library book stock	26.24
3839.6700-01		Sprayking WA Pty Ltd	9,080.43	INV	26/02/2019	00001675	Treatment of weeds various locations	9,080.43
3839.6780-01		Street Cut WA	873.40	INV	26/02/2019	IV00002080	Concrete saw cutting Orelia Avenue	873.40
3839.684-01		Hart Sport	1,249.50	INV	26/02/2019	10017033	Equipment for Recquatic	1,249.50
3839.69-01		Alinta Gas	27.30	INV	27/02/2019	449998994Feb19	0U Peace Park BBQ	27.30
3839.6973-01		Invision Investigations & Consultin	6,721.00	INV	22/02/2019	020219T	Professional service	6,721.00
3839.7005-01		Emmanuel Catholic College	375.00	INV	27/02/2019	20thFebruary19	2018 Lyrik Educational Scholarship	375.00
3839.7042-01		Quantum Building Services	822.80	INV	25/02/2019	00002425	Recquatic welding of handrail	822.80
3839.714-01		HP Financial Services Pty Ltd	18,150.00	INV	26/02/2019	100001077544	IT printer lease fleet to April 2019	15,933.50
				INV	26/02/2019	100001078308	IT printer lease fleet to April 2019	2,216.50
3839.72-01		All Lines & Signs	660.00	INV	26/02/2019	I0760219	Line marking admin car park	660.00
3839.7388-01		Morris Jacobs	155.00	INV	27/02/2019	3-26/02/2019	Facilitate Event 260219	155.00
3839.7436-01		Action Glass Pty Ltd	2,156.00	INV	27/02/2019	B20949	Install shower screen door Banksia Park U34 & 61	2,156.00
3839.752-01		Institute of Public Administration	175.00	INV	26/02/2019	38995	CE Courses 200219	175.00
3839.7522-01		GPS Linemarking	220.00	INV	26/02/2019	INV-850	AFL line marking of boundary line Medina Oval	220.00
3839.7557-01		Sheila Mills	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.7620-01		Perth Parkour Inc	720.00	INV	26/02/2019	INV-0065	Edge Skatepark activation January 2019 parkour	720.00
3839.762-01		Blackwood & Sons Ltd	304.31	INV	26/02/2019	KW0632SF	Uniforms	66.08
				INV	26/02/2019	KW9786RX	Uniforms	103.20

Cheque Listing

Payments made between

01/02/2019 to 28/02/2019

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
				INV	26/02/2019	KW4224RS	Uniforms	135.03
3839.7765-01		ArborCarbon Pty Ltd	9,523.25	INV	26/02/2019	INV-101135	Assessment of Trees at Pimlico Gardens	9,523.25
3839.7780-01		Moore Stephens (WA) Pty Ltd	440.00	INV	27/02/2019	307	WALGA Tax Webinar	440.00
3839.7809-01		Frontline Fire and Rescue Equipment	1,296.02	INV	27/02/2019	63267	Replace damaged recovery strap	286.00
				INV	27/02/2019	63266	Hose reel assembly	1,010.02
3839.80-01		Alltype Roof Repairs & Restorations	61.65	INV	26/02/2019	7thFebruary19	Refund Building permit BP2018/196	61.65
3839.805-01		Mervyn Thomas Kearney	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.8125-01		Xpresso Delight Midland	550.00	INV	26/02/2019	INV-0171	Coffee Machine Service 291218 - 010219	550.00
3839.8243-01		Brackson Construction Pty Ltd	1,912.28	INV	22/02/2019	00002029	Mandogalup Fire Station Alterations to gate	1,912.28
3839.8320-01		ASB Marketing Pty Ltd	422.40	INV	22/02/2019	226129	Large wing banner	422.40
3839.8346-01		Skateboarding WA	412.50	INV	26/02/2019	INV-0528	Edge Skatepark activation Dec 18 skate program	412.50
3839.8421-01		Back Beach Co	828.30	INV	26/02/2019	16559	Beach towels for pro shop	828.30
3839.8610-01		John Scarfe	1,200.00	INV	26/02/2019	70	Handcrafted pens for Citizenship ceremonies	600.00
				INV	26/02/2019	69	Handcrafted pens for Citizenship ceremonies	600.00
3839.8643-01		Kwinana in Transition	2,800.00	INV	27/02/2019	11thFebruary19	Community Funding Neighbour Day 2019	2,800.00
3839.8899-01		Majestic Plumbing	5,544.22	INV	27/02/2019	232050	Install shower roses Recquatic	2,347.88
				INV	27/02/2019	232068	Service kitchen sink Banksia Park U67	269.19
				INV	26/02/2019	232012	BP 11 plumbing repairs	136.25
				INV	26/02/2019	232013	APU 47 plumbing repairs	222.99
				INV	26/02/2019	211764	Darius Wells zip tap repairs/inspection	184.49
				INV	26/02/2019	211762	John Wellard jetting of sewer drains	770.00
				INV	26/02/2019	211761	Darius Wells replace zip filter	332.99
				INV	26/02/2019	211757	Recquatic urinal repairs	184.49
				INV	26/02/2019	211756	Depot dog pound inspect pressure cleaner	184.49
				INV	26/02/2019	211751	Depot male toilets blocked	184.49
				INV	26/02/2019	211749	Kwinana Bowling Club investigate septic tank	184.49
				INV	26/02/2019	232024	Recquatic downstairs female toilet blocked	184.49
				INV	26/02/2019	232014	Margaret Feilman Centre gas meter box repairs	357.98
3839.903-01		Lo-Go Appointments	1,839.20	INV	26/02/2019	00419138	Temp staff week ending 160219	919.60

Cheque Listing

Payments made between

01/02/2019 to 28/02/2019

Chq/Ref	Pmt Date	Payee	Amount	Tran	Date	Invoice	Description	Amount
				INV	26/02/2019	00419097	Temp staff week ending 090219	919.60
3839.9076-01		Charles Service Company	673.48	INV	26/02/2019	00031573	Cleaners for the Perth Symphony Spectacular 2018	673.48
3839.9102-01		Sanyati Property Services	478.50	INV	26/02/2019	00007879	Cleaning of 61 computers and peripherals	478.50
3839.9345-01		Accidental Health & Safety Perth	305.50	INV	26/02/2019	615102	The Zone top up of first aid supplies	305.50
3839.9384-01		Taylored to Suit	1,086.25	INV	27/02/2019	00000808	Christmas Styling 2018 Final payment	1,086.25
3839.9405-01		Matthew James Rowse	2,905.34	INV	20/02/2019	ICTALLOW18/19	ICT allowance	291.67
				INV	20/02/2019	MEETINGFEES	Meeting fees	2,613.67
3839.9732-01		Builders Training of WA	463.94	INV	27/02/2019	00006404	Advanced Diploma of Building Surveying	463.94
3839.9782-01		LyPa Pty Ltd	7,356.34	INV	26/02/2019	350D	Varris Park equipment 50% deposit	7,356.34
3839.9810-01		XLR8 Fitness (WA) Pty Ltd	412.50	INV	26/02/2019	629	Deposit for holiday program excursion 230419	412.50
3839.9812-01		Coastal Firebreaks and Slashing	462.00	INV	22/02/2019	INV1185	Private works slash block to City specifications	462.00
3839.9918-01		Chelsea Barton	100.00	RFD	26/02/2019	1370540	Refund bond Patio hire 240219	100.00
3839.9951-01		Noddy The Waterman	130.00	INV	27/02/2019	INV-0084	Water delivery Mandogalup Fire Station	130.00
		Total EFT	**4,228,491.51**					

Payroll

PY01-17	10/02/2019	Payroll	617,132.12
PY01-18	24/02/2019	Payroll	628,675.56
		Total Payroll	**1,245,807.68**
		Grand Total	**-5,519,302.55**

ATTACHMENT B

Credit Card Transactions

1/02/2019 to 28/02/2019

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
Credit Card Chief Executive Officer to 040219				**$59.48**	
4295624	Invoice	040219A	04/02/2019	$7.35	Parking for meeting
4295624	Invoice	040219A	04/02/2019	$17.27	Meeting Appeals Convenor
4295624	Invoice	040219A	04/02/2019	$29.45	Parking for meeting
4295624	GST	040219A	04/02/2019	$5.41	Credit Card Chief Executive Officer to 040219
Credit Card Functions Officer to 040219				**$323.85**	
4295628	Invoice	040219B	04/02/2019	$12.75	Milk
4295628	Invoice	040219B	04/02/2019	$27.27	Australia Day napkins and plates
4295628	Invoice	040219B	04/02/2019	$65.45	Australia Day plates, cups and milk
4295628	Invoice	040219B	04/02/2019	$190.09	Gift Bags for Citizenships
4295628	GST	040219B	04/02/2019	$28.29	Credit Card Functions Officer to 040219
Credit Card Director City Legal to 040219				**$431.50**	
4295630	Invoice	040219C	04/02/2019	$8.18	ASIC search
4295630	Invoice	040219C	04/02/2019	$8.18	ASIC search
4295630	Invoice	040219C	04/02/2019	$12.89	Meeting Appeals Covenor
4295630	Invoice	040219C	04/02/2019	$114.55	Firearm Licence
4295630	Invoice	040219C	04/02/2019	$248.47	Audit Quality Manuals
4295630	GST	040219C	04/02/2019	$39.23	Credit Card Director City Legal to 040219
Credit Card Director City Regulation				**$74.10**	
4295634	Invoice	040219D	04/02/2019	$67.36	Refreshments City Regulation planning session
4295634	GST	040219D	04/02/2019	$6.74	Credit Card Director City Regulation
Credit Card Director City Strategy to 040219				**$3,039.09**	
4295649	Invoice	040219E	04/02/2019	$0.70	Zapier International transaction fee
4295649	Invoice	040219E	04/02/2019	$1.25	Typeform International transaction fee
4295649	Invoice	040219E	04/02/2019	$27.92	Zapier Licence fee
4295649	Invoice	040219E	04/02/2019	$50.00	Typeform subscription youth programs
4295649	Invoice	040219E	04/02/2019	$59.09	WALGA Future of Local Government Forum Cr Lee
4295649	Invoice	040219E	04/02/2019	$73.26	Facebook advertising
4295649	Invoice	040219E	04/02/2019	$100.00	Facebook advertising

Credit Card Transactions

1/02/2019 to 28/02/2019

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
4295649	Invoice	040219E	04/02/2019	$168.68	Google Adwords
4295649	Invoice	040219E	04/02/2019	$183.82	Facebook advertising
4295649	Invoice	040219E	04/02/2019	$185.27	Burst SMS credit top up
4295649	Invoice	040219E	04/02/2019	$206.55	Facebook advertising
4295649	Invoice	040219E	04/02/2019	$211.69	Facebook advertising
4295649	Invoice	040219E	04/02/2019	$233.90	Mailchimp email marketing software
4295649	Invoice	040219E	04/02/2019	$438.31	Facebook advertising
4295649	Invoice	040219E	04/02/2019	$502.85	Survey Monkey annual plan
4295649	Invoice	040219E	04/02/2019	$554.49	Facebook advertising
4295649	GST	040219E	04/02/2019	$41.31	Credit Card Director City Strategy to 040219
Credit Card Director City Engagement to 040219				**$2,237.81**	
4295656	Invoice	040219F	04/02/2019	$3.24	Facebook Youth Team promotion
4295656	Invoice	040219F	04/02/2019	$3.76	Parking for meeting with Minister for Education
4295656	Invoice	040219F	04/02/2019	$8.55	Tea bags Australia Day event
4295656	Invoice	040219F	04/02/2019	$33.77	Pool noodles Australia Day event
4295656	Invoice	040219F	04/02/2019	$40.27	Icecream Australia Day event
4295656	Invoice	040219F	04/02/2019	$144.86	Building application fees Australia Day event
4295656	Invoice	040219F	04/02/2019	$180.86	Temporary tattoos Alcoa Children's Festival
4295656	Invoice	040219F	04/02/2019	$197.27	Australia Day event merchandise
4295656	Invoice	040219F	04/02/2019	$474.28	Cutouts for Alcoa Children's Festival
4295656	Invoice	040219F	04/02/2019	$490.91	Frames & gift certificates Citizen of the Year
4295656	Invoice	040219F	04/02/2019	$550.00	Facebook Youth Team promotion
4295656	GST	040219F	04/02/2019	$110.04	Credit Card Director City Engagement to 040219
Credit Card Manager Human Resources to 040219				**$5,569.89**	
4295658	Invoice	040219G	04/02/2019	$50.00	Smartrider autoload
4295658	Invoice	040219G	04/02/2019	$50.00	Smartrider autoload
4295658	Invoice	040219G	04/02/2019	$69.95	Condolence flowers for staff member
4295658	Invoice	040219G	04/02/2019	$71.73	Condolence flowers for staff member
4295658	Invoice	040219G	04/02/2019	$71.73	Congratulations flowers for staff member
4295658	Invoice	040219G	04/02/2019	$73.59	Congratulations flowers for staff member

Credit Card Transactions

1/02/2019 to 28/02/2019

Transaction No	Tran Type	Tran Reference	Invoice Date	Actual	Transaction Description
4295658	Invoice	040219G	04/02/2019	$75.41	Condolence flowers for staff member
4295658	Invoice	040219G	04/02/2019	$89.05	Congratulations flowers for staff member
4295658	Invoice	040219G	04/02/2019	$99.00	First Aid Training
4295658	Invoice	040219G	04/02/2019	$289.99	Host Domain certificate renewal
4295658	Invoice	040219G	04/02/2019	$309.36	The New Economics of Place registration
4295658	Invoice	040219G	04/02/2019	$400.00	Event and Festival Masterclass
4295658	Invoice	040219G	04/02/2019	$400.00	Event and Festival Masterclass
4295658	Invoice	040219G	04/02/2019	$1,322.73	Payroll and Tax Seminar Registration x 3
4295658	Invoice	040219G	04/02/2019	$1,781.82	Contract Law Essentials Seminar x 2
4295658	GST	040219G	04/02/2019	$415.53	Credit Card Manager Human Resources to 040219
			Grand Total:	**$11,735.72**	

16.3 Local Government Act Review – Stage Two Survey Submissions

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The Local Government Act Review commenced in 2017 with the objective to have a new, modern Local Government Act to better deliver local government services for the community. The second stage of the Local Government Act Review has three vision themes being agile, smart and inclusive which include nine topic areas. The consultation and engagement for this stage concludes on 31 March 2019. It is proposed that Council submit a response to the eleven surveys that have been published by the Department of Local Government, Sport and Cultural Industries contained within Attachment A.

OFFICER RECOMMENDATION:

That Council endorses the surveys contained within Attachment A and submit to the Department of Local Government, Sport, and Cultural Industries for consideration.

DISCUSSION:

In 2017 the State Government announced that a review of the *Local Government Act 1995* (Act) will be undertaken and this will result in a new, modern Act in order for local governments to be agile, smart and inclusive.

Stage One of the Local Government Act Review has been completed and the drafting of an Amendment Bill is in progress that addresses areas such as training for candidates and Elected Members, Code of Conduct, improvements to CEO recruitment and performance review and a revised gift framework.

Stage Two is focused on key areas of the *Local Government Act 1995* that have been categorised into three themes, agile, smart and inclusive. Within these themes are key topic areas and these are summarised in the below table:

Agile *How local governments can best use their resources to adapt to change.* *Limitations on revenue, expenditure and external pressures*	*Smart* *How local governments can better meet the needs and expectations of the community (transparency and accountability)*	*Inclusive* *How local governments represent and involve the community in decision making*
Topic Areas		
Beneficial Enterprises	Administrative efficiencies-local laws	Community engagement
Financial Management	Council meetings	Complaints management
Rates, fees and charges	Interventions	Elections

The Department of Local Government, Sport and Cultural Industries has prepared eleven surveys as part of their consultation and engagement for Stage Two of the Local Government Act Review and is seeking submissions by 31 March 2019. It is recommended that Council endorse the surveys contained within Attachment A.

16.3 LOCAL GOVERNMENT ACT REVIEW – STAGE TWO SURVEY SUBMISSIONS

LEGAL/POLICY IMPLICATIONS:

The outcome of the Local Government Act Review, that the Department of Local Government, Sport and Cultural Industries has undertaken will result in a new and modern Local Government Act.

FINANCIAL/BUDGET IMPLICATIONS:

There are no specific financial implications as a result of this report.

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

There are no specific environmental implications as a result of this report

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following outcome and objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Civic Leadership	5.1 An active and engaged Local Government, focussed on achieving the community's vision

COMMUNITY ENGAGEMENT:

The Department of Local Government, Sport and Cultural Industries has undertaken an extensive consultation and engagement process for the second stage of the Local Government Act Review. The following engagement for the second stage includes:

1. Online surveys which are open until 31 March 2019.
2. Face to face sessions and forums have been held for community members, Elected Members and local government staff.
3. Local Government Staff workshops.

The City of Kwinana was represented at the workshop held at the City of Cockburn on 29 October 2018 and the Future of Local Government Forum held at Technology Park, Bentley on 30 January 2019. The City has also reviewed the WALGA Advocacy position that was circulated on 16 November 2018.

PUBLIC HEALTH IMPLICATIONS

There are no implications on any determinants of health as a result of this report.

RISK IMPLICATIONS:

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

Risk Event	The City does not provide a submission in regard to the proposed amendments, forgoing the opportunity to assist in improving the legal framework that local governments are required to adhere to
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Reputation Compliance
Risk Assessment Context	Strategic
Consequence	Minor
Likelihood	Unlikely
Rating (before treatment)	Low
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Ensure the City responds to requests for submissions
Rating (after treatment)	Low

COUNCIL DECISION

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

That Council endorses the surveys contained within Attachment A and submit to the Department of Local Government, Sport, and Cultural Industries for consideration.

CARRIED
6/0

ATTACHMENT A

Department of Local Government, Sport and Cultural Industries

GOVERNMENT OF WESTERN AUSTRALIA

Local Government Act 1995 Review

agile • smart • inclusive



LOCAL GOVERNMENT ACT REVIEW ▶▶ DELIVERING FOR THE COMMUNITY

DETAILED DISCUSSION PAPER

SMART

Administrative Efficiencies

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Smart includes those topics that focus specifically on how local governments can best use their resources efficiently and rationally. It is important that they are transparent and accountable to their communities.

The topics addressed in this theme are:

- Administrative efficiencies;
- Council meetings;
- Interventions; and
- Local laws.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

No-one likes red tape. It gets in the way and makes simple tasks seem difficult.

Distinguishing red tape from vital checks which ensure our government acts in a fair manner, protects members of the community, and that everyone abides by the law can be difficult.

Modern organisations must strike a delicate balance between oversight and red tape. Accountability measures that go too far can become regulatory burdens that create unnecessary costs that outweigh their compliance benefits.

A goal of effective regulation is to impose the least amount of resistance to activity for the lowest cost possible, while providing a governance framework to prevent or reduce the number, or seriousness, of issues in a timely manner.

This paper identifies a number of options for increasing efficiencies within the current *Local Government Act 1995* (the Act) and Regulations. If you have other suggestions for ways to streamline the legislation, please complete the questions at the end of this paper.

Potential administrative efficiencies

One size fits all approach to local governments in Western Australia

Local governments in Western Australia vary considerably in respect to their capacity to raise revenue and their expenditure. For example, the combined operating budget of the State's 40 smallest local governments is less than the annual operating expenditure of the State's largest local government.

The Act currently treats all local governments the same, regardless of their size and capacity. Through their peak bodies, the local government sector has long advocated for amendments which provide a tailored approach to local government governance to allow for the differences in capacity that are found across the State.

Possible areas of reform where a tailored approach to regulation could be adopted have been addressed throughout the discussion papers.

Local Government Grants Commission and the Local Government Advisory Board

Introduction

The local government legislation in Western Australia creates three boards, commissions or panels, these being:

- Local Government Grants Commission (Grants Commission);
- Local Government Advisory Board (Advisory Board); and
- Standards Panel.

On 20 September 2017, the Premier instructed all agencies to review the ongoing need for boards and committees, particularly where there are costs involved. While

the Standards Panel was discussed in earlier consultation on the Act Review, the composition and use of the Grants Commission and Advisory Board was not.

It is therefore appropriate as part of continued consultation of the Act Review to consider the composition and use of both the Grants Commission and Advisory Board.

Local Government Grants Commission

The Grants Commission provides advice and makes recommendations to the Minister for Local Government on the amount of Commonwealth Financial Assistance Grants paid to local governments each financial year.

In order to receive Commonwealth funding, a Grants Commission must be established.

The Grants Commission comprises of the following membership:

- Chair (nominated by the Minister);
- Deputy Chair (Officer from the Department); and
- A representative (nominated by the Western Australian Local Government Association (WALGA)) from:
  - Metropolitan local governments;
  - Country urban local governments; and
  - Country rural local governments.

Deputies are appointed for each member of the Grants Commission who attend in the absence of the respective commission member. All nominations for membership are approved by Cabinet.

Local Government Advisory Board

The Advisory Board makes recommendations to the Minister for local government on proposals to change local government boundaries, wards or councillor numbers.

The Advisory Board is comprised of the following membership:

- Chair (nominated by the Minister);
- Deputy Chair (Officer from the Department);
- Two people with experience as an elected member of a council (nominated by WALGA); and
- One person with experience as a Chief Executive Officer of a local government (nominated by Local Government Professionals Australia (LG Pro)).

Deputies are appointed for each member of the Advisory Board who attend in the absence of the respective board member. As with the Grants Commission, all nominations for membership are approved by Cabinet.

What are the opportunities for reform?

Combining the Grants Commission with the Advisory Board

As described above the composition of the Grants Commission and the Advisory Board are somewhat similar, in that the skills and knowledge required to be appointed as a member of either of these bodies is an in-depth knowledge and experience in the local government sector. This knowledge and experience enables members to consider the appropriate factors, weigh the information before them and provide the appropriate recommendations to the Minister.

While the current duties and responsibilities of the Grants Commission and the Advisory Board are different, the composition and selection of board and commission members are very similar. The only differences are:

- Grants Commission members are appointed on their geographic location; and
- One member of the Advisory Board is nominated by LG Pro in addition to members being nominated by WALGA.

As well as the composition of the Grants Commission and Advisory Board being similar, other synergies also exist. Having substantial knowledge of the grants program may assist with the consideration of ward and boundary reviews and conversely may assist with deliberations about grant funding. Both bodies are already supported by the same team within the Department.

A similar review was recently undertaken by South Australia which resulted in the enactment of the *Local Government (Boundary Adjustment) Amendment Act 2017*. Amendments were made to the relevant pieces of legislation to provide that the Grants Commission is also responsible for the assessment of local government boundary changes and provides a similar function as the Advisory Board in Western Australia. Similar changes could occur in Western Australia if it was determined to be efficient, effective and appropriate to do so.

Board requirement to determine the question and summary

At present, if a local government decides to proceed with a proposal to change the method of election of the Mayor/President from ‘election by electors’ to ‘election by the council’, the Advisory Board is required to determine the question to be voted on by electors and prepare a summary of the case for each way of voting on the question.

It may be more appropriate for the affected local government to prepare the question and the summary case as they are the body in the best position to provide an accurate summary. After the local government has drafted the question and summary it could be submitted to the Advisory Board for approval/endorsement before any poll is conducted.

Boundary changes, abolishing districts, names and ward representations

The quality and content of proposals submitted to the Advisory Board varies significantly. This can result in a significant amount of the Advisory Board's executive staff's time being used contacting various parties to gather the relevant information. The required information, set out in Regulations, allows the Advisory Board to form a view in line with the principles set out in the Act and ultimately make recommendations to the Minister on each proposal. Submissions received either from the public or from local governments sometimes do not provide sufficient detail to inform the decision-making of the Advisory Board. Often this is because they have not read the original proposal.

A local government (or other applicant) may wish to withdraw an application that has been made to the Advisory Board. At present this cannot be done with the Advisory Board being required to make a recommendation to the Minister even if the applicant does not wish to proceed with the proposal.

To improve these processes, it is proposed that the following amendments could be made:

- An ability for the Advisory Board to refuse to accept a proposal on the basis that the proposal is incomplete (does not meet the requirements set out in the Regulations);
- A requirement for affected electors who sign a petition to acknowledge they have read the summary of the proposal and have seen a plan or map detailing any proposed changes;
- A requirement to provide the affected local government(s) details of a proposal prior to submission of a proposal to the Advisory Board; and
- The ability for an applicant to be able to withdraw a proposal, prior to a recommendation being made to the Minister, subject to the Advisory Board supporting the withdrawal.

A number of submissions (including submissions from WALGA and LG Pro) suggested the number of electors required to submit a proposal under Schedules 2.1 and 2.2 should be raised from 250 electors to 500 electors. In major metropolitan local governments, 250 people represents only a very small portion of the population which may lead to a proposal being submitted that is not a true representation of the community's view.

As the threshold consists of two components, an increase to the threshold would only effect local governments with a population over 25,000. This would only effect 29 out of 137 local governments in the State.

Local Government (Miscellaneous Provisions) Act 1960

Introduction

When the *Local Government Act 1960* (1960 Act) was enacted it repealed many pieces of legislation including the *Municipal Corporations Act 1906* and *Road Districts*

Act 1919. In 1995 the majority of the 1960 Act was replaced by the *Local Government Act 1995*. The remainder of the 1960 Act was renamed the *Local Government (Miscellaneous Provisions) Act 1960*.

Large parts of the 1960 Act were later incorporated into building legislation. It is appropriate to consider whether the sections that remain in the 1960 Act are still required.

What are the opportunities for reform?

Section 364 — New street alignments, prescribing and effect of etc.

This section was enacted as part of the original 1960 Act and has remained substantially the same since then.

The purpose of this section is to provide a local government with the power and mechanism to compulsorily acquire land required to realign a street if other parties have an interest in the land, although it is limited to land that 'lies between the proposed alignment and the old street alignment'.

To the Department's knowledge this power has only been used twice since 1995.

The process starts with the passing of a local law which realigns a road. Once the local law can no longer be disallowed, the land is then revested in the Crown at which time the local government pays the former owner an agreed amount or, if there is no agreement, the price is determined via the *Commercial Arbitration Act 2012*.

Currently, there are two other mechanisms to acquire land (for street realignment or any other public purpose) available to a local government: either by purchasing the land from the owner or through Part 9 of the *Land Administration Act 1997*.

Under Part 9, a local government may take an interest in land that is required for public works, including the construction of roads. To start the acquisition, the Minister (in this instance the Minister for Lands) must issue a notice of intention to take the interest in the land and serve that notice on any interested parties. The *Land Administration Act 1997* also provides the framework for compensation to be paid and dispute resolution mechanisms to be used if required.

Part XX Cattle trespass, pounds, poundkeepers and rangers

This Part relates to the impounding of cattle although it also allows for actions to be taken against other livestock.

Broadly speaking, it provides local governments and individual members of the public with the power to impound cattle if cattle stray upon their land. The local government is considered to be the land owner of all public places within their district and any unfenced land abutting those areas. The 1960 Act also provides very detailed requirements that are placed upon local governments, poundkeepers and individuals that have impounded cattle in relation to what they are to do with the cattle.

Local governments operate facilities that house animals (for example dog pounds) and have the power through other pieces of legislation to appoint authorised persons that can, among other things, impound animals.

Additionally, the Act provides the framework that enables local governments to impound a number of things (including animals) when they are in contravention of the Act or if the presence of the animal presents a hazard to public safety or obstructs the lawful use of any place.

While a minor amendment to the local government legislation would clearly enable local governments to impound cattle, it needs to be determined if there is still a requirement for members of the public to be able to impound cattle.

Offences

A number of offences are included in the 1960 Act:

Offences relating to poundkeepers (or any person that has impounded cattle)

- Section 452 - A failure to maintain the pound to an acceptable standard;
- Section 454 - Milking cattle without permission;
- Section 455 - A failure to maintain the pound register appropriately;
- Section 461 - Unlawful impounding;
- Section 469 - Knowingly and wilfully incorrectly describing the cattle in the public notice; and
- Section 474 – Failure to label cattle on sale.

Other offences

- Section 481 - Cattle being driven from land without the cattle owner's consent;
- Section 482 - Unlawful rescue or release of impounded cattle;
- Section 482 - Damage to the pound;
- Section 482 - Threats against the pound keeper;
- Section 483 - Removal of a fence to allow cattle to trespass; and
- Section 484 - Owner permitting cattle to stray.

The majority of these offences can be dealt with by prosecuting the offender under other pieces of legislation for example the *Criminal Code* or *Animal Welfare Act 2002*.

The only conduct that cannot be dealt with via another means are:

- Section 483 - Removal of a fence to allow cattle to trespass; and
- Section 484 - Owner permitting cattle to stray.

Information provided to and decisions made by the Department and the Minister

When the *Local Government Act 1995* was enacted it fundamentally changed the powers of local governments providing them with greater autonomy. It removed a great deal of control from the Minister and provided local governments with the ability to

make a greater range of decisions without having the State Government reviewing or approving those decisions.

While the Act heralded a marked shift and devolution of control, there are still many sections within the Act that require a local government to provide information to the Minister or Department prior to, or after a decision is made, and a number of other general reporting requirements.

The assessment of what information is to be provided was primarily made in the mid-1990s when the majority of the Act and Regulations were enacted. It is appropriate to review what information should be provided, what reports should be submitted, and which decisions should still be made by the Minister.

Absolute majority decisions

The council is the decision-making body of a local government. The Act sets out how decisions are to be made by the council members that form the council. In most cases this is via a 'simple majority', that is, a decision is made if over half of the council members present at the meeting vote for it. In some cases, a higher bar has been set. An 'absolute majority' requires half of the total number of council member positions to vote for a matter for the decision to be made. Thus, if there are 11 positions on council but at a particular meeting two council members were absent, five votes would be needed for a simple majority and six for an absolute majority.

It is appropriate to review which decisions should be made by an absolute majority.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Administrative Efficiencies**

1. Have you read the discussion paper associated with this survey?
   a. Yes
   b. No
2. Who are you completing this submission on behalf of?
   a. Yourself
   b. An organisation, including a local government, peak body or business
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   a. Resident / ratepayer
   b. Staff member or CEO
   c. Council member, including Mayor or President
   d. Peak body
   e. State Government agency
   f. Supplier or commercial partner
   g. Community organisation
6. What best describes your gender?
   a. Male
   b. Female
   c. Other
   d. Not applicable / the submission is from an organisation
7. What is your age?
   a. 0 – 18
   b. 19 – 35
   c. 36 – 45
   d. 46 – 55
   e. 56 – 65
   f. 66 – 75
   g. 76+
   h. Not applicable
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   a. Yes
   b. No
10. Do you wish for your response to this survey to be confidential?
    a. Yes
    b. No
11. What is your email address?

12. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"All local governments regardless of their size should have the same level of powers and responsibilities." *The administrative burden on smaller local governments is not something the City of Kwinana should comment on as this is best left to those local governments affected.*			X		
"The functions of the Grants Commission and the Advisory Board should be combined under one Board." *These are two very different functions and there may be a real or perceived bias in regard to decision making by a single body. If this were to be implemented, this would require the Board to ensure they have an adequate level of resources and the skills required to fulfil responsibilities.*			X		
"Membership of the Local Government Advisory Board and the Local Government Grants Commission should be required to be drawn from specific geographic locations, for example, metropolitan Perth as well as regional and remote Western Australia."					X
"Prior to conducting a poll to change the method of election of the Mayor/President from election by electors to election by the council, the local government should be required to draft the question and summaries and submit the question to the Advisory Board." *This should be a local government decision and is usually driven by the community*	X				
"The Advisory Board should not assess a proposal for changes to boundaries that does not meet the minimum requirements." *However, there should be a guidance note or further description incorporated within the regulations to*					X

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
make it clear what the minimum requirements for a proposal are. At the moment the wording of the regulations sets out the matters that the Board should consider rather than what the applicant should address within their proposal.					
"The petition of affected electors should require each signatory to sign an acknowledgement that they have read the summary of the proposal and have seen a plan or map detailing any proposed changes."					X
"The affected local government(s) should be provided with a copy of the proposal prior to it being submitted to the Advisory Board." *This will allow the affected local government(s) to validate the electors who have signed the petition, to have the opportunity to commence an early review of the proposal and communicate with residents and ratepayers in relation to the proposal.*					X
"The applicant should be able to withdraw a proposal at any time prior to a recommendation being made to the Minister, providing there are circumstances which, in the Advisory Board's view, warrant withdrawal of the proposal." *If a proposal is withdrawn or not supported by the Minister, the proposal should not be able to be considered for five years from the date of lodgement.* *The time spent in considering and reviewing any applications and then the application being withdrawn will result in a waste of the allocation of resources to the relevant departments and local governments.* *There should be a power for the Board to make a cost order against an applicant to prevent vexatious proposals. It is recommended that a definition of vexatious is included in the new Act.*			X		

13. Currently a proposal to the Advisory Board from the community must be signed by 250 people or 10% of the community whichever is less. Should proposals from districts with a population over 5,000 be increased to 500 signatures?
    a. Yes
    b. No
    c. Unsure

    Should consider that it is only based on a percentage, not a number of the community. The City of Kwinana's 2019 forecast population is estimated to be 47,331. If the number of people increases to 500 people, it will only represent 1% of the population. It is recommended that 10% of the population is required and remove the number, currently at 250 people.

14. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"People need the power to impound stray cattle."	X				
"Local governments need the power to impound stray cattle."					X
"People need the power to detain and dispose of stray goats, pigs and poultry."	X				
"Offences that apply to pound keepers should also apply to similar facilitates maintained by local governments, for example cats and dogs." *This question does not make sense because if a local government is operating a facility for cats and dogs, it should be a pound*.			X		

15. Which of the following pieces of information should be provided by local governments to the Department and the Minister for Local Government?

Section		Yes	No	Unsure
s 4.79	Provide a report on the result of an election (ordinary or extra-ordinary election)	X		
s 5.3	Advise of the failure to hold council meetings within the last 3 months	X		
s 7.12A	Provide a copy of the report that addresses the issues identified in the audit report	X		
LG (Audit) Reg 14	Provide a copy of the compliance audit report	X		
LG (Audit) Reg 15	Provide a certified copy of the compliance audit return		X	
LG (Constitution) Reg 11FA	Provide a report on the result of an election (election of Mayor/President and Deputy Mayor/President)	X		
LG (Constitution) Reg 11H	Advise the outcome of the Court of Disputed Returns (election of Mayor/President and Deputy Mayor/President)	X		
LG (Constitution) Form 2	Request for a poll on a recommended amalgamation	X		
LG (Elections) Reg 86	Advise the outcome of the Court of Disputed Returns (ordinary or extra-ordinary election)	X		
LG (Financial Management) Reg 33	Provide a copy of the annual budget		X	
LG (Financial Management) Reg 33A	Provide a copy of the review and determination of the reviewed annual budget		X	
LG (Financial Management) Reg 51	Provide a copy of the annual financial report		X	

Most local governments publish the annual report, annual budget, annual budget review and the annual financial report on their website. If this was made to be a requirement of all local governments they would be available to the Department to view as they wished. All other reports are generally not available on local governments' websites.

16. Which of the following decisions should be made by the Minister?

Section		Yes	No	Unsure
s 2.25	Approval for a leave of absences greater than six consecutive council meetings *This should be approved by the Director General. The meeting frequency of all local governments does differ, it is recommended that approval be required if greater than six months.*		X	
s 3.53	Ordering which local government is responsible for managing a facility that is located within two or more districts (only when the local governments themselves do not agree about how to manage the facility) *It is recommended that local governments who wish to enter into shared use arrangements should do so if all parties agree to the conditions and any dispute resolution should be carried out as per the agreement. Where there is no shared use arrangements and the local governments can not agree then the Minister should be the decision maker.*	X		
s 3.59	Commencing or undertaking a major land transaction or trading undertaking (as required under the regulations)		X	
s 3.61	Establishing a regional local government	X		
s 3.65	Amending the establishment agreement of a regional local government	X		
s 3.69	Establishing a regional subsidiary	X		
s 3.70	Amendment to a regional subsidiary's charter		X	
s 5.7	Reducing the number of people required for a quorum or absolute majority	X		
s 5.69	Approval to participate in a meeting (after disclosing an interest)	X		
s 5.69A	Exemption from some or all disclosure of interest requirements for committee members	X		
s 6.35	Minimum payment of rates on vacant land *It is recommended that the Council approve the minimum payment of rates on vacant land as Council set the rates each year.*		X	

Section		Yes	No	Unsure
s 6.74	Approval to re-vest land to the State for non-payment of rates	X		
s 9.63	Direction to two or more local governments on how to resolve a dispute *All local governments involved must agree for the dispute to be determined by the Minister.*		X	

17. How should the following decisions be resolved by council?

Section		Simple Majority	Absolute Majority	Unsure
ss 3.12 & 3.16	Making local laws		X	
s 3.59(5)	Undertaking major land transactions or major trading activities		X	
s 4.17	Deciding if a councillor's seat should remain vacant prior to the next ordinary election (if the vacancy occurs between January and July in an election year)		X	
s 4.20	Appointing the Electoral Commissioner to conduct an election or appointing a returning officer		X	
s 4.57	Appointing a person to be a Councillor if no nominations are received twice for a vacant position		X	
s 4.61	Deciding if an election should be a postal election		X	
s 5.8	Establishing committees to assist council in the performance of powers and duties		X	
ss 5.10 & 5.11A	Appointing members (and deputies) to a committee		X	
s 5.15	Reducing the number of offices required to form a quorum at a committee meeting (if required)		X	

Section		Simple Majority	Absolute Majority	Unsure
s 5.16	Delegating or revoking any local government powers and duties to a committee		X	
s 5.36	Decisions on CEO's employment contract		X	
s 5.42 & 5.45	Deciding to delegate powers or duties to the CEO (and revoke this delegation)		X	
s 5.54	Accepting the annual report for a financial year		X	
s 5.98A	Deciding to pay the deputy mayor an additional allowance		X	
s 5.99	Deciding to pay council members the prescribed minimum fee or a fee within the prescribed range		X	
s 5.99A	Deciding to pay council members an annual allowance or an allowance that has been set for expenses		X	
s 6.2	Preparing and adopting a budget for the financial year		X	
s 6.3	Imposing a supplementary general rate or specified area rate		X	
s 6.8	Spending money from the municipal fund that was not in the annual budget		X	
s 6.11	Changing the purpose of a reserve account		X	
s 6.12	Granting a discount for the early payment of money, waiving or granting concessions, or writing off any amount owed to the local government		X	
s 6.13	Deciding to require a person to pay interest on an amount owed to a local government		X	
s 6.16	Imposing (or amending) a fee for goods or services		X	

Section		Simple Majority	Absolute Majority	Unsure
s 6.20	Deciding to borrow and spend borrowed money		X	
s 6.32	Imposing a general rate on rateable land or a supplementary general rate in an emergency		X	
s 6.46	Granting a discount or other incentive for the early payment of any rate or service charge		X	
s 6.47	Deciding to waive a rate or service charge		X	
s 6.51	Deciding to impose interest on a rate or service charge or costs of proceedings to recover amounts unpaid		X	
s 7.1A	Appointing audit committee members		X	
s 7.1B	Delegating powers and duties to the audit committee		X	
Sch 2.2 clause 4	Deciding to propose to the Advisory Board that a submission should be rejected or dealt with as a minor matter that does not require public submissions		X	
Sch 2.2 clause 5	Making a proposal to the Minister or the Advisory Board to change the name of a district or ward		X	
Sch 2.2 clause 9	Making a proposal to the Advisory Board to change ward boundaries, the name of the district or wards, or the number of councillors		X	
LG (Admin) Reg 10(2)	Deciding to revoke or change a decision made by absolute majority		X	
LG (Admin) Reg 14A	Deciding to approve a member to be present at a meeting via telephone	X		
LG (Admin) Reg 19C and 19DA)	Adopting a strategic community plan and corporate business plan		X	
LG (Financial Management) Reg 33A	Determining whether to adopt a review of the budget or recommendations in the budget review		X	

18. Which regulatory measures within the Act should be removed or amended to make the legislation more efficient? Please provide detailed analysis with your suggestions.

    Briefly describe the red tape problem you have identified.

    What is the impact of this problem? Please quantify if possible.

    What solutions can you suggest to solve this red tape problem?

There seems to be an overlap of the scope of a number of audits in the finance area, which includes:

1. Regulation 9 of the *Local Government (Audit) Regulations 1996* which includes testing financial controls.
2. Regulation 17 review of systems and procedures of the *Local Government (Audit Regulations) 1996*.
3. Regulation 5 of the *Local Government (Financial Management) Regulations 1996* where local governments are required to conduct a review of their audit systems and procedures, and their financial management systems no less than every three years.

It is recommended that the Regulation 17 review of systems and procedures excludes the financial section of the local government as internal control and legislative compliance relating to finance is already included in the other two audits.

You can also email your suggestions to actreview@dlgsc.wa.gov.au.



Beneficial Enterprises

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Agile includes topics that focus specifically on how local governments can best use their resources. It is important that they are transparent and accountable to their communities, while striking a balance between community expectations and the practical limitations of revenue and expenditure.

The topics addressed in this theme are:

- Financial management;
- Rates, fees and charges; and
- Beneficial enterprises.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

In addition to the regulatory functions provided, local governments also provide a broad array of services to the community which can have a commercial orientation for example: gymnasiums, pools, parking facilities, childcare facilities, sport complexes, caravan parks and regional airports.

While these activities provide services to the community, they also add to the complexity of the local government's business structure and recordkeeping. In some cases, these services are large enough to be carried on as an individual business in their own right.

The local government sector has been requesting that it be given additional powers to form independent corporations. These entities could be used to manage a local government's existing business activity or pursue new commercial opportunities.

What powers do Western Australian local governments currently have?

Currently under the *Local Government Act 1995* (the Act), local governments have two options for forming independent corporate bodies:

- Regional local governments; and
- Regional subsidiaries.

A local government cannot form or take part in forming, or acquire an interest giving it the control of, an incorporated company or any other body corporate other than a regional local government or a regional subsidiary.

Regional Council

A Regional Council is a corporate entity formed by two or more local governments.

The corporation is a separate legal entity from the local government that conducts business activities in its own name, has similar powers to that of a local government and is subject to all the financial and auditing requirements which apply to a local government.

A Regional Council can be formed to carry out any purpose which the member local governments could perform individually. This includes commercial activity, investment of money or the provision of community services.

Regional Councils are typically created as a way for local governments to streamline and standardise a particular service over multiple districts (for example waste management and recycling facilities). This allows the local governments to pool their resources and take advantage of economies of scale.

Regional Subsidiary

The ability to form Regional Subsidiaries was introduced in 2017 as a way of encouraging local governments to work more closely together with neighbouring councils to deliver services to the community or carry out functions such as payroll or records management. As a result, a Regional Subsidiary is smaller in scope and subject to less regulation than a Regional Council. The governing board can consist of members who are not elected members or local government staff thus allowing people with special expertise to be engaged to oversee the activities.

A Regional Subsidiary is only required to provide annual budgets and financial statements. All other financial reporting is determined by the subsidiary's charter as set out by the local governments that created the subsidiary.

The Act allows a regional subsidiary to be formed to carry out almost any activity which could be performed by a local government; however, the subsidiary cannot pursue commercial activity, carry out speculative investments or participate in non-essential land transactions.

Major trading undertaking and major land transactions

A local government is currently also able to undertake a major trading undertaking (commercial activity) that has an expenditure over:

- $5,000,000 for metropolitan local governments;
- $2,000,000 for a major regional centre; or
- Less than 10% of their operating expenditure for all other local governments.

Local governments can also perform major land transactions that have an expenditure over:

- $10,000,000 for metropolitan local governments;
- $2,000,000 for a major regional centre; or
- Less than 10% of their municipal fund for all other local governments.

The local government must prepare a business plan which is provided for public comment for a period of at least six weeks.

Trading undertakings or land transactions under these limits can be carried out during the normal course of business.

Within a competitive marketplace, the requirements on local governments can place them at a commercial disadvantage when compared to the private sector. This can especially be the case when local governments attempt to progress urban renewal activities. The lost opportunities represent a cost which may be ultimately borne by the ratepayers.

What can local governments do in other jurisdictions?

Each jurisdiction has developed a different framework as briefly described below.

In Queensland and Victoria the business or trading activities undertaken by local governments are called beneficial enterprises. These organisations provide local governments with a more efficient mechanism to better serve their communities. These bodies provide various services to the community where the private sector or State Government are unable or unwilling to do so.

Jurisdiction	Ability for a local government to form a Beneficial Enterprise
Western Australia	• Cannot form a beneficial enterprise.
New South Wales	• A local government can form with the Minister's consent.

Victoria[1]	• A local government can:
	  ○ be a member of a corporation;
	  ○ participate in the formation of a corporation;
	  ○ acquire shares in a corporation; and
	  ○ appoint a person to be a Director(s) on the Board of a corporation (if applicable).
	• The Council must report on the operations and performance of each enterprise in its annual report.

Queensland	• A local government can enter into a:
	  ○ Partnership (although not an unlimited partnership);
	  ○ Corporation limited by shares (not listed on the stock exchange);
	  ○ Corporation limited by guarantee (not listed on the stock exchange); and
	  ○ Another association of persons that is not a corporation.
	• Annual Report must list all beneficial enterprises operated by the local government.

South Australia	• A local government can:
	  ○ Establish a business; or
	  ○ Participate in a joint venture, trust, or partnership.

[1] The powers described are not within the current *Local Government Act 1989* (Vic), but are currently before the Victorian Parliament within the Local Government Bill 2018.

Jurisdiction	Ability for a local government to form a Beneficial Enterprise
	• A local government should 'take reasonable steps' to separate its regulatory activities from other activities.

Tasmania	• A local government can form or participate in a:
	  ○ Corporation;
	  ○ Partnership, trust or other body;
	  ○ Company limited by guarantee; or
	  ○ Project or activity for the purpose of raising revenue.
	• The consent of the Minister is required if:
	  ○ the proposal exceeds $250,000 or 5% of the local government's annual rate revenue; or
	  ○ the proposal requires the council to borrow money when it already has total borrowings exceeding 30% of its general revenue (does not include grants).

Northern Territory	• Nil.

New Zealand Model – Council Controlled Organisation

Local governments in New Zealand also possess the power to form corporations known as Council Controlled Organisations (CCOs).

The CCO is designed to serve a far broader role than the role that local government corporations serve in Australia.

New Zealand has a two-tier system of government, meaning local governments provide and manage services which are usually done by Australian State and Territory Governments, for example water utilities and public transport.

Under New Zealand legislation, a CCO:

(a) May be formed by an individual local government;
(b) Can pursue any purpose, including purely commercial activities which have no connection to a local government purpose;
(c) Does not require any consent from the Government;
(d) May be partially owned by private shareholders; and
(e) Is subject to financial scrutiny by the Auditor General.

Furthermore, the New Zealand system provides that a council is not liable for the debts of the CCO and is directly prohibited from guaranteeing these debts. This is a significant difference from Australian jurisdictions which require local governments to guarantee the debts of any corporations they form.

What are the opportunities for reform?

WALGA's proposed Council Controlled Organisations (CCO) Scheme

The local government sector through the Western Australian Local Government Association (WALGA) has long advocated to be able to establish corporate entities that are independent of the local government and which operate under normal company law.

These entities would be able to deliver projects and services needed by the community, for example leisure centres, waste management, regional airports, and land development/urban renewal projects that would otherwise not be undertaken by the private sector.

While some of these activities (for example waste management) are currently provided by Regional Councils, this model does not provide the flexibility or agility required to compete in a commercial marketplace. For example, the Regional Council model requires multiple local governments to agree to all aspects of the Regional Council operations. This can limit the ability for Regional Councils to be responsive to changing community expectations.

One example of where a beneficial enterprise could be more effective than a Regional Council is waste management services. Currently, a Regional Council seeking to implement a three bin system would need to receive the support of each member local government. As a beneficial enterprise, a waste authority beneficial enterprise could implement these service delivery improvements immediately.

In other cases, local governments could operate beneficial enterprises where market failure has resulted in the closure of vital community businesses required for small communities to thrive, such as pharmacies and grocery stores. The opportunity to use beneficial enterprises to grow small regional towns has been frequently highlighted by local governments located in Western Australia's regions.

WALGA's proposed scheme is similar to the New Zealand scheme, specifically:

- A CCO may be formed by one or more local governments;
- An existing business can be converted into a CCO;
- One (or more) local governments must have a controlling share;
- A CCO will be regulated by the applicable company law to the corporate structure adopted (including the relevant taxation regime);
- CCOs will be required to produce an annual report;
- The local government will be required to refer to the CCO in their annual report;
- Directors are to be appointed based on their skills, knowledge and experience (not just because they are an elected or staff member of the local government);
- There is to be a minimum of three Directors/Trustees regardless of the corporate structure adopted;

- A CCO can borrow money from a commercial lender, Western Australian Treasury Corporation or from a shareholder local government; and
- A CCO will be audited by the Auditor General.

A CCO cannot:

- Be used for core functions (for example regulatory functions).

A local government cannot:

- Provide a guarantee or security for the debts of a CCO;
- Lend money to the CCO unless on market terms (including transaction costs); or
- Provide any financial advantage (for example, subsidised fees, charges and rates).

Prior to creation a local government must:

- Consult widely (community consultation framework is currently being considered as part of the Act Review); and
- Prepare a Statement of Intent (reviewed annually) and a Business Plan.

WALGA suggests that the Statement of Intent should:

- Provide how the entity will engage with community expectations;
- Outline the reporting requirements to the local government;
- Be publicly available; and
- Be reviewed annually.

The Business Plan will provide the:

- Rationale for its creation;
- Commercial objectives to be achieved; and
- Key financial and risk parameters under which it will operate.

The Business Plan is intended to provide a transparent explanation of the anticipated scale, funding and viability of the proposed entity. It would ensure that any local government (and community) contemplating the establishment of a CCO fully understands the medium-term prospects of the entity, including equity and capital needs and its future capacity to pay dividends to the shareholding local government.

Other Considerations

Competition with the private sector

In the 1990s, the Federal and State Governments came together to consider the ways that government bodies interacted with the economy and the impacts they could have on the free market.

The result was the development of the National Competition Policy (NCP). This interstate agreement requires all levels of government to adhere to competitive neutrality principles whenever they conduct commercial activity.

One of these principles is ensuring that government-controlled businesses do not enjoy competitive advantages simply because they are publicly owned and backed by public money.

This includes:

- Limiting the extent to which public money is used to support the entity, particularly if it is not profitable;
- Not exempting the entity from Commonwealth and State taxes; and
- Ensuring that the business complies with the same regulations which apply to private competitors.

While local governments are not direct parties to the NCP, State Governments are required to apply the NCP to the local government sector when administering legislation. The State Government also has a commitment to ensuring that any amendments to the Act are within the spirit of the NCP principles.

NCP does not apply to non-business and non-profit activities. Local governments wishing to establish a beneficial enterprise for commercial activity would be required to assess whether the proposed beneficial enterprise will impinge on the NCP principles.

This will require the local government to assess if the activity they intend to undertake is firstly, a business activity, opposed to a regulatory or governance activity and then if the business activity is a significant business activity.[2]

Other factors to consider include:

- Actual or potential competitors;
- The size of the market share;
- Influence upon the market;
- Being the regulator of a competing business; and
- The requirement to impose full cost-reflective pricing.[3]

Types of corporate structures

Under company law there are many different corporate structures that can be used, for example:

- Sole Trader;

[2] NCP only applies to 'significant business activities', for further information see http://archive.treasury.gov.au/documents/275/PDF/cnps.pdf.

[3] Full cost-reflective pricing ('competitive neutrality pricing') is the most commonly used competitive neutrality measure. It is a process of determining the competitive neutrality adjusted cost of undertaking an activity and applying a pricing structure that reflects the full cost apportioned to the business activity.

- Partnership;
- Limited liability Partnership;
- Company limited by guarantee;
- Proprietary Limited company;
- Public company; and
- No liability companies.

Each structure has different advantages and disadvantages to their operation. If the ability for a local government to create beneficial enterprises is permitted, should a local government be limited to only certain corporate structures, as this itself could restrain a local government from the most efficient operation as possible.

When considering corporate structures another question that arises is, should a local government be able to guarantee the debts of the beneficial enterprise?

The ability to guarantee debts raises some issues:

- Commercial finance will be able to be raised at a cheaper rate (leading to a possible competitive neutrality issue);
- The appropriateness of using public money for that purpose; and
- Whether a current local government should be able to place an unknown, contingent liability upon unknown rate payers at an unknown time in the future.

Not allowing a local government to provide a guarantee may limit the ability of a local government to provide public services, such as aged care.

Risks involved

As with all activities there is always risk – who bears those risks needs to be considered.

Financial risks

The initial funding for the establishment of the beneficial enterprise will be borne by the local government, and therefore the ratepayers. A beneficial enterprise that is conducting an activity such as providing services to the community is likely to be doing so at a loss. This will consequently require continued injections of capital from the local government.

While an argument is sometimes made that this enterprise may be able to provide services more efficiently, it will also be subject to the full range of rates and taxes and will have higher finance costs than a local government which can borrow from the Western Australian Treasury Corporation at subsidised rates.

A beneficial enterprise that is established to conduct a commercial activity will still need financial support from the local government during the start-up phase. All commercial activity is subject to a risk of failure. The higher the possible returns, the greater the risk that these will not be achieved. A failed enterprise will reflect badly on

the local government that established it and could have wider effects on the community.

Concerns with privatisation

Some members of the community have raised concerns with beneficial enterprises being used to privatise local government services. While WALGA proposes that a beneficial enterprise will not be used to provide regulatory functions, local governments employ a significant number of employees that provide services that are not regulatory in nature.

The concerns raised include:

- Lower wages;
- Less secure employment conditions;
- Employees being employed outside the protection of the Western Australian industrial relations system;
- Use of labour hire agreements; and
- Less accountability of public money.

All the issues raised above need to be weighed against the potential benefits associated with permitting a local government to form a beneficial enterprise.

Which local governments should have the ability to form a beneficial enterprise?

Beneficial enterprises are complex and present risks to the council and ratepayers. With the need to obtain legal and financial advice there are significant costs to establish such an organisation. There is also the question of what funding will be provided to the enterprise to enable it to operate.

Ability to form a beneficial enterprise based on percentage of annual expenditure

Local governments in Western Australia vary considerably in respect to their capacity to raise revenue and their expenditure. For example, the combined operating budget of the State's 40 smallest local governments is less than the annual operating expenditure of the State's largest local government.

This variation complicates allowing all local governments to establish beneficial enterprises. For 88 of the State's 137 local governments, an investment of $300,000 represents more than 2% of their annual expenditure. This means that $150,000 can represent a significant proportion of the total annual budget of many local governments. Conversely, 11 local governments have an annual budget that exceeds $100m annually. For these local governments, $300,000 is a comparatively small amount of their total annual budget.

Ability to form a beneficial enterprise based on an assigned salaries and allowances band

Another approach would be to set the eligibility threshold based on an assigned band. Banding is currently used by the Salaries and Allowances Tribunal (Tribunal) to set the remuneration of council members and local government Chief Executive Officers. Local governments are categorised into one of four bands based on a model that incorporates factors such as population, diversity of services, significant social, economic and environmental issues and expenditure.

Incorporating Tribunal bands could better reflect the diversity and varying capacity of local government. On the other hand, it could be argued that investment or financial risk is not aligned with the factors used by the Tribunal.

Examples of which local governments fall into which band is provided below:

Tribunal band	Example local governments
1	Bayswater, Bunbury, Gosnells, Kalgoorlie-Boulder, Port Hedland, Swan.
2	Esperance, Harvey, Northam, Nedlands, Vincent, South Perth, Subiaco.
3	Capel, Claremont, East Fremantle, Gingin, Ravensthorpe, Yilgarn.
4	Bruce Rock, Cue, Dundas, Peppermint Grove, Yalgoo, Westonia.

Ability to form a beneficial enterprise based on the Financial Health Indicator

The Financial Health Indicator (FHI) is a measurement of a local government's overall financial health. The FHI methodology was developed by the Western Australian Treasury Corporation (WATC) with input from financial professionals working in local governments across Western Australia.

The result is calculated from the seven financial ratios that local governments are required to report annually. The weighted average of the ratios is used to calculate the overall result.

Local governments that perform better across the seven areas tend to have greater financial health. This method, while useful, can fluctuate significantly from year to year. If this approach was to be adopted an average over, for example five years, would need to be used.

Current 5-year average FHI score	Example local governments
90% +	Belmont, Claremont, Cambridge, Karratha, Melville, Stirling, Swan.
80 – 89%	Bayswater, Harvey, Kent, South Perth, Victoria Park, Wyalkatchem.
70 – 79%	Cottesloe, East Fremantle, East Pilbara, Gingin, Katanning, Perth.
60 – 69%	Collie, Fremantle, Gosnells, Peppermint Grove, Vincent, Westonia.

Ability to form a beneficial enterprise based on risk assessment

Assigning a local government's ability to form a beneficial enterprise according to risk may present a means to reward good governance. Currently, local governments are assigned a risk category by the Department annually based on their financial performance and general governance. By expanding and diversifying the factors taken into account, it may be possible to scale the ability to form a beneficial enterprise to meet the diverse capacity of local government. This method, known as graduated compliance, would be the most sophisticated of the tiered approaches but would also be the most complex to administer and could result in substantial changes year over year.

2018 Risk score	Example local governments
High	Carnarvon, Coolgardie, Halls Creek, Perth, Wiluna, Yilgarn.
Medium to high	Beverley, Cunderdin, Exmouth, Katanning, Mukinbudin, Shark Bay.
Low to medium	Boddington, Gingin, Joondalup, Kent, Mandurah, Vincent.
Low	Bunbury, Dalwallinu, Kalgoorlie-Boulder, Peppermint Grove, Swan.

Ability to form a beneficial enterprise based on local government expenditure

An alternate methodology would be to provide all local governments with the ability to form a beneficial enterprise but to place a cap on the amount of money the local government could invest based on their annual average expenditure.

Under this approach, local governments would only be able to form a beneficial enterprise if the investment was less than a set percentage of that local government's average annual operating expenditure over a set number of years up to a maximum amount.

Example – Ability to form a beneficial enterprise scaled to expenditure

Over the last three financial years a given local government has had an annual operating expenditure of $63 million, $60 million and $59 million. The three-year average annual operating expenditure of the local government is $60.6 million.

Under an approach that provided for a scaled ability to form a beneficial enterprise according to expenditure, the local government would need to have a cost of investment that was less than a set percentage of this average annual expenditure.

In this scenario, if the prescribed percentage was 0.5%, for example, the investment threshold for the local government could be $303,000 (0.5%), $606,000 (1%) or $1.2 million (2%).

Note: The median (average) local government operating expenditure in Western Australia is $10 million. The threshold for the median local government would be:

$50,000 (if set at 0.5%), $100,000 (1%), $200,000 (2%), $500,000 (5%) $1 million (10%).

Risks with limiting which local governments can form a beneficial enterprise

While there is merit in considering if the ability to form a beneficial enterprise should not be available to all local governments, there are disadvantages to restricting the ability.

Some regional and remote local governments see merit in providing commercial services with the intention of arresting or reversing economic decline in regional towns.

In many such cases, private owners are unable to obtain an adequate commercial return from an enterprise or are unable to service the associated debts, resulting in the closure of local businesses with consequential loss of amenity and increased costs for the community. In such circumstances a local government may see opportunities to achieve broader social outcomes that justify accepting reduced financial returns, and thus step into the service gap itself.

Control and accountability of the beneficial enterprise

The underlying principle of company law is that on incorporation the company becomes a 'legal person' with the ability to sue and be sued and make its own decisions.

WALGA has suggested that an appropriate amount of control can be achieved through a Statement of Intent created by the local government prior to establishment of a beneficial enterprise, and which is reviewed annually by the local government. This will allow the local government to link the Statement of Intent with the Community Strategic Plan and other long-term planning objectives of the local government. The objectives in the Statement of Intent would be set by the local government(s) and because the local government(s) would be the majority shareholder(s) the local government will have some ability to control the beneficial enterprise.

While a beneficial enterprise would be a separate legal body from the local government, it would still be one that has been created with public money and assets. As such it raises questions about what, if any, additional accountability measures should be required as part of a governance regime.

Several different accountability mechanisms have been suggested:

- Ministerial approval;
- Audits by the Auditor General; and
- Public meetings.

State Government's role

Any Ministerial approval would address whether processes set out in legislation or policy had been correctly followed. The State Government does not assess the commercial viability of a business proposal, the level of risk to the community or whether appropriate controls are in place.

Auditor General

With the passage of the *Local Government (Auditing) Act 2017*, the Auditor General became responsible for auditing all local governments in line with the responsibility to audit State Government agencies.

In addition to auditing State Government agencies the Auditor General is responsible for auditing or appointing the auditor[4] of all subsidiary bodies (normally referred to as Government Trading Enterprises) formed by the State Government. Similar requirements could be imposed upon a local government that forms beneficial enterprise.

[4] For bodies that formed or registered under the *Corporations Act 2001* (Cth) which are outside of Western Australia.

Public meetings

While companies are required to have annual general meetings for their shareholders, there is no requirement to have a general meeting for members of the public to attend.

Similarly, State Government trading enterprises, for example Water Corporation, are not required to hold public meetings although they are held to account indirectly through the Parliament via the Minister responsible.

If beneficial enterprises were permitted, is it reasonable to expect a beneficial enterprise to hold public meetings and bear the associated costs incurred with hosting a public meeting. In addition to the requirement to hold an annual general meeting of shareholders, which the local government(s) will be able to attend and hold the beneficial enterprise to account on behalf of the community as the major shareholder.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Beneficial Enterprises**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most? City of Kwinana
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?

12. The local government sector has been requesting that it be given additional powers to form independent corporations. These entities could be used to manage part of a local government's existing business activity or pursue new commercial opportunities. To what extent do you support the following statement?
"A local government should be able to create a company known as a beneficial enterprise."
    a. Very unsupportive
    b. Unsupportive
    c. Neutral
    d. Supportive
    e. Very supportive

13. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"There should be no limitations on a Local Government to create a beneficial enterprise." *There should be no limitations on the nature of the beneficial enterprise but there should be limitations with respect to the establishment and operation of a beneficial enterprise. Where possible these limitations should be those in the Corporations Act 2001 rather than a whole set of new provisions in the new Local Government Act*				X	
"Only local governments deemed to be a low risk should be allowed to create a beneficial enterprise." *Low risk would need to be defined in terms that would still allow smaller and/or growth local governments to improve upon their financial situation otherwise this will only allow the larger local governments to increase their revenue base*		X			
"Only local governments that meet a threshold for financial health should be		X			

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
allowed to be create a beneficial enterprise." *Financial health would need to be defined in terms that would still allow smaller and/or growth local governments to improve upon their financial situation otherwise this will only allow the larger local governments to increase their revenue base*					
"Local governments should only be permitted to invest in a company up to a specific percentage of their annual expenditure." *Generally, there is a substantial upfront investment to start-up an enterprise that may require expenditure over the percentage that the new Local Government Act may set. There should be an opportunity to seek approval for an exemption to this requirement, possibly through a submission of a business plan.*			X		
"Only local governments that are in band 1 & 2 of the Salaries and Allowance Tribunal banding should be allowed to create a beneficial enterprise."		X			
"Local government beneficial enterprises should be able to compete with private businesses." *A beneficial enterprise should carry out transactions at arms length to the local government and should be operating without subsidy or competitive advantage as a result of any unfair access or treatment by the local government.*					X
"Beneficial enterprises should have to employ staff under the same pay rates and	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
conditions as employees of local governments." *Whatever sector the beneficial enterprise is operating in then the relevant award should govern the pay rates and conditions.*					
"Local governments should have to tell their community how much they are investing in a beneficial enterprise." *Through the annual report only. No confidential or other documentation relating to business practices should be available to the public that is not a requirement of the Corporations Act 2001.*					X
"Communities should be able to decide if their local governments can establish a beneficial enterprise." Communities should be consulted before a local government establishes a beneficial enterprise however they should not decide whether one can be established.	X				

It is recommended that if this is incorporated into the new Local Government Act that the Department work with the Australian Securities and Investments Commission (ASIC) to develop procedures, guidelines, governance and that ASIC oversee and regulate the disclosures and reporting of the corporations that are created. Any beneficial enterprise established should be subject to the same fee structure as other corporations.

14. Which of the following functions should a local government beneficial enterprise be permitted to undertake?

	Agree	Disagree
There should be no restrictions	**X**	
Local governments should not be permitted to form a company		X
Statutory approvals for example building and planning	X	
Leisure centres	X	
Human resources	X	
Information technology	X	
Airports	X	
Waste management	X	
Parking	X	
Road maintenance	X	
Retail (shops and service stations)	X	
Age or child care facilities	X	
Land development	X	
Caravan parks	X	
Other (please specify)		

15. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The local government should be required to guarantee any debt of a local government beneficial enterprise." *Beneficial enterprises should be treated like any other proprietary limited company.*	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The local government should be able to lend money to a local government beneficial enterprise." *The City is supportive of local governments purchasing shares to allow beneficial enterprises to raise capital.*	X				
"The Western Australian Treasury Corporation should be able to lend money to a local government beneficial enterprise"	X				
"Commercial lenders should be able to lend money to a local government beneficial enterprise"					X

16. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The local government must receive approval from the Minister prior to creating a local government beneficial enterprise." *It is recommended that local governments who wish to undertake a beneficial enterprise are subject to the provisions of the Corporations Act 2001 and are only established after a formal resolution of Council after consideration of any submissions received by the community through the consultation process.*	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The local government must receive approval from the Treasurer prior to creating a local government beneficial enterprise."	X				
"The Office of the Auditor General should be responsible for auditing local government beneficial enterprises."	X				
"A local government beneficial enterprise should be required to hold public meetings." *The annual shareholders meeting should be a public meeting but no other meetings should be required to be held in public.*			X		

17. Do you have any comments or feedback on the ability of a local government to form a beneficial enterprise? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



Community Engagement

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Inclusive includes topics that focus specifically on how local governments represent and involve their communities in decision-making. As the tier of government closest to the community, there is an expectation that local governments represent the whole community, recognise diversity within their district and are responsive to community needs.

The topics addressed in this theme are:

- Elections;
- Community engagement;
- Integrated planning and reporting; and
- Complaints management.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

Local governments often need to make difficult decisions. Matters such as planning, whether to invest in a project, or the future direction can divide communities. While local governments are tasked with providing for the good governance of their district and council members with representing the interests of their community, it can be a challenge balancing the community's competing priorities.

Community engagement is the process of working collaboratively with and through groups of people affiliated by geographic proximity, special interest, or similar situations to provide input that enhances decision making processes on issues that may impact on their well-being or interests. It can be used as a key method for local government to navigate community priorities. It encompasses the way in which local governments inform, consult, engage and empower activity by the community.

Effective community engagement contributes to building trust between the community and the council and raises the quality of decision making which reflects the needs and aspirations of the community. Community engagement works best where it is an ongoing process enabling relationships and trust to build and strengthen over time, and strengthens representative democracy while building community capacity.

IPR and community engagement

In 2011, the Integrated Planning and Reporting (IPR) framework was introduced with a focus on community involvement through strategic community planning. This was the first time in Western Australia that community engagement was formally required of local governments by legislation. IPR is the subject of a separate consultation paper. This paper focuses on community engagement that extends beyond IPR.

What makes good community engagement?

Currently, local governments are required to engage with the community when creating their ten year Strategic Community Plan. The community must also be consulted on such matters as local laws, differential rates, planning and other matters and aspirations that are relevant to the diverse needs of individuals within a community. The current extent of community engagement simply stops at inviting submissions but engagement should be more than that.

Best practice in community engagement goes beyond the requirement to simply consult and can be more impactful when decision making is done in conjunction with the community from the beginning of a project proposal. Establishing effective partnerships between local government and communities results in a greater sense of ownership, greater take-up of services and initiatives, and better outcomes for all community groups, reducing the chances of marginalisation while encouraging unified community outcomes.

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Community engagement also needs to allow for socially disadvantaged groups within a community to engage and highlight the important issues that may not be captured by traditional amenities, for example no disability access in some shopping mall entries. There is a need for local governments to have systems in place to help identify how to adequately engage different stakeholders in the community, such as Culturally and Linguistically Diverse (CaLD), Aboriginal people, youths, children, seniors, and people with disabilities. Identifying how to best engage diverse communities across Western Australia in a meaningful way is an important step in community engagement.

Community engagement can be done in many effective ways to allow participation in decision making of projects that impact members of the community. Due to the diverse needs and requirements of local governments in Western Australia, methods of community engagement should be scaled to best reflect their community. It could be something as simple as going door to door to engage with community members in relation to plans for a local park.

The International Association for Public Participation (IAP2) has produced a public participation spectrum that provides guidelines on the different levels of public participation. The IAP2 structure outlines what it looks like to inform the public compared to empowering the community in decision making. The level of participation varies depending on the situation. If a local government needs to close a bridge or road to carry out repairs, informing or consulting may be all that is necessary. Alternatively, by involving, collaborating or empowering the community in decision-making, it can help create community ownership of projects and build relationships between the community and local government.

Below are some innovative ways showing how local governments can and have engaged their community.

Participatory budgeting

Participatory budgeting is a process in which the community can contribute to decision-making over part, or all, of a government budget. There are a number of methods that can be utilised to engage in participatory budgeting as can be seen on the table below.

Year and city	Budget area and outlook	Proportion of budget available for PB	Key methods used
2012 Canada Bay, NSW	All services and operating — 4 year period	Dollar amount not stipulated (2013/2014 budget of $72 million)	Deliberative community panel

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Year and city	Budget area and outlook	Proportion of budget available for PB	Key methods used
2012 Melville, WA	Community grants budget — 1 year	$100,000 (Of total operating budget of $87.3 million in 2012/2013)	Workshops Online budget allocator tool to vote
2013 Geraldton, WA	All capital works — 10 year period	$68 million (Total capital works budget)	Deliberative community panel
2014 Geraldton, WA	Services and operating — 1 year	$70 million (Total services/operating budget)	Deliberative community panel
2014 Darebin, VIC	New community infrastructure capital budget — 2 year period	$2 million ($1 million per year) (Total capital works budget of $40.3 million in 2014/2015)	Public submissions Deliberative citizens' jury
2015 Melbourne, VIC	All services and operating — 10 year period	$5.9 billion (Total budget)	Deliberative community panel

Like any venture that requires genuine and transparent engagement, this process can be resource-intensive to set up. Participatory budgeting helps the community get involved in what they expect to see from their local governments, and provide a priority list of what is important to them. It also helps them understand the complexities that lie in resource allocation, providing an opportunity to appreciate the work their local government has to go through to provide appropriate services.

Citizens' juries

There are no shortages of innovative ideas to engage communities across Australia. The use of citizens' juries is an example of one such innovation. Citizens' juries provide the opportunity for randomly selected members of the public to deliberate thoroughly over an issue. This process creates a balance between experts and the public and gives elected members' confidence that public judgement can contribute to better decision making. The juries differ in their scale, size, scope and resource level but are all used to improve the complexities surrounding the decision-making process of local governments.

A citizens' jury can be created by sending out invitations to a randomly selected group of rate-payers, or asking community members who are interested to respond to an

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expression of interest on a matter that affects the entire community. The final panel is usually selected based on the responses received, diversity and representation of the larger community. The process is enabled by a skilled facilitator, and the panel on the citizen jury are provided with expert help throughout the deliberation process to ensure they have the best tools available to make a decision.

At the end of the process, the jury will issue the findings to the council who will then determine how to implement the proposals. Like participatory democracy, this process can be resource-intensive, and as such has associated risks attached. A jury is especially useful when a council wants to know what an informed, representative group of people think about a particular issue that will affect the entire community such the development of a new large scale community facility such as a recreation centre.

In the age of technology, there is no shortage of innovative ways to encourage civic engagement by members of the community. The South Australian government has created a website known as **yourSAy** that is an online consultation hub where members of the community can register their interest and actively contribute in a variety of projects and initiatives. Through this platform, government agencies across the State are able to run consultation on matters that affect the community in various forms. Citizens' juries are one of the methods used. The City of Perth also uses a dedicated website known as **Engage Perth** to allow engagement on projects and important decisions.

Community engagement across Australia

Jurisdiction	Policy or Legislation
Western Australia	• Local governments must plan for the future. • Regulation requires local governments to have a Strategic Community Plan that together with a Corporate Business Plan forms a plan for the future of a district. *The Strategic Community Plan is in relation to IPR requirements under the *Local Government Act 1995* (the Act) which is a theme of another paper.
New South Wales	• Each local government must prepare and implement a community engagement strategy for engaging the local community for the development and review of the Community Strategic Plan. A community engagement strategy must be based on social justice principles, for engagement with the local community when developing the community strategic plan. • Needs to provide time for the community to actively engage. • Local governments utilise up-to-date demographic data that assists them to identify specific groups in the community which may be useful to target.
South Australia	• Must have a public consultation policy.

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Jurisdiction	Policy or Legislation

	• Use a Community Engagement Charter (to ensure the community is at the forefront of the planning process).
	• Activities covered by the Charter are State Planning Policies, Regional Plans, Design Standards, Re-zoning, and Infrastructure and Delivery Scheme however development assessment is not entirely covered.
	• The State Planning Commission has the authority to:
	  ○ Give directions; or
	  ○ Step in if it considers the entity has failed to meet the standards set in the Charter.
	• The Commission is responsible for establishing and maintaining the Charter, reviewing it every five years, with subsequent amendments subject to change at any time by the Commission.

Victoria	• Councils must comply with a good governance guide. This clearly sets out the role each party plays in consultation and community engagement. The guide covers areas in the *Local Government Act* on which good governance will have an impact (http://www.vlga.org.au/News-Resources/Resources/Good-Governance-Guide). • A Bill is currently under consideration which extends community engagement. This is discussed in greater detail below.
Tasmania	• Councils must adopt a strategic plan with a statement of procedures to be carried out in relation to consultation with the community.

Queensland	• Local governments must abide by five principles to ensure that they are accountable, effective, efficient and sustainable. These principles are:
	  ○ Transparent and effective processes, and decision-making in the public interest;
	  ○ Sustainable development and management of assets and infrastructure, and delivery of effective services;
	  ○ Democratic representation, social inclusion and meaningful community engagement;
	  ○ Good governance of, and by, local government; and
	  ○ Ethical and legal behaviour of councillors and council employees.

Community Engagement Charter and policies

South Australia has created a Community Engagement Charter to change the way planning interacts with the community by inviting community members to provide input on planning policies that will shape the places they value.

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The charter must be used to guide public participation in the preparation and amendment of designated policies, strategies and schemes.[1]

The charter creates a flexible, effective and meaningful framework for engagement that aims to:

- Foster better planning outcomes that take account of the community views and aspirations;
- Establish trust in the planning process; and
- Improve the community's understanding of the planning system.

This could be used as a model for other aspects of a local government's activities.

The Victorian Parliament is currently considering a new local government Act which legislates community accountability as part of the overarching principles that support council governance. Under community accountability, councils will be required to adopt and maintain a community engagement policy. This must be done in consultation with the local community. The proposed Act then goes on to set out what a community engagement policy must have, the principles that guide the policy and what matters require engagement.

In Queensland, to ensure that local governments are accountable, effective, efficient and sustainable, any action that is taken under their local government Act needs to be consistent with the local government principles listed in the table above. Local governments must be socially inclusive and undertake meaningful community engagement.

What are the opportunities for reform?

There is currently nothing in Western Australia to guide community engagement although some local governments undertake community engagement very well. A charter allows a streamlined opportunity for local governments to communicate when, how and on what matters the community will be engaged. A charter can help councils identify the importance of matters to engage on, evaluate the resources needed and provide guidance on the best methods to engage on a particular issue. The IAP2 spectrum of public participation can help local governments identify when and how to engage the relevant stakeholders in a community.

To achieve a cohesive framework, the charter should cover the following:

- Set engagement requirements;
- Set principles that can deliver performance outcomes to ensure that engagement must be genuine, inclusive and respectful, fit for purpose, informed and transparent and processes must be reviewed and improved; and
- Set methods to measure performance.

[1] http://www.saplanningportal.sa.gov.au/__data/assets/pdf_file/0009/449496/Community_Engagement_Charter_-_April_2018.pdf

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A charter can be adapted to suit the local government and its community but have a set of minimum requirements to achieve effectiveness.

There is currently no requirement for community engagement beyond IPR in Western Australia. Identifying the role of the community clearly in the objects of the Act is a good starting point to identify how engagement should be determined.

The Act could set out principles that guide how a local government should address community engagement, including how it will engage with those that are socially disadvantaged. By providing a principle-based framework instead of being prescriptive on how engagement should be conducted, there is an opportunity to create a space for genuine engagement instead of just another criterion with which local governments have to comply.

Local governments are then able to determine how to best put the principles into practice. As has been identified above, there are a number of existing resources available to assist local governments such as the IAP2 framework and other online resources on best practice community engagement.

Social media

As social media continues to advance, platforms such as Twitter, Facebook and Instagram are being used by local governments as a tool to strength community engagement. While social media is being embraced by the sector, concerns have been expressed at the negative and undisciplined way it is being used. This was especially evident during the 2017 local government election.

Though it can be great tool for community engagement, social media has unfortunately also given rise to “keyboard warriors” who have launched attacks against council members and local government employees. Other than pursuing defamation, there is no specific legislation that addresses this issue.

An option for reform is to introduce a legislative requirement that local governments must adopt a social media policy. The policy would not only address the use of social media by council members and staff, but also the appropriate use of social media in community engagement.

This policy would be supported by the Mandatory Code of Conduct that will apply to council members and candidates and is being introduced as part of earlier Act Review consultation.

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What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

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***Survey* - Community Engagement**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?
12. What methods of engagement do you believe are most effective (please select all options that apply)
    - **a. In person**
    - b. Telephone

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c. Online
d. Community forums
e. Citizen juries
f. Other (please specify)

13. How could local governments engage with different community groups (e.g. young people, seniors, families, people with disabilities, Aboriginal people and people from Culturally and Linguistically Diverse communities, etc.)?

The City does not agree that the means of community engagement should be prescribed. Determining what is the appropriate community engagement method/s should be up to the local government to decide for the different groups in the community and the purpose of the engagement.

14. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The Act needs to set rules for community engagement by defining what community engagement is and how it should be done."	X				
"Local governments should be required to adopt a community engagement charter or policy."					X
"All local governments should operate under a universal community engagement charter or policy." *The demographics of a community are very different between one local government to another.*	X				
"Local governments should determine if they require a community engagement charter or policy and the content of that charter or policy."					X

15. Other jurisdictions have included principles with their engagement charter. How relevant do you believe each of these principles are?

	Irrelevant	Neutral	Relevant
Engagement is genuine			X
Engagement is inclusive and respectful			X

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	Irrelevant	Neutral	Relevant
Engagement is fit-for-purpose			X
Engagement is informed and transparent			X
Engagement processes must be reviewed and improved			X

These principles should not be prescribed in legislation.

16. In what circumstances should local governments be required to engage with the community? (please select all options that apply)

a. When preparing or reviewing their Strategic Community Plan
b. When preparing their annual budget – *for rating purposes*
c. Making a local law
d. Planning matters – *only for applications that currently require notification*

e. Emergency and community infrastructure planning

f. Only when the local government determines that it is necessary
g. Other (please specify)

Long Term Financial Plan which will include community infrastructure planning.

17. Would you like to make any further comments regarding community engagement?

Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.

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Complaints Management

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Inclusive includes topics that focus specifically on how local governments represent and involve their communities in decision-making. As the tier of government closest to the community, there is an expectation that local governments represent the whole community, recognise diversity within their district and are responsive to community needs.

The topics addressed in this theme are:

- Elections;
- Community engagement;
- Integrated planning and reporting; and
- Complaints management.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

Local governments deal with many complaints each year due to their very nature of being the first point of contact for the public. Complaints are an important way for the management of an organisation to be accountable to the public. If not handled well, complaints can lead to a significant breakdown in trust and can spill over into other areas of the local government's operations.

Role of the Ombudsman

When complaints are not effectively dealt with by the local government, complainants may take their complaint to the Ombudsman. The Ombudsman is an independent officer of Parliament with the responsibility to investigate the actions of public authorities including local governments. One of the principal functions of the Ombudsman's office is receiving, investigating and resolving complaints from the public sector, local governments and universities.

What is a complaint

To be able to effectively categorise and manage complaints, there needs to be a common understanding of what constitutes a complaint.

The Australian/New Zealand guidelines for complaints management in organisations AS/NZ 10002:2014 (The Standard) defines a complaint as:

> "Expression of dissatisfaction made to or about an organisation related to its products, services, staff or the handling of a complaint where a response or resolution is explicitly or implicitly expected or legally required."

A complaint "**is not** a request for information about council services, a request for action or feedback or suggestions from the public about council's services and administration."

The Standard provides guidance on complaints management within an organisation including the planning, design, operation, maintenance and improvement of the organisation's complaints management systems.

The Standard emphasises that active commitment at a local government's highest level is essential for effective complaints management. If complaints are managed effectively and transparently it can improve public confidence in local governments and provide a mechanism for local governments to review their efficiency and effectiveness. As a result, it is imperative to have policies and procedures in place to deal with a complaint well from when it is first received.

Complaints are driven by dissatisfaction felt by the complainant on issues they feel are explicitly or implicitly expected or legally required. Even when a person's conduct may be unreasonable, there may still be a valid complaint and the complaint should be handled appropriately. Labelling a person using terminology like vexatious or frivolous can negatively influence how they are perceived and responded to within a complaint

handling system. Local governments need to have appropriate strategies in place for managing unreasonable conduct by a complainant fairly, ethically and reasonably. Both the Standard and the Ombudsman provide excellent guidance tools on key principles for dealing with unreasonable complainants.

How Jurisdictions deal with complaints across Australia

Jurisdiction	Policy and Procedure

Western Australia	A local government's annual report is to include:
	• Details of the entries made under section 5.121 during the financial year in the register of complaints, including -
	  ○ The number of complaints recorded in the register of complaints; and
	  ○ How the recorded complaints were dealt with; and
	  ○ Any other details that the regulations may require; and
	  ○ Such other information as may be prescribed.

South Australia	• If a complaint is unresolved an external member can ask for an internal review.
	• All councils must develop and maintain policy, practices and procedures for dealing with:
	  ○ Any reasonable request for the provision of a service by the council or for the improvement of a service provided by the council; and
	  ○ Complaints about the actions of the council, employees of the council, or other persons acting on behalf of the council.
	• Council must ensure that copies of documents concerning the policies, practices and procedures are available for inspection by the public.

Queensland	• Councils must adopt a process for resolving administrative action complaints. • Councils must have written policies and procedures that support the complaints management system.
Tasmania	A council must adopt a Customer Service Charter that: • Specifies the principles relating to services provided by the council; and • Specifies the procedure for dealing with complaints relating to services provided by the council; and • Includes any prescribed matter. A council must review the Customer Service Charter at least once every two years. The *Local Government (General) Regulations 2015* prescribes what a customer service charter adopted under the Act must include, providing clear guidance to local governments on how to write an appropriate customer service charter.

Jurisdiction	Policy and Procedure
Victoria	Amendments currently under consideration will require councils to develop and maintain a complaints policy for dealing with complaints made to the council. The policy must incorporate a review process, carried out by a person who is independent from the original decision maker or service provider.

What are the opportunities for reform?

There is currently no legislative requirement for local governments to have complaint handling processes other than the need to address how they dealt with complaints in the annual report.

According to research conducted by the Department, almost 50% of local governments in Western Australia either have no, or very limited, documented complaints handling processes. Furthermore, many local governments do not have easily accessible complaints handling processes which impacts a local government's commitment to transparency and accountability. The purpose of this review is to explore options to equip local governments with tools to better deal with external complaints from members of the public and their communities.

In a bid to modernise the *Local Government Act 1995* (the Act) in line with the message of being agile, smart, and inclusive, identifying what works best for the diversity of needs across Western Australia is essential. Streamlining processes while creating mechanisms that can allow a flexible, fit-for-purpose way of ensuring all local governments get the most out of complaints management is essential for Western Australia.

Complaints management policies and procedures

A legislative requirement for complaints management may encourage local governments to adopt and actively work on better complaints management. The Australian/New Zealand guidelines for complaints management in organisations recommends that organisations should implement a complaints management system.

The Standard states that an organisation should establish an explicit complaints management policy setting out its commitment to the effective management of complaints. The policy should be supported by procedures dealing with how the complaints will be managed by the organisation, who will be involved in that process, and their roles. In South Australia, the legislation prescribes the minimum procedures that local governments must address, whereas in Queensland, the legislation simply provides that local governments must have written policies and procedures that support complaints management.

All local governments could be required to adopt the Standard, including the following key requirements:

- The adoption of a clear definition of complaints in line with the Standard;
- Policies and procedures that clearly set out how the local government handles complaints, for example providing timeframes and requiring a person independent of the initial matter to be responsible;
- Provisions for how complaints are to be resolved and for when matters are referred to an external body, for example the Ombudsman; and
- A requirement for local governments to make their policies and procedures easily accessible to the public.

Customer service charter

A customer service charter is a policy document used to provide the principles and guidelines a local government may use for complaints management. A charter is a fit-for-purpose tool to identify complaints management policies and procedures. The charter should be available on a local government's website to outline how a local government manages complaints from the public. A customer service charter should provide:

- The principles relating to the services provided by the council; and
- The procedures for dealing with complaints relating to services provided by the council; and
- Any other information a local government deems essential.

The Public Sector Commission website (https://publicsector.wa.gov.au/document/customer-service-charter) provides a good example of a customer service charter.

Should there be an internal independent review process for unresolved complaints?

Clear policies and procedures to handle complaints should provide both the local government and community with adequate avenues to resolve their grievance and close the loop on what can be a resource burn for the industry. The nature of complaints means that not every issue will be satisfactorily resolved. To ensure due process, the Act could require a local government to specify a process for the review of decisions.

This review process would be carried out by a person who is independent from the original decision maker or service provider. An internal independent reviewer may take the form of a different staff member, a committee created by the local government, tabling of the decision for review by council or hiring an independent reviewer. This option needs to consider the cost implications that may arise, especially for smaller local governments.

The Ombudsman website provides great examples of good complaints managements on both reasonable and unreasonable complainant conduct which is easily accessible by everyone.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Complaints management**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of the organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?
12. What matters need to be considered in complaints management policies and procedures (please select all that apply)
    - a. the application must be made
    - b. How a response to a complaint is to be made

c. Opportunities for a review of a response
d. The timeframes related to the process or review
e. Notification requirements of the process
f. Reporting of the complaints received
g. Internal independent review of complaints
h. None of these options
i. Other (please specify)

It is recommended that the policy and procedures are a requirement however the contents of the policy and procedure should be determined by the local government.

13. To what extent do you support this statement?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
"A customer service charter should set the framework for local government complaints management." *It is recommended that a local government have a complaints policy and procedure and this should be separate to the local government customer service charter which should focus on the efficiency and effectiveness of service and related standard.*	X				

14. Should a local government customer service charter be a legislative requirement?
    a. Yes
    b. No
    c. Unsure

15. Who should review unresolved complaints (please select all options that apply)?
    a. Different staff member in the local government
    b. A qualified complaints management officer
    c. A committee created by the local government
    d. A tabled decision for council to determine
    e. None of the people or groups listed above
    f. Other (please specify)

There are sufficient existing avenues for resolution of unresolved complaints, for example, the Ombudsman, Public Sector Commission, Standards Panel and the DLGSCI.

16. Do you have any additional comments on the topic of complaints management? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



Council Meetings

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Smart includes those topics that focus specifically on how local governments can best use their resources efficiently and rationally. It is important that they are transparent and accountable to their communities.

The topics addressed in this theme are:

- Administrative efficiencies;
- Council meetings;
- Interventions; and
- Local laws.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

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Introduction

Council meetings are the mechanism by which council makes decisions. To ensure transparency council meetings are held in public, although certain matters can be heard behind closed doors. Council meetings also provide an opportunity for public question time.

The *Local Government Act 1995* (the Act) establishes the framework for council meetings. This framework is further supported by standing orders set by council and enacted as a local law. These standing orders typically deal with matters such as:

- The order of business and standing items;
- Procedures for debating motions;
- Procedures for taking public questions; and
- Procedures for making representations at council meetings, known as deputations.

The rules concerning the operation of council meetings today have not changed significantly since 1995. Within the legislative framework opportunities may exist to modernise council meetings and ensure that current practices align with community expectations.

Public question time

Legislation provides that a minimum of 15 minutes of each council or committee meeting is allocated to public question time. Public question time is an important opportunity for people to interact with their council and is seen by many in the public as a way to apply scrutiny and rigour to council decision making.

Managing time during question time can be difficult due to people:

- Wanting to make statements rather than ask questions;
- Asking repetitive questions;
- Asking inappropriate questions; and
- Asking a large number of questions.

At the same time, dissatisfaction with the management of public question time and perceptions about the quality or comprehensiveness of answers provided at question time is often a catalyst for distrust between council and residents and can escalate to larger issues of governance and ineffective community engagement.

What are the opportunities for reform?

In order to engage a greater number of ratepayers in council meetings, it may be necessary to alter the way the public interact with elected members.

Different means to ask questions

Currently, there are no provisions in the Act that regulate how individuals may ask questions, though it is generally a given that the person would be present at the

meeting. Attending a council meeting is not always convenient or possible for everyone in the community. The use of technology may present a way for question time to be modernised. For example, using email or social media as a means of accepting questions may foster greater community interaction, strengthen inclusivity and increase the utility of public question time. Live streaming of council meetings would enable people to receive answers even when not in attendance.

Managing public question time effectively

Managing public question time can be challenging. The freedom afforded to local government in the Act means that different rules for public question time exist across local governments. Greater prescription in the Act could provide clear and consistent rules for public question time. This, in turn, may assist in managing the expectations of public question time in areas such as:

- Whether a question must be lodged prior to the meeting;
- If a question must be lodged, how the question is to be lodged;
- When a question must be lodged;
- The maximum length of a question per person;
- The maximum number of questions per person;
- The maximum period for questions;
- Information that the person asking the question must provide;
- The process for taking questions on notice; and
- The process for asking questions that could not be asked due to time constrictions.

Public Statement Time

As a means of encouraging public engagement and promoting transparency, a period of time allowing members of the public to address council without asking a question could be introduced.

Managing interests

Councils often need to make important and difficult decisions that impact the community. It is important that these decisions are free from improper bias or influence. Council members are part of the community they serve. Many councillors also have a full-time or part-time job, which might include running their own business and are likely to be involved in community groups and sporting associations. It is inevitable that council members will from time to time will have conflicts of interests. Providing an appropriate framework for these real and potential conflicts of interest is key.

Currently, a member with an interest in a matter to be discussed at a meeting is required to disclose the interest to the Chief Executive Officer prior to the meeting, or at the meeting before the matter is discussed. The interest is to be brought to the attention of the meeting prior to the relevant matter being discussed.

The Act identifies several different types of interests: direct financial interests, indirect financial interests and proximity interests.

Financial interests

A person has a financial interest if it is reasonable to expect that a council decision on a matter will result in a financial benefit or detriment to that person. These interests arise commonly as council decisions regularly affect businesses and financial outcomes.

Proximity interests

A person has a proximity interest in a matter if it concerns a proposed change to a planning scheme, zoning, or development of land that adjoins the person's land. The affected land must adjoin the councillor's land to qualify as an interest. This may be too narrow a definition, as developments on the councillor's street, for example, may also be likely to influence decision making.

Indirect financial interests

An indirect financial interest results from a financial relationship existing between the councillor and a person who requires a local government decision in relation to a matter.

Impartiality interests

An impartiality interest is an interest that may adversely affect the impartiality of the person and includes an interest arising from kinship, friendship or membership of an association. These must be disclosed when they arise but the council member participates in the discussion on the matter and votes.

Gifts

Reforms to the Act announced in August 2018, specify that a conflict of interest will exist for any elected member if a matter comes before council from the donor of any gift or gifts totalling over $300 in a twelve-month period. The council member must declare the conflict and remove themselves from the meeting while the matter is considered.

Interests not requiring disclosure

There are a number of situations in which a person is not required to declare an interest in a matter. This includes the situation where an interest is common to a significant number of electors or ratepayers. The term "significant number" is unclear and may cause confusion as to whether the interest needs to be declared.

Changes in the valuation of land are not deemed to be an interest if the change affects a planning scheme for an area or the zoning or development of land in a district. That is, there is no interest where the person's land is affected generally, as part of a larger area, rather than individually.

Exemptions granted by the Minister

A council member who makes a disclosure must not participate in the meeting where it relates to their interest, unless permitted by the council or Minister. The other council members can only decide to allow the member to participate if they deem that the interest is trivial enough to not influence decision-making, or is common to a significant number of electors and ratepayers.

The council or the Chief Executive Officer may apply to the Minister to allow the disclosing member to participate in the part of the meeting relating to the matter. This can occur if the Minister is satisfied that there wouldn't be enough council members to form a quorum to deal with the matter, or if it is in the interests of the ratepayers to do so.

A council or a Chief Executive Officer may apply to the Minister to exempt the members of a committee from the disclosure of interests. The Minister may grant the exemption if the Minister believes it is in the interests of the people to do so.

Related party transactions

During earlier consultation of the review, submissions were received concerning the related party transactions. Amendments to these provisions will be considered as part of broader reforms to the financial management framework.

What are the opportunities for reform?

The current legislative framework is quite prescriptive regarding interests. It is a comprehensive scheme seeking to capture potentially all instances of conflict between a councillor's role and their private interests, rather than a more general test of 'material personal interest'.

However, potential gaps still exist in the definitions of interest. There are questions as to what would qualify for exemption as an interest that affects a sufficient number of ratepayers, or as membership to a not-for-profit organisation. As an example, a council member may be a member of an organisation such as a sporting club or other social association which has an application before council for a grant or waiver of rates. The council may be open to exploitation, particularly if the member in question is a prominent member or holds a level of influence in that local government.

The definition of proximity interest may be too narrow. The current regulations require a proximity interest to occur where a proposed development is directly adjacent to, or across from, the member's property. It seems reasonable that developments occurring on the same street as the member's property could have a significant influence on the member's decision, yet this is outside of the current regulations. The same may be said for developments in the vicinity of the person's workplace or their children's school.

The current legislation does not prevent the disclosing member from discussing, or participating in the decision-making process on the question of whether an application for an exemption should be made to the Minister. This may be an issue if the councillor is able to sway opinion on the matter.

Reporting interests

During earlier consultation of the review, several submissions recommended reforms that would also require another member or employee to report an interest of another. A disclosure of this kind could potentially be dealt with in two ways: by the Mayor or President determining that an interest existed and the person should not participate in the meeting, or alternatively by the council voting on the matter. It may be the Mayor or President that has the conflict. While this concept may strengthen the identification of interests and accountability, it needs to be considered in the context of council cohesiveness and conduct.

There remains a need to simplify the subject of interests and how they are dealt with during council meetings.

Remote attendance

Currently regulations allow council members to attend council meetings remotely in specific circumstances. To be eligible for remote attendance, the person (unless they have a disability) must be located in a council-approved place in a townsite that is at least 150km from the meeting venue. Even if a person is eligible, it is the council's decision whether they approve the remote attendance or not. A council is also not permitted to have members attend remotely for more than half of the meetings in a given financial year.

A member is present if they are in audio contact, by telephone or other means, with the other members of the meeting. The advancement of technology has made video calls part of everyday life and this should be reflected in modern meeting practices. Remote attendance is of particular benefit in remote areas where elected members would otherwise have to travel great distances to be present.

What are the opportunities for reform?

Expanding the instances in which remote attendance is allowed will help to ensure that local issues are heard and voted on by all elected members. It may also reduce the number of instances in which a quorum is not present, thereby allowing the local government to run more effectively.

Reducing, or removing altogether, the 150km distance requirement may improve outcomes for elected members and the community. This increased flexibility may facilitate more efficient use of councillor's time and possibly encourage a larger pool of individuals interested in nominating to become an elected member.

The advancement of modern technology allows individuals to be in contact with the members present at the meeting from anywhere in the world. In modern times, the requirement that a councillor be in an approved townsite does not appear to serve a functional purpose.

There is some ambiguity as to whether the person must be within their local government district to attend remotely. This is not specified within the current Act, however there is an interpretation that a person must be within Western Australia for Western Australian law to apply. There is then a potential opportunity to expand the legislation to allow individuals to participate from interstate or even internationally by specifying that the law that applies is the law in the jurisdiction of the district.

A potential issue with remote attendance arises when a secret ballot is required. As they would have to submit the vote electronically or on the phone, it would be very easy to identify the remote attendee's vote. This issue could be remedied by implementing electronic voting for all council members. It is also arguable that in-person attendance aids in promoting trust and relationship-building between council members.

Meeting procedures

It is important that council meetings are governed by a set of rules to ensure they are transparent and effective. These rules are set out individually by each local government in local laws. As there are 137 local governments in Western Australia, there is scope for great inconsistency.

What are the opportunities for reform?

Minutes of council and committee meetings

Submissions to earlier consultation of the Act Review recommended that the responsibility for keeping minutes of council be shifted to the Chief Executive Officer rather than the presiding member. This is because the keeping of minutes is an administrative function that, as the head of the administrative arm of local government, should be the responsibility of the Chief Executive Officer.

Minutes of confidential portions of meetings

There has been some confusion regarding the taking and publication of minutes in relation to confidential matters. The minutes of council meetings must include details of each motion moved at the meeting and the outcome of the motion, including confidential motions. However, confidential minutes are not to be published. It has been suggested that greater clarity is required in legislation to emphasise this distinction.

Revoking or changing decisions

It may be beneficial to further clarify and strengthen the rules regarding revoking or changing council decisions. It is proposed that these rules be revised to explicitly state that the rules concerning revoking or changing decisions of council do not apply after

the decision has been implemented. This change will assist in ensuring certainty of council decisions without affecting their flexibility, as subsequent decisions on the matter can still be made if need be.

General Electors' Meetings

A general meeting of the electors of a district is to be held once every financial year. The purpose of the annual electors meeting is to discuss the contents of the annual report and any other general business.

What are the opportunities for reform?

The Western Australian Local Government Association (WALGA) and the local government sector have long called for the requirement to hold a General Electors' Meeting to be scrapped on the basis that very few members of the community attend and that there are other opportunities to ask questions of council. Annual electors' meetings are not required in any State or Territory other than Western Australia.

Another opportunity for reform is to combine the General Electors' Meetings with an OCM.

Special Electors' Meetings

Special Electors' Meetings may be called if a sufficient number of people within a district request one. The current requirement to call a meeting is either 100 electors or 5% of the total number of electors, whichever is less. These meetings are usually called by electors to discuss an issue affecting the district.

These meetings provide an opportunity for people to have their say but may be unhelpful due to the potential for conflict between the council and electors. There is also nothing currently preventing a number of Special Electors' Meetings being called on the same matter. While the local government is obligated to call the meeting if the required number of electors request it, any resolutions passed at the meeting are not binding upon the council.

What are the opportunities for reform?

Special Electors' Meetings are not held in Victoria, New South Wales or South Australia and are held in varying circumstances in other States. None of the States that provide for Special Electors' Meetings allow for the public to call such a meeting. In Queensland, the Mayor and Chief Executive Officer may decide to call a Special Electors' Meeting, whilst in Tasmania a special meeting may be convened by the Mayor. This only takes place at the request of three or more councillors. As electors' meetings are hardly used in other States, this may imply that these meetings are not essential to the functioning of local government.

In order to ensure that Special Electors' Meetings are called only when necessary, the threshold of electors required to call a meeting could be raised. Increasing the number of electors required from 100 to 500 may assist in preventing unnecessary meetings.

In order to prevent numerous meetings on an issue, a requirement that a meeting cannot be held to discuss the same issue more than once in a 12 month period, could be introduced.

If Special Electors' Meetings are to remain, it may be worthwhile to ensure the procedures for electors' meetings are in accordance with the meeting procedures adopted by the council. This would replace the rules set by the presiding member of the meeting as is currently the case. This allows known and approved processes to be followed.

Access to information for council members

During earlier consultation of the Act Review, several submissions from current and former council members dealt with the application of section 5.92 of the Act, which states that council or committee members can have access to any information held by the local government that is relevant to the performance of the council member's functions.

These submissions argued that the local government administration had withheld information from them that was relevant to their duties or that this information had only been provided after considerable effort and repeated requests.

What are the opportunities for reform?

The current legislation provides a mechanism to limit the information that council and committee members have access to – it must pertain to the functions and duties that they are currently undertaking. This limitation is important so as to not expend a local government's resources finding information about decisions or activities undertaken that bear no relevance to the current issues.

As the legislation is currently written, the power to decide what is relevant rests with the Chief Executive Officer of the local government. The question of what is relevant to the performance of a council member's function is a subjective one, and currently it is based on the opinion of the Chief Executive Officer alone. It may be appropriate to include a mechanism within the Act to allow the review of that decision. Considering the very nature of the question and the possible confidentiality of the material, this may be a question most appropriately reviewed by the council itself.

A mechanism that could be used is to allow the council member to move a motion in council to request the information. The moving of the motion will trigger a debate, wherein the council of the local government can consider why the council member requires the information and can assess the utility of providing the information.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Council Meetings**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most?
9. Would you like to be updated on the progress of *the Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?

12. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
"The process for public question time should be consistent between councils."	X				
"Public question time is an important feature of council meetings."					X
"People unhappy with the quality of the answer given at public question time should be able to escalate the matter to an independent person."	X				

The public question time process should be outlined in a local government's Standing Orders.

13. Should council members be able to participate in meetings remotely?
    a. Yes
    b. No
    c. Unsure

    If yes, how?

    If there are facilities available to allow the Elected Member to view the Chambers and for the Chambers to view the Elected Member. For example, using Skype.
    There should be some parameters around when an Elected Member can participate remotely, such as, when ill, when attending a conference or training course or travelling and they are a certain distance away from the meeting location.

14. Could General Electors Meetings be combined with or held consecutively with an Ordinary Council Meeting?
    a. Yes
    b. No – *the General Electors Meeting could be held consecutively with an Ordinary Council Meeting but not within.*
    c. Unsure

15. Should Council Meetings be live streamed? **No**

16. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Legislation should set rules for recording confidential items in minutes."					X
"Local governments should be required to publish unconfirmed council meeting minutes prior to the local government's next council or committee meeting."					X
"The CEO rather than the Presiding Member should be responsible for the minutes of council and committee meetings."	X				
"The rule concerning council's ability to revoke or change a decision should be amended to clarify that it only applies to decisions that are yet to be implemented." *A Council should be able to revoke or change a decision. The following is an example of the rules that should be included:* *The Council or a Committee shall not vote on a motion to revoke or change a decision of the Council or Committee whether the motion of revocation or change is moved with or without notice, if at the time the motion is moved or notice is given- (a) action has been taken to implement the decision without having considered a statement of impact prepared by or at the direction of the CEO of the legal and financial consequences of the proposed revocation or change; or (b) where the decision concerns the issue of an approval or the authorisation of a licence, permit or certificate, and where that approval or authorisation of a licence, permit or certificate has been put into effect by the Council in writing to the applicant or the applicant's agent by an employee of the council authorised to do so.*	X				

17. To what extent to do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The requirement to hold an annual electors meeting should be removed."	X				
"The ability to call a special electors meeting should be removed."					X
"The number of times that a special electors meeting can be called on the same matter should be restricted."					X
"The number of electors required to hold a special electors meeting should be increased."					X
"The Local Government's standing orders should apply to special electors meetings."					X
"The way special electors meetings are conducted should be uniform between local governments."					X

18. Do you have any additional comments on the topic of council meetings? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



Elections

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Inclusive includes topics that focus specifically on how local governments represent and involve their communities in decision-making. As the tier of government closest to the community, there is an expectation that local governments represent the whole community, recognise diversity within their district and are responsive to community needs.

The topics addressed in this theme are:

- Elections;
- Community engagement;
- Integrated planning and reporting; and
- Complaints management.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

Elections are a fundamental part of local democracy. Local government draws its legitimacy through elections. Elections provide a direct voice for the community and provide the primary means of holding local government accountable.

Local government ordinary elections are held every two years. At ordinary elections, nominations are called for half of a council's positions. This approach is intended to allow for continuity in a council's leadership. Mayors and Presidents are either elected by the community at large or elected from the pool of councillors by the elected members.

The *Local Government Act 1995* (the Act) and the *Local Government (Elections) Regulations 1997* (the Regulations) establish the rules for local government elections, including how elections are to be conducted, the eligibility for voting and running for office, the timing of elections and how local government districts can be further divided into wards.

Historically, voter turnout in local government elections in Western Australia is poor compared to other jurisdictions. In most local government elections fewer than one-third of eligible electors cast a vote. In the 2017 ordinary elections, approximately 34.2% of eligible electors cast a vote.

Participation rates have been relatively unchanged since the introduction of postal voting in the late 1990s. Prior to the availability of postal voting in most local government elections, participation rates averaged just 15%.

Local government elections are often closely contested. With relatively small elector populations compared to State and Federal electorates and low participation rates, only a handful of votes often separates successful and unsuccessful candidates. Likewise, the percentage of the total vote received by any one candidate is often low – a successful candidate may only receive votes from 8% of the eligible voters.

Social media

Concerns were expressed by many with the way social media was used in the 2017 local government election period to disparage candidates. Amendments resulting from earlier consultation of the Act review will address this through the development of a new Code of Conduct for council members which will include provisions on social media. In addition, the requirement to abide by the Code of Conduct will be extended to candidates in local government elections.

How elections are conducted

Each local government can choose to conduct an election as either a voting 'in person' election or as a postal voting election.

When voting in an 'in person' election, the principal method of casting votes is by the elector personally voting at a polling place in the local government district on election

day. However, votes can also be cast in person before election day at a polling place in the local government district (early vote), in person at another local government district up to 4.00pm on the fourth day before election day (absent vote) or by post (postal vote) by application.

Each local government can choose to conduct an election as a postal election in preference to a voting 'in person' election. In this case, a ballot paper is sent to every elector for that district and these can be returned by post or delivered to the electoral officer on or before election day. All postal elections must be conducted by the Western Australian Electoral Commission.

What are the opportunities for reform?

Elections must have a high level of integrity to ensure public confidence in the outcome. Elections must also be conducted in a way that maximises participation of eligible voters in an efficient manner while supporting the principles that are the foundation of our democracy.

Some of the ways to change how elections are conducted include:

- Compulsory voting;
- Voting method (First Past the Post);
- Permitting electronic and online voting;
- Requiring postal voting to be offered in all districts;
- Mandating the use of the Western Australian Electoral Commission (WAEC) to conduct elections;
- Allowing third-parties to conduct postal voting;
- Methods to resolve ties;
- Methods to fill vacancies in lieu of extraordinary elections; and
- Caretaker provisions.

Compulsory voting

It is a requirement of every elector to cast a vote in both State and Federal elections throughout Australia, but this same requirement does not extend to all local government elections. In Western Australia, voting in a local government election is not compulsory.

Western Australia, South Australia and Tasmania do not compel people to vote in local government elections. On the other hand, Victoria, New South Wales, Queensland and the Northern Territory do have compulsory voting for local government elections.

Historic voter turnout in local government elections in Western Australia is significantly low with only 34.2% of eligible voters casting a vote in the 2017 ordinary elections. This raises the question as to how reflective local government councils are of the communities they represent.

Introducing compulsory voting for local government elections would ensure greater turnout in elections. However, there may be little desire for such a change to occur

from the broader community as it would impose an obligation on electors that was not there previously.

First past the post

The current voting method for local government elections in Western Australia is first past the post (FPP). Simply put: the person with the most votes win. FPP is inconsistent with the voting method applied at both a State and Federal level where preferential voting is required.

FPP can often lead to outcomes that do not adequately represent the community's preferences with many successful candidates being elected without a clear majority of votes. For example, a successful council candidate can be elected even though they may only receive 8% of the total votes cast or a successful mayoral/presidential candidate may receive significantly less than 51% of total votes cast.

Ensuring our elected representatives adequately reflect our broad communities is essential to maintain confidence in our democratic institutions.

While changing the voting method has been applied to the Western Australian local government sector previously, it was not wholly supported by the sector. Having an optional preferential voting system for electors could be seen as an adequate compromise.

Electronic voting

Electronic voting is an alternative to traditional voting methods where the voter records their vote digitally rather than marking a ballot paper and lodging at a polling booth or via post. Online voting is a specific type of electronic voting where a vote made digitally is recorded remotely.

Online voting was trialled in the 2017 Western Australian State Government elections and has been used in the 2011 and 2015 New South Wales State Government elections. The concept has also been investigated by a Commonwealth Parliamentary Inquiry in 2014, a Victorian Parliamentary Inquiry in 2017, and in the Western Australian Parliament's Community Development and Justice Standing Committee report into the 2017 Western Australian State Election. On each occasion both the benefits and risks of online voting have been highlighted.

Online voting is seen as convenient, more efficient and in the long term more cost effective. Despite these benefits, online voting has not been adopted widely principally due to concerns with the integrity of voter registration, the casting and scrutiny of votes and the high costs in establishing and conducting elections online. In New South Wales, the average cost of every vote cast electronically in the 2011 elections was $74. This compares to a cost of $3.59 per elector in elections conducted by the WAEC in 2017. iVote in New South Wales have been popular. In 2015, over 230,000 votes or over 5% were cast in the New South Wales State Government election.

While there is no evidence of instances of deliberate voter manipulation through online voting in Australia, there is a level of risk with all internet applications. These risks

would necessitate the continuous application of best practice with respect to security and also need to be balanced against the risks inherent in conventional paper based systems.

Require postal voting to be offered

Local governments may elect to offer postal voting. Since 1995, the number of local governments offering postal voting has increased substantially. At the 2017 local government elections, 89 of the State's 137 local governments offered postal voting. Over 98% of the State's electors live in a district that provides postal voting.

Postal voting has become an accepted and popular method of conducting elections. Following postal voting's introduction, participation in local government elections across the State grew significantly.

Postal voting is becoming more expensive and with the decline in postal services becoming less appealing. This may result in some local governments considering not providing postal voting into the future.

Require the WAEC to conduct all local government elections

Local governments may elect to contract the WAEC to conduct elections (except for postal elections which must be conducted by the WAEC). Typically, contracting the WAEC and offering postal voting goes hand in hand. As is the case with postal voting, over 98% of the State's electors live in a district where elections are conducted by the WAEC. If the WAEC does not conduct the election, it is the responsibility of the Chief Executive Officer to act as the returning officer and manage the election.

Many local governments choose to run their own elections because historically elections in the district tend to be resolved without the need for a vote. As shown in the table below, at the 2017 ordinary elections almost half of Chief Executive Officer-run elections were resolved without an election or were unfilled.

Election runner	WAEC	CEO
Vacancies	450	204
Election unopposed	46	85
Unfilled vacancy	0	7
Percentage of vacancies filled without election or unfilled	10%	45%

Cost is a major deterrent for local governments in contracting the WAEC. At the 2017 elections, the average cost per elector for WAEC elections across the State was $3.59. However, for smaller local governments the direct costs of engaging the WAEC, such as the fees paid to returning officers and advertising, make up a significant proportion of WAEC costs. While these costs are split on a proportional basis with local

governments with a smaller population subsidised by larger local governments, the per-elector costs in small locations are greater.

Allowing third parties to conduct postal elections

Under the Act, only the WAEC is permitted to conduct postal elections. WALGA has asked for the Act to be amended to enable third parties to run postal elections on behalf of local government. This could include the Australian Electoral Commission, individual local governments or private companies.

Method to resolve ties

Under Schedule 4.1 of the Act, in situations where two or more candidates receive the same number of votes, lots are drawn to determine the winner. This method has been required occasionally, including in 2017 when lots were drawn to determine who would serve as the Mayor of the City of Gosnells. Leaving a matter as important as the outcome of a local government election to chance has been criticised in the past.

During earlier consultation on the Act Review, local governments called for an amendment to Schedule 2.3 of the Act which states that following an initial tie in the vote for a mayor or president by council members, the meeting is to be adjourned and recommenced in no more than seven days. Instead, submissions recommended that the section reflects that a second election be held as soon as practicable.

Methods to fill vacancies in lieu of extraordinary elections

If an office on a council becomes vacant due to circumstances such as the death, resignation or disqualification of a sitting member, an extraordinary election is used to fill that position for the duration of the council member's term. The date of the extraordinary election may be set by either the Mayor or President, or by council but cannot occur more than four months after the vacancy occurs, unless approved by the Electoral Commissioner.

Local government elections are held on the third Saturday in October in odd years. If a vacancy occurs on or after the third Saturday in July in an election year, the vacancy is filled at the October election. If the vacancy occurs on or after the third Saturday in January in an election year, the local government can apply to the Electoral Commissioner for permission to fill the vacancy at the October election and therefore avoid the need for an extraordinary election.

Extraordinary elections can be costly and time-consuming. Holding the vacancy open to the next ordinary election means reduced representation and can impact upon the number of elected members available for a valid vote at council.

Another option that has been raised is using the results of the last ordinary election as a form of countback, where the recipient of the second greatest number of votes could be given the option of completing the term. This approach may be appropriate for local governments that do not have wards and would be more efficient than holding an extraordinary election but may be an unreasonable reduction of voter franchise.

Caretaker provisions

In the lead-up to State and Federal elections, a caretaker period is enacted which places a moratorium on major decisions. Western Australian local governments are not required to employ a caretaker period, although some local governments, generally those in metropolitan Perth or larger local governments, do so voluntarily.

Caretaker provisions that limit the types of decisions a government can make during the period before an election are an accepted convention in Federal and State Government elections and are mandatory in Queensland, Victoria and New South Wales local government elections.

Leave of absence when contesting State or Federal elections

In its submission to earlier consultation on the Act Review, WALGA requested that amendments to the Act be made to require a council member to take a leave of absence when contesting a State or Federal election. This proposal was intended to provide clear separation between council and State and Federal election campaigns and avoid potential or perceived conflicts of interest.

Election of Mayor and Shire Presidents

Mayors and Shire Presidents can be elected by the community or elected from the pool of councillors by the elected members. If the Mayor or Shire President is elected by the elected members, they can decide to change to have the position elected by the community. If the Mayor or Shire President is elected by the community, only the electors can decide to change back through a successful ballot of the electors. Twenty-five local governments currently use direct election with the remainder elected by a ballot of council members.

The direct election of a Mayor or President strengthens the role of electors in a district and in turn can increase public confidence. Elections for Mayor and President positions have the highest elector participation rates. Direct election can also create greater visibility for the mayor and reinforce the role of the mayor as a community leader that is accountable to electors.

Particularly in other jurisdictions, the popular election of mayors or presidents has been linked to greater politicisation and a source of instability in council. Popularly elected mayors or presidents may seek to direct council citing a mandate from the community. This can lead to considerable friction within a council and may lead to a dysfunctional local government.

Who may vote and run for office?

Eligibility to participate in elections as a voter and as a candidate is a fundamental part of the rules concerning elections.

Every adult that lives in a district of Western Australia and is eligible to vote in the State and Federal elections is also entitled to vote in the local government election for that district. In addition, certain non-residents are entitled to vote based on their

ownership of property. Corporations that own land within a district are also entitled to vote.

To nominate for council, a person must be an elector of the district. A person is not eligible if they, among other things:

- Are a member of State or Federal Parliament;
- Are an insolvent under administration;
- Are a nominee of a company;
- Have been convicted of a serious local government offence within the last five years; or
- Have been convicted of an offence for which the indictable penalty was or included imprisonment for life; or imprisonment for more than five years.

What are the opportunities for reform?

The eligibility criteria to vote and nominate for election establishes who can have their say in a local government's future. Currently, the criteria in Western Australia is broad and includes owners of property and corporations that are not eligible to vote in other elections.

Property franchise

Owners of property are currently eligible to vote on the basis that they contribute to a local government through the payment of rates. With property franchise, a person may vote in multiple districts in which they own property. A maximum of two owners can enrol per property.

Some see property franchise as archaic and contrary to the principles of one person, one vote.

Property franchise is not linked to voter eligibility in State or Federal elections but is a feature of local government elections in all other States except Queensland, which removed the practice in 1921. The table below shows who may vote in each jurisdiction.

To be eligible to vote, property owners must be enrolled as an elector for the purposes of State or Federal elections. During earlier consultation in the Act Review, submissions were received that called for this requirement to be removed to enable foreign property owners to vote in local government elections.

Jurisdiction	Who may vote
Western Australia	Residents and non-resident property owners
New South Wales	Residents and non-resident property owners
Victoria	Residents and non-resident property owners (only one vote per property in district)

Jurisdiction	Who may vote
Queensland	Resident/individual enrolment only
South Australia	Residents and non-resident property owners
Tasmania	Residents and non-resident property owners
Northern Territory	Resident/individual enrolment only

Corporations eligibility to vote

The eligibility of land owners to vote also extends to corporations. A company is entitled to a maximum of two votes in each district in which the company owns land. Corporations like other rate payers make a significant contribution to local government revenue through the payment of rates. Queensland is the only State that prevents corporations from voting.

Occupiers' eligibility to vote

While land owners and residents are permitted to vote, occupiers are not. Occupiers can include people leasing property such as small business operators who are impacted by council decisions and make a financial contribution to the local government through the payment of fees and charges and indirectly through rates paid to the lease holder.

Council member eligibility

People who are in prison, or have been convicted of a serious local government offence within the last five years or of an offence for which the indictable penalty was or included imprisonment for life or imprisonment for more than 5 years are not eligible to be an elected member. A serious local government offence is an offence under the Act which carries a penalty of one year's imprisonment or a $5,000 fine.

Council members perform a unique and important role in planning and building control. It has been proposed that a person who has been convicted under planning and building legislation in the previous five years of a similar offence also be disqualified.

When should elections be held?

Elections in Western Australia are held every two years with nominations sought for half of a council's positions at each election. The Act prescribes the timetable for elections which typically results in ordinary elections being held on the third Saturday in October.

Local government elections are conducted according to a timetable specified in the Act. Prior to the election day, a series of events must take place according to this timetable. These events include the local government deciding whether electors will have the option of a postal vote, the opening and closing of nominations, the opening

and closing of the owners and occupiers roll and the final day where notice of the election can be issued.

Ballot papers in postal elections may not be issued until these steps are completed. The minimum period that postal voting is open is currently 19 days. In the 2017 ordinary elections, the distribution of ballot papers commenced 25 days before the closing of the polls.

What are the opportunities for reform?

Revising when elections are held and the timetable for elections may improve voter participation and make the conduct of elections more efficient.

Frequency of elections

Western Australia is the only jurisdiction that holds council elections every two years. Holding council elections every two years for council members that hold four-year terms is intended to provide greater continuity on council. One alternative is to hold elections every four years offset with State Government elections.

Holding elections every two years creates additional costs for local governments. It may also contribute to voter fatigue. Alternatively, the greater frequency of elections may provide greater accountability by enabling the public to more regularly have a say through elections.

In regional Western Australia, where attracting candidates can be a challenge, changing the frequency of elections could impact on the number of nominees, either positively or negatively, depending on the circumstances and history of the council.

Election campaigns

Election campaigns are the most public component of elections. The Act provides a basic framework for election campaign rules. Candidates are required to submit a written profile with their nomination of no more than 150 words which is confined to their biographical information and statements of the candidate's policies or beliefs. This information is not to contain information that the Returning Officer considers to be false, misleading or defamatory.

Any printed electoral material is required to specify the person who authorised it, and any person must not during the campaign print, publish or distribute misleading or deceptive material. Australian courts have consistently found that misleading or deceptive material only applies to material that attempts to influence how a person marks their ballot paper.

Rules also exist for the disclosure of gifts received or promised that relate to the candidate's candidature six months prior to an election, through to three days after the election for unsuccessful candidates and up to the start day for financial interests for people elected to council. The regulation also requires donors of gifts to disclose gifts given to candidates. These rules are intended to provide greater transparency of political donations.

What is an election gift?

Regulations define an election gift as a disposition of property, or the conferral of any financial benefit, made by one person in favour of another.

A gift can include but is not limited to money, non-monetary gifts of value, a gift in kind, a discount, financial or other contribution to travel, or a firm promise or agreement to give a gift in the future.

A gift is only relevant if the value is $200 or more, or more than one gift has been given by the same donor during the set period amounting to $200 or more.

A gift does not include a gift by will, a gift by a relative as defined in section 5.74(1) of the Act, or the provision of volunteer labour.

Importantly, gifts that do not relate to the candidate's candidature are also exempt.

The rules concerning election gifts are intended to provide for transparency in campaign donations. The regulation requires that a record of all election gifts is to be maintained by the Chief Executive Officer. The public has access to the electoral gift register at the local government office.

The following table compares the election gift rules in each Australian jurisdiction.

Jurisdiction	Election gift rules summary
Western Australia Local Government	Election gifts over $200 must be declared.
Western Australian State Government	The Electoral Commissioner declares a "specified amount" as the monetary threshold. For the 2017 State Government elections, the specified amount was $2,300 or above.
New South Wales	Election gifts to candidates are capped. The annual cap for 2018/19 for election gifts is $2,800. Election gifts over $1,000 must be declared annually. Election gifts are not permitted from anonymous donors, property developers, the tobacco industry or liquor and gambling industry
Victoria	Election gifts over $500 must be declared no more than 40 days after the last ordinary election. Councils are required to publish a summary of election gift information on their website.
Queensland	Election gifts over $500 must be declared within seven days.

Jurisdiction	Election gift rules summary
	Election gifts from property developers are prohibited.
South Australia	Election gifts over $500 must be declared within thirty days of the election.
Tasmania	No requirements concerning declaration of election gifts.

What are the opportunities for reform?

Recent local government campaigns have been marked by increased concerns about conduct during elections and greater politicisation. Providing a level-playing field for local government election campaigns that maximises public participation and contributes to fair and free elections is in the public interest.

Limits on advertising campaigns

Anecdotally, the average cost of local government campaigns has increased in recent years. This increase in costs may be tied to the growing number of candidates standing in many metropolitan local governments and the resulting greater competition.

Election campaigning either requires personal financial investment from the candidate or receipt of campaign donations. The greater the cost of campaigning, the greater the investment required.

A well-financed campaign is not inherently improper. In fact, a well-financed campaign can be in the public interest as it can contribute to a more informed and engaged voter base. At the same time, the escalating cost of campaigns can contribute to an 'arms-race' and lead ultimately to problems.

Good local democracy relies on maximising participation not just of voters but also potential candidates. An escalation of the costs of campaigning necessary to have a reasonable chance for success can reduce the percentage of people able to be a council member. High campaign costs can lead to candidates relying heavily on donors which, if unchecked, can lead to perceptions of impropriety and undue influence. The consequences of problematic political donations at a local government level were recently highlighted in a Queensland Crime and Corruption Commission (QCCC) report.[1]

In Tasmania, a campaign advertising limit is set for all candidates at $8,000. Tasmanian local government candidates are required to lodge a return with the Tasmanian Electoral Commissioner stating how much they spent on advertising.

In Queensland, the concept of an advertising cap was considered following recommendations from the QCCC. In Queensland, candidates are already required to

[1] http://www.ccc.qld.gov.au/corruption/operation-belcarra/operation-belcarra-reforming-local-government-in-queensland

operate a dedicated bank account during the candidate disclosure period that is used to audit disclosures.

Reform to election gifts rules

The rules regulating the acceptance and declaration of election gifts and non-election gifts differ considerably. In addition to different monetary thresholds for the declaration of gifts, different rules exist for the process and timeline for gift declaration.

The parallel gift rules are a potential source of confusion for council members, candidates and the public. It can be argued that the complexity of the current approach is a weakness that reduces the effectiveness of the rules intended to strengthen transparency.

One option is to, where practicable, align the two gift frameworks to achieve greater consistency in what gifts must be declared, the timetable for declaration and how these gifts must be reported.

As highlighted during earlier consultation on the Act review, the current rules for declaring non-election gifts with varying categories for notifiable and prohibited gifts was too convoluted to effectively align to an election gift framework.

Following earlier consultation, a proposal for a revised approach to non-election gifts has been announced by McGowan Government. This will require council members to declare (non-election) gifts valued at $300 or more received in their official capacity.

Providing a single framework for the declaration of gifts requires amendments to the rules for:

- What gifts must be declared, including a monetary threshold;
- The timetable for declaring gifts;
- To whom gifts are declared; and
- How gifts are published.

The table below summarises an alternative election gift framework that aligns with the new, proposed non-election gift framework.

	Proposed new non-election gift framework	Current election gift framework	Alternative election gift framework
What is the definition of a gift?	The receipt of property or a benefit for inadequate consideration.	Disposition of property, or the conferral of any financial benefit, made by one person in favour of another that relates to a candidate's candidature.	The receipt of property or a benefit for inadequate consideration received by a person that relates to their possible or actual candidature as a council member.

	Proposed new non-election gift framework	Current election gift framework	Alternative election gift framework
What gifts must be declared?	Any gift received over $300 by a council member in their official capacity.	Any election related gift (donation) over $200 received by a person.	Any election related gift (donation) over $300 received by a person
Are gifts cumulative if received by the same donor?	Yes	Yes	Yes.
When must gifts be declared?	The duration of a person being a council member	Election gifts are declared if they are received no more than six months prior to the relevant election day and: • Three days after the election for unsuccessful candidates; or • On the start day for financial interest returns for successful candidates.	Election gifts must be declared that are received: • In the period between the day after the last ordinary election and the closing date for nominations. • In the period between the closing date for nominations and the day of the election.
Who must declare gifts	Council members	• Council members • Candidates	• All persons receiving gifts that relate to their possible or actual candidature as a council member.
Timetable for gift declaring	Disclosed within ten days of receipt	• Within three days of nomination for gifts received within six months of the relevant election day but	• Election gifts received in the period between the day after the last ordinary election and the closing date for nominations

	Proposed new non-election gift framework	Current election gift framework	Alternative election gift framework
		prior to nomination. • After a nomination has been made within three days of receiving the gift.	received by any person must be disclosed within 10 days of the closing date for nominations. • Elections gifts received in the period between the closing date for nominations and the day of the election must be declared within ten days of receipt.
Where are they available?	Published on the local government's website within ten days of notification.	CEO register kept at the appropriate local government office.	Published on the local government's website within ten days of notification.
Time limitations	No	Election gifts received by unsuccessful candidates are required to be kept for a period of at least two years.	No
Anonymous gifts permitted	Yes	No	No
Donor to also declare gift	No	Yes	No
Exemptions	There are no exemptions from declaration for gifts received in	• A gift by will. • A gift by a relative. • A gift that does not relate to the	• A gift that does not relate to the candidate's candidature. • The provision of volunteer labour.

	Proposed new non-election gift framework	Current election gift framework	Alternative election gift framework
	an official capacity.	candidate's candidature. • The provision of volunteer labour.	

In addition to achieving greater consistency with the new proposal for non-election gifts, the revised alternative approach for election gifts is intended to account for matters and perceived inconsistencies that have been identified with the current election gift framework.

These matters include:

- Providing consistency in the election gift rules for existing council members and non-council members;
- Accounting for increasingly long election campaigns which result in donations being received more than six months prior to the election; and
- Ensuring that election gift information is available online, increasing transparency and accountability.

Under the revised approach to election gifts, both council members and non-council members would operate under the same rules. For example, the alternative approach would close a loophole that allows non-council members to receive but not declare election gifts more than six months prior to an election. The approach would also boost transparency by publishing election gifts online as is currently the case with non-election gifts.

Election gifts received by council members running for State or Federal election

The declaration of donations received by council members who are or will be candidates for State or Federal election has been raised.

The new proposed framework for non-election gifts will provide clarity for these types of gifts.

A council member running for State or Federal election will not be required to declare donations received for State or Federal elections because the gift is not being received in the capacity of the council member's role. Council members in this situation would still need to abide by relevant State or Federal donation rules. They would, however, have to declare any gift from a person who has a matter come before council and would not be able to vote or participate in discussions on the matter.

Do election gifts need to be declared in the non-election gift register?

Council members have queried whether election gifts need to be declared in the non-election gift and in the election gift register.

Under the new proposed framework for nonelection gifts, election gifts would not be required to be declared in the non-gift register because non-election gifts must only be declared if they relate to a council member's official capacity. It is proposed that the definition of election gifts will continue to be limited to gifts received that relate to a candidature.

Prohibited election gifts

Two Australian jurisdictions prohibit donations from certain entities. In New South Wales, donations from property developers, the tobacco industry and liquor and gambling entities are not permitted to be accepted. In Queensland, legislation was amended in May 2018 to prohibit donations from property developments in both local and state government elections.

During the last ordinary council elections and in submissions received during earlier consultation in the Act Review, concerns were raised regarding the growing reliance on donations from certain organisations and perceptions of greater politicisation resulting from the need to source funding to conduct a competitive campaign.

Donor to declare gifts

Regulation 30CA of the Local Government (Elections) Regulations 1997 extends the election gift declaration requirements to donors as well as recipients. This requirement was introduced as an added incentive for disclosure. The requirement for donors to also complete a declaration exists in New South Wales. On occasion this has been viewed as a duplication of the requirement placed on election gift recipients and is inconsistent with the rules for nonelection gifts. While requiring donors to declare gifts may strengthen transparency, it can be argued that the benefits are limited by the lack of a requirement to publish the register of donors.

Electoral commission to be responsible for gifts register

In several other jurisdictions, the respective electoral commission has responsibility for administering the election gift register rather than the local government Chief Executive Officer. A change in the responsibility for administering the election gift register could provide greater consistency and quality assurance and better reflect the broader roles of the Election Commission and Chief Executive Officer. The change could also remove one of the potential areas of conflict between council members and Chief Executive Officers. This would, however, be inconsistent with the requirement for the maintenance of the non-election gift register and would mean that publication would be on the WAEC's website rather than the local government's website.

Candidate nomination and information

Studies in New Zealand have found that lack of knowledge about candidates contributes to low voter turnout. In Western Australia, candidates are required to complete a candidate profile as part of their nomination. Anecdotally, this is often the only information that electors may have to make their selection, especially in larger local government areas.

Candidate's profile

Regulation 24 of the *Local Government (Elections) Regulations 1997* states that the candidate profile must be in English and not contain more than 150 words (excluding the candidate's name).

The content of the candidate profile must be confined to biographical information about the candidate and their policies and beliefs. The profile must not contain information that the Returning Officer considers to be false, misleading or defamatory.

The candidate profile is not required to include the candidate's address but is required to provide details of where and how they may be contacted.

Requiring candidates to provide additional information in their candidate profile may assist electors in making more informed decisions. Examples of information that could be required in the candidate's profile include:

- profession / primary source of income
- membership of political party

Candidate profiles are published on the WAEC's website for WAEC elections. The Act also requires that the candidate profiles are exhibited on a notice board at the local government offices. Requiring local governments to publish the candidate profiles on their website during the election period could also increase elector awareness.

In addition, nominees must complete a form to stand for council. This form asks candidates to provide their date of birth and contact information but no other statistical information. This means that it is impossible to statistically measure the diversity of nominees or council members. Introducing changes that ask demographic questions and a requirement for the returning officer to submit accepted nomination forms to the Department would allow for a better understanding of the representativeness of council members.

Wards and representation

Section 2.2 of the Act provides that a local government district may be divided into wards.

Wards are intended to ensure that all parts of a district are fairly represented. The Act, however, explicitly requires councillors to represent their entire district and not just their ward. While councillors are only elected by voters in a ward, they must represent everyone in the district and make decisions that are in the best interests of the entire district. The Act permits an elector to nominate in any ward, regardless of where they reside.

Fifty-four of the 137 local governments currently employ a ward system, including 19 of the State's 20 most populous local governments. The least populated local government has a population of approximately 100 people split into two wards.

Wards have the effect of reducing the overall pool of candidates from which electors can choose and reduce the total number of votes required to be elected as a councillor. Statistically, there is little or no correlation in Western Australian local government elections between wards and voter turnout.

Ward structures are set by the Governor on the Minister's recommendation which are in turn based on the recommendations of the Local Government Advisory Board (LGAB). To amend ward boundaries, a minimum of 250 affected electors (or 10% whichever is lower) can make a submission to the local government, who in turn, must refer it to the LGAB along with a decision whether to support or not support the amendment. Local governments may also propose amendments to LGAB and must at least every eight years review their ward structure.

What are the opportunities for reform?

Wards can create quirks in the electoral system. In 2017, the City of Gosnells, which has no wards, had 31 candidates contest seven positions on council. In this election the candidate who received the most votes received a total of 8.3% of the vote. In the same year, the successful candidate in a different local government became a council member after receiving 12 of the 13 valid votes lodged in their district's ward.

Reforms to smooth the variability and achieve greater consistency in representation have been proposed from time to time. These reforms include setting population thresholds that would determine whether local governments must or must not have wards, alternatives to the current means to review wards and amendments to councillor numbers.

Set a minimum population threshold where a local government may be divided into wards and a minimum proportion of electors in each ward

Some local governments with low populations further divide their population into wards. Twelve local governments with fewer than 1,000 electors employ wards. There are also 16 local government wards that have fewer than 100 electors. In 10 of these ward elections in 2015 and 2017 were resolved without contest.

Local governments with small populations that employ wards are generally very large geographically and/or have multiple population centres. These factors provide impetus for ward structures where most of the population lives in one ward. Fourteen wards have fewer than 10% of their district's electors.

Setting a minimum population threshold before a local government could introduce wards would create greater consistency in local government representation. For example, requiring local governments to have at least 2,000 electors before they could subdivide these into wards would streamline the ward system in 13 local governments. Mandating that a ward have at least 10% of the total district's population would give legislative effect to a long-standing LGAB policy.

Set a minimum threshold or circumstances where a local government must be divided into wards

With a population of over 125,000, the City of Gosnells is by far the largest local government without wards. The City of Gosnell's population is more than three times larger than the second largest local government without wards, the City of Kwinana.

Large local governments without wards tend to have sizeable numbers of nominees. In Kwinana in 2017, 17 nominees contested four vacancies, while 11 nominees contested four vacancies in 2015. In Bunbury in 2017, 22 nominees contested six vacancies, while in 2015, 18 nominees contested six vacancies.

Large numbers of candidates running in a district provide greater choice for electors but can make it difficult for electors to know about a candidate and their platform. The costs of running for local government in a district may be greater as campaigning may be required across a district.

Setting a population threshold where a local government must be divided into wards may result in a better representation and more efficient elections.

Alternatively, reforms could require local governments that meet certain characteristics to employ wards. These characteristics could include having multiple population centres or being formed as a result of an amalgamation.

Electoral Commissioner to oversee ward structures

Ward structures are ultimately determined by the Governor on the Minister's recommendation following a review by LGAB. As an alternative, the Electoral Commissioner could be empowered to oversee the establishment and modification of ward boundaries.

State electoral boundaries are reviewed by three Electoral Distribution Commissioners. This temporary agency conducts a review of electoral boundaries following each State Government election. Like reviews conducted by LGAB, reviews conducted by the Commission consider factors including community of interest, land use patterns and demographics. This reform could streamline the setting and review of ward boundaries, provide a regular schedule for review that is aligned with local

government elections and deliver consistency with State and local government. It would, however, be costlier than the current system.

Amend council member numbers

The number of council members within a local government is set upon the establishment of the local government and may be varied by the Minister following a recommendation of the LGAB. The number of council members across the State's local government varies from six through 15, with the most common number being nine.

With the great variability in population across local government districts, the number of elected representatives per elector varies greatly. Explicitly linking population to councillor numbers could result in greater consistency.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Elections**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of the organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?

12. To what extent do you support the following statements?

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
"Voting should be compulsory."			X		
"Voting should be conducted via a preferential voting system."	X				
"Electronic and online voting should be made available for local government elections." *Local governments should make postal and in person voting available also.*					X
"The use of electronic or online voting would not change my confidence in the voting system."					X
"Legislation should be introduced that would permit online voting to be trialled."					X

13. Which local governments should be required to offer postal voting?
    a. **Postal voting should not be required to be offered –** *if local governments hold their election in person, there should be requirements to ensure that it is held in an equitable manner and polling places within a reasonable distance from Electors.*
    b. All local governments
    c. Local governments with a population greater than 1,000 people
    d. Unsure
14. Which local governments should be required to use the WA Electoral Commission?
    a. **No local governments should be required to use the WA Electoral Commission**
    b. All local governments
    c. Local governments with a population greater than 1,000 people
    d. Unsure
15. Should the WA Electoral Commission be the only organisation authorised to conduct local government postal voting?
    a. Yes
    b. **No**
    c. Unsure
16. What method should be used to resolve ties in council elections?

a. Drawing of lots (random selection)
b. Unsure
c. Other (please specify)

If there is preferential voting then it should be the candidate who received the greatest number of primary votes and if that is a tie then the candidate who has received the greatest number of preferential votes.

If there method is not preferential voting then a review should be undertaken by the DLGSC to explore other ways for resolving ties.

17. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"A count-back from the previous election result should be used if available to fill vacancies between elections."					X
"Local governments should be required to adopt a caretaker period that restricts council from making major decisions during a local government election period." *WALGA released a Caretaker Policy Period Policy which the City provide a submission and objection to. Please find attached to this submission the reasons for the objections which the City of Kwinana would like to be considered as part of this statement.*	X				
"Caretaker periods are only required in large local governments."	X				
"Council members who contest a State or Federal election should be required to take a leave of absence on the day of their nomination for a State or Federal election campaign." *State and Federal campaigns are very different to local government matters. It should be up to the Council member to decide whether they can still carry on their role as a local government Council member while campaigning for a State or Federal election.*			X		

18. To what extent do you agree with the following statements?

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
"People who have been convicted under planning or building legislation offences in the past should be disqualified from serving as a council member."					X

	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
"Council elections should be held every four years rather than every two years with all council members being elected at the same time." *The current system allows knowledge of current matters to be retained by half the number of Council members (as they are not up for election). If elections were to include all Council positions the transition of a new Council could cause delays on local government issues/matters being decided in a timely and prompt manner.*	X				
"A cap should be set on the maximum amount that a candidate may spend on their campaign." *This should be at the discretion of the candidate.*			X		
"Prospective candidates should be required to declare their profession or primary source of income on the nomination form."	X				
"Local governments should be required to publish candidate profiles on the website."					X
"Information collected on the nomination form should include demographic information such as gender and ethnicity." *This should be optional for candidates*			X		

19. To what extent do you agree with the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
"People who own land but who do not live in a district should be eligible to vote."					X

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
“People who lease rateable property in a district should be entitled to vote.” *It is recommended that only ratepayers should be entitled to vote*	X				
“Corporations that own property in a district should be entitled to vote.”					X
“Corporations that lease property should be entitled to vote.” *It is recommended that only ratepayers should be entitled to vote*	X				
“Occupiers of land, for example, commercial lease holders, should be eligible to vote.” *It is recommended that only ratepayers should be entitled to vote*	X				
"Only people over the age of 18 who live in a district should be eligible to vote." *As well as they must own property in the district*					X

20. How should the position of Mayor or Shire President be determined?
    a. Vote by electors
    b. Vote by council members
    c. A method determined by council
    d. Unsure
    e. Other (please specify)
21. To what extent do you agree with the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The rules regulating non-election gifts and elections should be aligned."	X				
"Election gifts and donations should be declared regardless of when they are received."					X
"A register of election gifts and donations should be available online."					X
"Donors should also be required to declare election gifts and donations made." *It should be up to the candidate to declare any gifts or donations, which is consistent with the gift provisions in the Local Government Act 1995 for notifiable gifts.*	X				

22. Should gifts or donations from any of the following be prohibited? (please select all options that apply)
    a. Real estate agents
    b. Property developers
    c. Political parties
    d. Liquor or gambling business entities
    e. Tobacco industry business entities
    f. No election gifts or donations should be prohibited
    g. All election gifts or donations should be prohibited
    h. Other (please specify)
23. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
"A local government should be required to have a ward structure if it reaches a certain population threshold." *This is a local government decision and should not be set by legislation*	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
"A local government with fewer than 800 people should not have wards." *This is a local government decision and should not be set by legislation*	X				
"Ward boundaries should be set by the Electoral Commissioner." *This is a local government decision and should not be set by legislation*	X				
"The number of members that a council has should be linked to the local government's population." *This is a local government decision and should not be set by legislation. A guide could be included for local governments in relation to how many Council Members there should be compared to a local governments population.*			X		

24. How can participation be increased to ensure that Western Australia's diverse population is represented in local government?
    Local governments should identify where and how each diverse group would like to be communicated and ensure the communication method in relation to elections are in these channels.

25. Do you have any other comments or feedback on local government elections? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.

The Officers of the City of Kwinana have provided the following comments in relation to the proposed WALGA Election Caretaker Period Policy (Policy):

1. Caretaker conventions should not be legislated in Western Australia and just like any policy that WALGA provides to local governments, it should only be used as a guide. In accordance with section 2.10 of the *Local Government Act 1995*, Elected Members:

   (a) represents the interests of electors, ratepayers and residents of the district; and

   (b) provides leadership and guidance to the community in the district; and

   (c) facilitates communication between the community and the council; and

   (d) participates in the local government's decision-making processes at council and committee meetings; and

   (e) performs such other functions as are given to a councillor by this Act or any other written law.

   The Policy will restrict an Elected Member in performing their role, which includes deciding on Major Policy Decisions, attending events and functions and discretionary community consultation.

2. Included in the Policy application it states that the Policy applies to "(c) Decisions made administratively". Council are not allowed to be involved in administration matters and should be removed from the Policy if it is endorsed by WALGA.

3. Definition of Extraordinary Circumstances
   The introduction of this Policy would cause delays and negatively impact the level of customer service provided. Council can continue to make decisions as there is not a total spill at the Local Government Election as half of Council remain and are still in office. Decisions must be made promptly and the value of the extensive knowledge the current Council maintains on current matters is important in making an informed decision. If a matter was deferred until after the elections, then it would likely be a long lag time for the new Elected Members to be able to make an informed decision. There are decisions that are required to be made within statutory timeframes and within submission periods which the Council may not provide if the Policy is in place.

It is recommended that this Policy is not endorsed however if it is, making the Chief Executive Officer (CEO) the decision maker in determining whether the matter, if delayed, has reasonable potential to incur or increase legal, financial and/or reputational risk or cause detriment to the strategic objectives of the City, requires further discussion in relation to the practicalities of how this will occur. There needs to be definitions and a framework developed for decision making and included in the Policy. There is a risk that the decision could be questioned by an Elected Member, candidate, proponent or community member, who has a differing opinion in what matter could cause reasonable potential, and detriment and delays if the CEO decides it is an extraordinary circumstance. Protecting the CEO from preventing or allowing matters to be brought to Council during the Caretaker Period that could result in the CEO being accused of making the wrong decision by Council, Elected Member, proponent, candidate or member of the public, requires further Policy development.

4. Significant Expenditure

   If the Policy is endorsed, it is suggested that the following changes are made to the definition:

   a) Threshold from 0.1% to 1%
   b) The Policy states that the threshold relates to the annual budgeted revenue. The amount should be related to the annual budgeted operating revenue
   c) The Policy states that the revenue is inclusive of GST. The amount should be exclusive of GST as local governments do not include GST in budgets or financial statements.
   d) Include an exemption that tenders do not apply. This is because when a tender is closed the validity period is 60 days. Council has already approved the budget and the scope of the tender and if the acceptance of the tender is within the Caretaker Period, the CEO would not be able to accept under delegated authority. Additional staff time will be required to request to tender submissions that extensions to the validity of price be approved until after the Caretaker Period and if Tenderer does not agree may need to be retendered.

5. If the Policy is endorsed it is recommended that the removal of election campaign issues is removed from the Policy. Election campaign issues will be difficult for local government employees to identify as the use of social media is extensive and the number of candidates is increasing (e.g. there were 17 candidates in the 2017 Local Government Kwinana Election and in the 2015 Local Government Kwinana Election there were 11 candidates) which will require resources to monitor the campaign issues for each candidate and issues could change on a minute by minute basis.

6. In the scheduling Major Policy Decisions section, it states "that the CEO shall reasonably ensure that, unless Extraordinary Circumstances apply, delegated authority from the Council to the CEO is not exercised whether the exercise of that delegated authority relates to a Major Policy Decision or an election campaign issue". Any reference to delegated authority should be removed from this Policy and delegations can continue even if it is a Major Policy decision or election issue. As previously mentioned knowing the campaign issues for candidates will require significant resources to manage and Council has agreed on the decisions that have been delegated to the CEO prior to the Caretaker Period and review this annually in accordance with the *Local Government Act 1995 the CEO then on delegates many of these powers to staff.* An election campaign issue may not occur until after an agenda has been released for an Ordinary Council Meeting, which will require a change to how the matter is dealt with. Most current matters of Council will be election issues.

   One purpose of delegated authority is that the customer receives a response to their request promptly. This Policy will impact the customer and delay a decision being made in relation to their application or request. The City of Kwinana are developing strategies to improve the customer service experience, not hinder the quality of the experience.

7. Council Reports Policy Statement – Remove any reference to the CEO unless the Policy includes a framework around how to determine if it does or does not constitute a Major Policy Decision. It may be beneficial that the decision maker is Council who

determine if the matter constitutes a Major Policy Decision. The framework needs to be clear to protect the CEO from any objections to their decision.

In addition to the Policy Statement, Council Reports are required where a response from an external stakeholder is required, such as a JDAP, which requires comments, and recommendations that may be an election issue or considered a Major Policy Decision.

8. Council Forums, Workshops or Briefings – Remove any reference to Council Forums, Workshops or Briefings in this Policy. It may be a requirement that the Major Policy Decision matter requires a briefing due to timing or availability of external presenters or request for submissions and the due date is within the 37 days.

9. As a result of grant funding or completion of infrastructure projects, promotional activities are planned and are sometimes a requirement of the funding body. It is recommended that this requirement be removed from the Policy and that all of Council are allowed to participate in promotional activities organised by the local government.

10. Candidates during the Caretaker Period – Remove that each candidate is provided with a copy of the meeting agenda at the time it is distributed. This is available online on each local government website and would require additional staff time in the agenda process.

    It is recommended that candidates are not required to be invited to every event as it may not be appropriate to attend due to conflicting beliefs that are known, such as a civic event celebrating the Muslim community and there is an anti-Muslim candidate running for election.

11. Elected Members nominating for re-election – These requirements could be considered in the Code of Conduct of each local government if the local government does not wish to adopt the Policy.

12. The City, during the Caretaker Period

a) Remove from the Policy that the City will avoid scheduling Civic Events and Functions from the Policy. Local governments plan events on an annual basis and the timing of these are generally around the same time each year. Local Government elections are held in mid-October and this is generally when outdoor activities and events commence.

b) Remove from the Policy the requirement to remove Elected Member profiles from the website. Elected Members are still performing their functions in accordance with the *Local Government Act 1995* and the profiles of each Elected Member help the community identify areas of interest and information that may assist them in any enquiry. This may also give an adverse perception of Elected Members as their profiles are different and it may be seen that they are not performing their duties at the same level of other Elected Members who are not a candidate in the upcoming election.

c) Remove from the Policy to not conduct Community consultation – local governments are being asked by the community for more consultation and engagement. This consultation and engagement is for a range of issues that may take a considerable amount of time and commencing the engagement or the schedule may fall within the Caretaker Period. The Council has endorsed a Community Engagement Council Policy that requires consultation which would include matters that are election issues and Major Policy Decisions.



Financial Management

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Agile includes topics that focus specifically on how local governments can best use their resources. It is important that they are transparent and accountable to their communities, while striking a balance between community expectations and the practical limitations of revenue and expenditure.

The topics addressed in this theme are:

- Financial management;
- Rates, fees and charges; and
- Beneficial enterprises.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

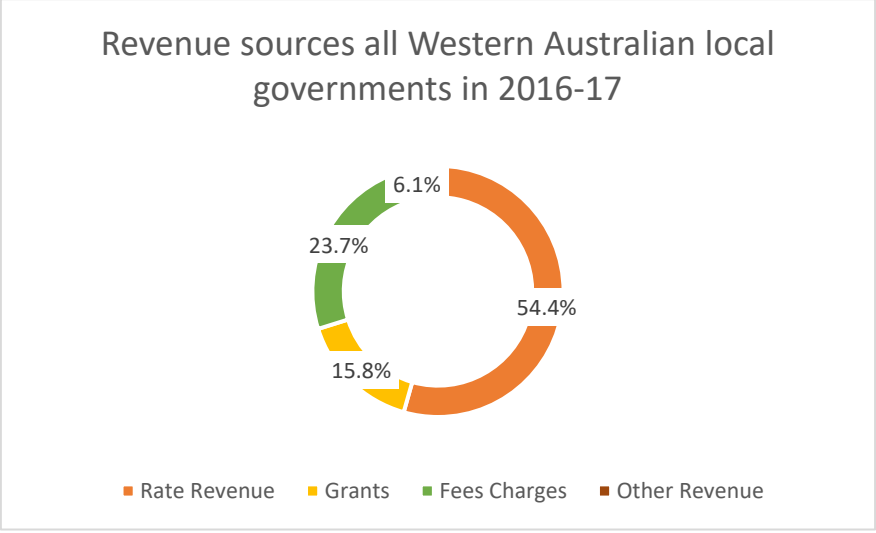
Introduction

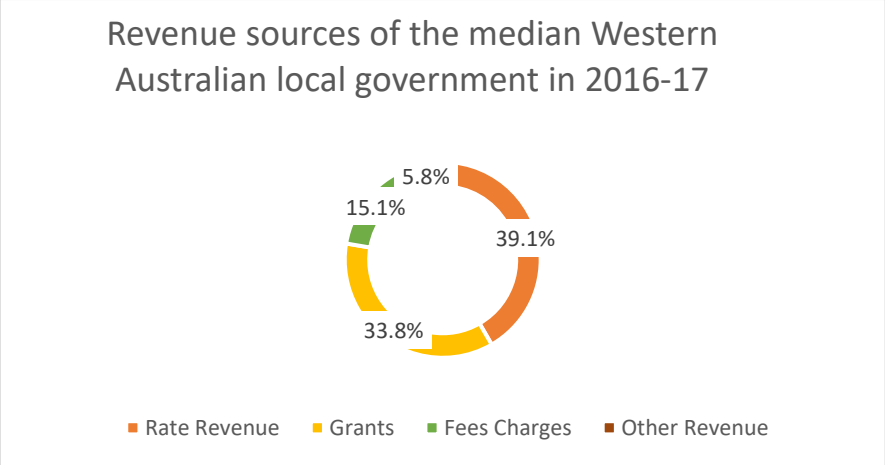
The local government sector's operating expenditure exceeds $4 billion annually and local governments manage an asset base worth more than $40 billion. To deliver services efficiently and effectively, local governments must be prudent users of public funds. Local governments must be transparent and accountable and strike a balance between community expectations and the practical limitations of revenue and expenditure.

There are a number of accountability measures in place to provide financial oversight of local governments, including:

- The Office of the Auditor General, which is taking responsibility for local government audits following the introduction of the legislation in 2017;
- The requirement to give public notice for rates and other financial matters;
- Publication of annual reports (it is proposed to make these available online); and
- MyCouncil website which provides a geographic, demographic and financial snapshot of each local government.

Local government revenue is principally drawn from rates, fees and charges, and grants from the State and Commonwealth Governments. Financial Assistance Grants from the Commonwealth, administered by the Local Government Grants Commission comprise approximately 40% of the grants received by the local government sector, with the remaining 60% allocated from State Government grant programs. In the last two years, rates have made up approximately 55% of local government operating revenue, with grants from the State and Commonwealth Government making up around 15% of local government operating revenue.





The split in revenue sources varies considerably across the State which reflects the diversity of local government. In 2016-17, grants from the State and Commonwealth were the primary source of funding for 27% of the State's local governments. In over half of the State's local governments, revenue from State and Commonwealth grants made up more than one-third of their total operating income.

Across the sector, expenses are generally divided evenly between salaries, materials and replacement costs for assets. Again, the proportion spent on each category varies considerably between local governments.

To manage their finances, local governments are required to prepare a budget annually. The Act requires that a local government is to, having regard for its Integrated Planning and Reporting documents, prepare an estimate of its upcoming expenditure, the revenue and income it will receive independent of rates, and the amount in rates required to make up any deficiency. This approach means that local governments are required to establish their budget by first determining the amount they wish to spend and then estimate the revenue sources required to fund this outlay.

Investments

Section 6.14 of the Act allows local governments to invest surplus funds. Many local governments hold significant amounts in cash reserves, including those obtained through development contributions. To ensure the public receives the benefits of these reserves, local governments need to invest these funds wisely.

The types of investments that local governments are permitted to make are restricted by Regulation 19C of the *Local Government (Financial Management) Regulations 1996*. This regulation states that local governments may not invest in:

- Deposits with an institution except an authorised institution;
- Deposits for a fixed term of more than three years;
- Bonds that are not guaranteed by the Commonwealth Government or a State or Territory government;
- Bonds with a term to maturity of more than three years; or

- A foreign currency.

The following table indicates the investment rules in other Australian States:

Jurisdiction	Investment rules
New South Wales	Permitted investments: • Any public funds or securities issued by or granted by the Commonwealth, any State of the Commonwealth or a Territory; • Any debentures or securities issued by a council; • Interest bearing deposits with or any debentures or bonds issued by, an authorised deposit-taking institution, but excluding subordinated debt obligations; • Any bill of exchange which has a maturity date of not more than 200 days: and if purchased for value confers the holder in due course a right of recourse against band which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority; and • A deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.
Victoria	Permitted investments: • In Government securities of the Commonwealth; • In securities guaranteed by the Government of Victoria; • With an authorised deposit-taking intuition; • With any financial institution guaranteed by the Government of Victoria; • On deposit with an eligible money market dealer within the meaning of the *Corporations Act*; and • In any other manner approved by the Minister after consultation with the Treasurer either generally or specifically, to be an authorised manner of investment for the purposes of this section.
Queensland	The *Statutory Bodies Financial Arrangements Act 1982* provides for a tiered approach to local government investment rules. Local governments are assigned one of three bands based on size. Most local governments are category one local governments with limited investment powers, six larger

Jurisdiction	Investment rules
	regional councils are assigned category two, while the City of Brisbane is a category three. The types of investments permitted for each category of local government are specified in the Act and Regulations.
South Australia	Local governments in South Australia operate with a principle-based regulatory approach to investments which affords them greater autonomy than other States. A local government may invest money under its control but must, "exercise the care, diligence and skill that prudent person of business would exercise in managing the affairs of other persons and avoid investments that are speculative or hazardous in nature." The council must also have regard to the: • Purposes of the investment; • Desirability of diversifying council investments; • Nature of and risk associated with existing council investments; • Desirability of maintaining the real value of the capital and income of the investment; • Risk of capital or income loss or depreciation; • Potential for capital appreciation; • Likely income return and the timing of income return; • Length of the term of a proposed investment; • The period for which the investment is likely to be required; • The liquidity and marketability of a proposed investment during, and on the determination of, the term of the investment; • The aggregate value of the assets of the council; • The likelihood of inflation affecting the value of a proposed investment; • The costs of making a proposed investment; and • The results of any review of existing council investments.
Tasmania	A council may invest in any investment approved by the Treasurer.

What are the opportunities for reform?

The current approach to regulating investments has been criticised by the sector as overly restrictive. It was informed by incidents in 2007 when multi-million dollar losses were suffered by a number of Western Australian local governments who had invested in Collateralised Debt Obligations (CDOs) with Lehman Brothers.

In 2016, the Department considered a new approach to regulate investments. The review noted that the types of investments prohibited by the Regulations did not necessarily correlate to risk. For example, while local governments are not permitted to invest in long term deposits for a period greater than 12 months (which is considered on balance a low-risk investment) there was nothing in the regulations preventing local governments from investing in shares or investments like the CDOs that were in part responsible for the Global Financial Crisis.

One approach to resolve this situation involved the introduction of a mandatory requirement for local governments to have an investment policy which would be endorsed by council and regularly reviewed.

Proposal - Investment policy

A council endorsed policy, reviewed annually that describes:

- restrictions on allowable instruments;
- provisions for portfolio diversification;
- suitable benchmarks for measuring performance;
- allowance for both financial and social investments;
- valuations for reporting purposes to be on a market-to-market basis, with real property being valued every three years at a minimum, and ideally on an annual basis;
- provisions for minimum reporting requirements; and
- processes for the selection and review of investment advisors.

Further, local government investments would be defined as either Tier One or Tier Two. Tier One investments would incorporate low risk investments that local governments would be able to use with minimal regulatory oversight. Tier Two investments would require additional due diligence such as the development and approval of investment plans by the Department or another regulator.

Development contributions

Development contributions are an important tool for local governments to fund infrastructure in growing communities.

State Planning Policy 3.6 prepared under the *Planning and Development Act 2005* describes the principles and considerations of development for infrastructure in urban areas. Under the policy, local governments may set out a system of charging development contributions through their planning scheme.

Development contributions can be sought for infrastructure required to support the development of an area. Local governments may seek:

- land contributions (for example, land for widening roads, public space, or primary schools);
- infrastructure works for public utilities and roads;
- monetary contributions for water and sewerage; and
- community infrastructure.

Contributions are for the initial capital requirements only and not for ongoing maintenance or the operating costs.

Local governments seeking contributions for community infrastructure must be supported by a community infrastructure plan, capital expenditure plan, growth forecasts and a method to determine proportional costs between new and existing areas.

The role of development contributions is being considered as part of the Department of Planning's review of the State Planning Policy.

Debt

Section 6.20 of the Act provides local governments with the power to borrow money or obtain credit.

Local governments in Western Australia do not need to seek external approval to borrow although financial indicators, including a debt service ratio, must be reported in their annual report. Additionally, they are restricted in that their borrowings may be secured only by giving security over their income from general rates or untied Government grants (section 6.21). Under section 6.21(3), the Treasurer has the power to make directions to local government in respect to borrowing.

Debt is a contentious issue. Some people believe that debt should be avoided wherever possible. Another perspective is that the prudent use of debt serves a user pays philosophy by enabling multiple generations to contribute to infrastructure projects they will use into the future.

In 2014, an Australian Centre of Excellence for Local Government (ACLEG) report noted that local governments across Australia have low levels of debt relative to security, income levels and service responsibilities.

For the four years between 2013-14 and 2016-17, the average Debt Service Cover Score across local governments in Western Australia was 8.2 out of a possible 10.

The Municipal Association of Victoria recommends that local government debt does not exceed 60% of their annual rate revenue. Further demonstrating Western Australian local governments' conservative approach to debt, just three local governments in the state exceeded 60%, with the state-wide average being 16%. As noted by the Local Government Association of Tasmania, aiming for zero-debt usually results in under-investment in a council's infrastructure assets and is a burden on current ratepayers.

To fund infrastructure, local governments in Western Australia will often access several grants from State and Commonwealth Government sources. Even if local governments then borrow in order to make a contribution themselves, this may constitute only a small part of the whole cost. Thus many local governments operate with a very small debt load. In 2016-17, the long-term liabilities of the sector were approximately $767 million compared to an annual operating revenue of more than $4.1 billion.

What are the opportunities for reform?

Public notice of borrowing

Local governments are required to give one month's public notice in relation to borrowing in three circumstances:

- Borrowing that has not been included in the annual budget;
- Where a local government has exercised its power to borrow for a purpose but no longer wishes to use the funds for that purpose; or
- Where a local government has exercised its power to borrow for a purpose and has funding left over.

Ceasing the requirement to give public notice would relieve an administrative burden (which local governments argue rarely generates community interest) but decrease financial transparency for this element of local government finances.

Security over borrowing

Local governments are currently restricted from borrowing in that their borrowings may be secured only by giving security over their income from general rates or untied Government grants. Freeing local governments from this requirement may increase the legitimacy of borrowing as a financial management tool and serve to reduce the stigma associated with local government debt.

Some local governments have contended that they should be permitted to secure funds using their assets. Local governments have suggested that 'commercial' assets

such as property and infrastructure like airfields could be used to secure loans at competitive rates. Many of the land assets that are held by the local government are under their care and control, not outright ownership. Some local governments do own land freehold.

Procurement

Local governments are significant procurers of goods, services and capital supplies. In 2016-17, local governments spent more than $1.1 billion on materials and services.

The *Local Government (Functions and General) Regulations 1996* establish procurement rules for local government.

Currently, Western Australian local governments are exempt from the requirement to invite tenders in relation to contracts involving an estimated expenditure or receipt of an amount of less than $150,000. When inviting public tenders, the local government is required to issue a State-wide public notice providing at least 14 days for interested parties to respond.

Regulation 11(2) of the *Local Government (Functions and General) Regulations 1995* provides for multiple scenarios where goods and services over $150,000 do not need to be publicly invited:

- from expenditure authorised in an emergency;
- through the Western Australian Local Government Association Preferred Supplier Program;
- within the last six months the local government has publicly invited tenders, but no tender was deemed satisfactory or if the local government has previously sought expressions of interest but no person as a result had been deemed satisfactory;
- the contract is determined via an auction (only by resolution of Council);
- the goods or services are to be supplied through the State or Commonwealth Government;
- for goods or services related to land involved in a boundary change;
- the local government has good reason to believe that it is unlikely that there is more than one potential supplier;
- purchases of petrol, oil or fuel for internal combustion engines;
- the goods or services worth up to $250,000 supplied by a person registered on the Aboriginal Business Directory WA;
- the goods or services are to be supplied by an Australian Disability Enterprise; or
- the contract is a renewal or extension where an open tender was used and the contract had the option for extension.

Under Regulation 24AD, local governments are also permitted to establish a panel of pre-qualified suppliers. In this case the local government is required to issue an invitation to apply to join the panel.

When assessing publicly advertised tenders, regulation 18(4) requires that local governments employ a written evaluation to determine the tender that satisfies the criteria and is the most advantageous to the local government to accept.

Local governments have consistently advocated for raising the threshold where public tenders must be advertised. Some local governments have argued that council should have discretion in setting their own rules for procurement, including tender thresholds.

Throughout this review, local governments both large and small have called for less prescription in procurement rules because of the investment required to comply with open tender rules. These concerns must be balanced with the need for a procurement framework that provides confidence for suppliers and the community. High profile breaches of tendering rules have reduced this confidence. Concerns regarding procurement practices is one of the major sources of community complaints to the Department.

The following table describes the threshold for public invitation (tendering) in other Australian jurisdictions.

Jurisdiction	Threshold for public invitation
New South Wales	$100,000
Victoria	$150,000 (Goods and services); $200,000 (Capital works)
Queensland	$200,000
South Australia	At discretion of council (none prescribed)
Tasmania	$250,000
Northern Territory	$100,000

It is widely acknowledged, including by the Commissioner of the Corruption and Crime Commission, that procurement is an area most vulnerable to corruption. It is important that any reforms consider the risks in terms of corruption.

Under Regulation 11(2)(b), a local government is exempt from being required to invite tenders if it obtains goods and services through the Western Australia Local Government Association's (WALGA) Preferred Suppliers Program (PSP). WALGA's PSP is designed to enable member local governments to obtain advantages from a bulk purchasing arrangement for the benefit of local government in Western Australia.

What are the opportunities for reform?

Align local government procurement rules with the State Government

State Government procurement rules are set by the State Supply Commission (SSC) under its own legislation. Under the legislation, the SSC has the power to publish procurement policies that agencies must adhere to. Currently, there are six procurement policies covering matters such as value for money, open and effective competition, procurement planning and contract management. These policies also establish tender thresholds for State Government agencies.

Tender thresholds for most State Government agencies

Purchases	Methods permitted
Up to $50,000	Direct sourcing Verbal quotations Written quotations
Between $50,000 up to $250,000	Written quotations (goods or services not on the Common Use Arrangement)
Over $250,000	Open tender

Another key difference between State and local government purchasing rules is the Common Use Arrangement (CUA). The CUA requires State Government agencies to use specific suppliers for specified items. Most CUAs are mandatory for State Government agencies in the metropolitan area. There are currently no rules requiring local governments to use the CUA and the CUA operates separately to the WALGA preferred supplier scheme. Local governments can use the CUA if they wish, thereby benefiting from the buying power of the State Government.

The differences between the CUA and WALGA's PSP includes:

- PSP tends to be more inclusive of suppliers rather than exclusive as in the CUA;
- Some PSP's have been established as a national agreement to access the buying power of the local government sector nationally;
- Many CUAs are mandatory for State agencies, while it is not mandatory for local governments to use the PSP; and
- PSP's have a commission or levy as part of the agreed arrangement between WALGA and the supplier.

Overall, while the monetary threshold before public advertising used by the State Government is greater than local government, the SSC's regime of procurement policies means that in general, local governments enjoy greater autonomy and fewer procurement oversights than their State Government counterparts.

Scale the tender threshold to local government size and capacity

Local governments vary considerably in respect to their expenditure. The combined operating budget of the State's 40 smallest local governments is less than the annual operating expenditure of the State's largest local government.

The variation between the size of local governments complicates setting a single tender threshold for the sector. For 88 of the State's 137 local governments, the threshold of $150,000 represents more than 1% of their annual expenditure. This means that $150,000 can represent a significant proportion of the total annual budget of many local governments.

At the other end of the spectrum, 27 local governments have an annual budget that exceeds $50m annually. For these local governments, $150,000 is a comparatively small amount of their total annual budget.

Tender threshold based on local government expenditure

One option is to set tender threshold rules based on a local government's annual average expenditure. Under this approach, local governments would be required to advertise for tenders for goods, services and capital works with an anticipated value that is greater than a prescribed percentage of that local government's average annual operating expenditure over a set number of years up to a maximum amount.

Example – tender thresholds scaled to expenditure

Over the last three financial years a given local government has had an annual operating expenditure of $63 million, $60 million and $59 million. The three-year average annual operating expenditure of the local government is $60.6 million.

Under an approach that scaled tender thresholds according to expenditure, the local government would need to advertise for tenders for goods, services or capital works with an anticipated value that was greater than a prescribed percentage of this average annual expenditure.

In this scenario, if the prescribed percentage was 0.25%, for example, the tender threshold for the local government would be $151,500.

This approach would still require a nominal ceiling amount where a public call for tenders is required to take into account the comparably large annual expenditure of approximately a dozen large metropolitan local governments and floor to take into account the majority of small regional local governments with an operating budget closer to $10m.

Another option using banding based on operating budgets could be employed is shown below:

Operating Expenditure	Threshold percentage	Range of public tender amount	Number of local governments currently in category
More than $40 million	0.5%	$200,000 - $200,000 +	34
More than $10 million but not greater than $40 million	1.75%	$175,000 - $200,000	38
More than $5 million but not greater than $10 million	3%	$150,000 - $175,000	44
Less than $5 million	3%	Less than $150,000 - $150,000	21

In this case, tiers of operating budget are used to set the public tender amount. As local government expenditure and capacity grows, local governments would graduate to a higher tier.

Tender threshold based on an assigned band

Another approach could be to set the tender threshold based on an assigned band. Banding is currently used by the Salaries and Allowances Tribunal (Tribunal) to set the remuneration of council members and local government Chief Executive Officers.

Local governments are categorised into one of four bands by the Tribunal based on a model that incorporates factors such as population, diversity of services, significant social, economic and environmental issues and expenditure.

Incorporating Tribunal bands could better reflect the diversity and varying capacity of local government. On the other hand, it could be argued that purchasing risk is not aligned with the factors used by the Tribunal.

One example of how the Tribunal's bands could be related to the tender threshold is shown in the table below:

Tribunal band	Tender threshold	Example local governments
1	$250,000	Bayswater, Bunbury, Gosnells, Kalgoorlie-Boulder, Port Hedland, Swan
2	$200,000	Esperance, Harvey, Northam, Nedlands, Vincent, South Perth, Subiaco
3	$150,000	Capel, Claremont, East Fremantle, Gingin, Ravensthorpe, Yilgarn
4	$100,000	Bruce Rock, Cue, Dundas, Peppermint Grove, Yalgoo, Westonia

Assigned band based on risk assessment

Assigning a local government's tender threshold according to risk may present a means to reward good governance. Currently, local governments are assigned a risk category by the Department annually based on their financial performance and general governance. By expanding and diversifying the factors taken into account, it may be possible to scale the tender thresholds to meet the diverse capacity of local government. This method, known as graduated compliance, would be the most sophisticated of the tiered approaches but would also be the most complex to administer and could result in substantial changes year over year.

Reform to tender exemptions

Exemptions for public advertising of tenders reflect that in some circumstances the need to efficiently supply the goods outweighs the benefits of an open tender process. Exemptions also exist based on the notion that certain contracts can be filled using alternative tender processes that afford appropriate levels of due diligence.

For example, in much of the State securing suppliers to provide goods and services can be a challenge. Regulation 11(f) provides a broad exemption from advertising tenders in circumstances where, for any reason, the local government has good reason to believe that it is unlikely that there is more than one potential supplier. Other exemptions provide exclusions for goods and services purchased through WALGA's preferred supplier program and for specific products like petrol or oil.

Some local governments have suggested that the rules concerning exemptions need to be clarified in the Act. They argue that the current rules concerning the definition of

a “contract” can create confusion and lead to varying interpretations. For example, on occasion local governments have sought clarification about whether the reoccurring supply of services such as repairs to a sporting facility’s lights or services with indefinite cost such as legal fees should be regarded as a single contract or multiple contracts over a period for the purposes of the threshold

Criteria for assessing advertised tenders

Local governments are provided with considerable autonomy in selecting the criteria to be used for assessing advertised tenders. Regulation 18(4) requires that local governments employ a written evaluation to determine the tender that satisfies the criteria and is the most advantageous to the local government to accept.

State Government agencies are required to adhere to the SSC’s policies which include that a public authority must ensure that its procurement of goods and services achieves the best value for money outcome and are aligned with government policies, objectives and strategies and that it actively supports government initiatives.

Reforms to the regulations could provide for greater clarity of the criteria that local governments must use globally for assessing tenders. In line with SSC policies, this criterion could include value for money and acting in the public interest.

Consequences of non-compliance

While the Act establishes tendering rules, the legislation does not establish consequences for noncompliance. Historically, if there is insufficient evidence of corruption, issues of non-compliance with tendering rules has been viewed as a behaviour and conduct issue for local governments to resolve. However, resolving matters at a local government level may not be practicable or appropriate if the Chief Executive Officer as the employing authority is responsible for the non-compliance.

For State Government agencies, the *State Supply Commission Regulations 1991* sets out graduated consequences for non-compliance. Under the regulations the SSC may do the following:

- Give notice of the non-compliance to the agency asking that the matter be addressed within a prescribed period;
- Require that an agency attends a meeting with the SSC;
- Appoint a person to supervise procurement at the cost of the agency;
- Publish the name of the agency in its annual report; and
- Recommend to the Minister that the agency’s ability to procure under the *State Supply Commission Act 1991* is revoked and that purchasing powers revert to the SSC.

Timely payment of suppliers

The legislation does not prescribe standards for timely payments. The Regional Chamber of Commerce and Industry and the Small Business Development Corporation have called for reforms that ensure the timely payment of suppliers.

In 2018, the Auditor General published a report which found that while the majority of the 10 local governments audited made payments to suppliers on a timely basis, few had policies in place to ensure timely payments. Among the Auditor General's three recommendations was the notion that that local governments should have policies or procedures that clearly require payment of invoices within specific periods after receiving the invoice or after the receipt of goods and services. Reforms to legislation could mandate that local governments adopt a policy for invoice payment and/or specify a maximum allowed payment period.

Another option is to align the rules for timely payment of suppliers with State Government requirements. Treasurer's Instruction 323 requires State Government agencies to make payments within 30 days of the receipt of the invoice, or within 30 days of the provision of the goods or services (whichever is later).

Regional price preference

The *Local Government (Functions and General) Regulations 1996* enables a local government outside the metropolitan area to offer a regional price preference. The regional price preference encourages governments to use locally sourced suppliers allowing local governments to assess a tender from a regional supplier as if the price bids were reduced.

The maximum permitted regional price preference to a regional tenderer is up to 10% for goods and services or 5% for building services up to a maximum price reduction of $50,000. Under State Government tendering rules, the maximum permitted regional price reduction is $250,000.

Both local government and the Regional Chamber of Commerce and Industry (RCCI) have called for the cap to be increased in line with the State Government limits.

Raising the cap may further promote opportunities for local governments to buy local but may also increase costs for regional local governments.

Local government operating budgets vary considerably. For many regional local governments, the $50,000 cap represents a comparatively large proportion of their annual budget. The current cap restricts the value of the regional price preference of tenders with a value greater than $500,000. More than half of the State's local governments have an annual operating budget of less than $10,000,000.

In their submission to earlier consultation on the Act Review, Local Government Professionals Australia WA requested that the legislation be amended to specify that all purchases and not just goods and services and construction services be eligible for the regional price preference.

Who should authorise payments?

Regulation 12 of the *Local Government (Financial Management) Regulations 1996* provides council with autonomy to determine what payments a Chief Executive Officer is authorised to make. If council delegates authority to make payments, Regulation 13 requires the Chief Executive Officer to prepare a list of accounts each month that shows details of the payment including the amount paid and details of the payee, the date and amount of the payment.

During the review, some staff within local government administration asserted that the autonomy provided for in the regulations contributes to confusion in roles and responsibilities between council and administration. The staff asserted that Regulation 12 allows councils to establish a delegation approach that results in routine payments being queried by council. To clarify who can authorise payments, some staff within local government administration have called for the regulations to prescribe thresholds for when council approval is required.

Currently, local governments are required to prepare a monthly report to council detailing the list of accounts paid by the Chief Executive Officer under delegated authority. As an alternative, reforms could be introduced that would require the Chief Executive Officer only to provide council with the report, when requested by council.

Disposal of property

During earlier consultation on the Act Review, submissions were received concerning the disposal of property. Amendments to these provisions will be considered as part of broader reforms to the financial management framework.

Annual reporting

Financial reporting is not a unique requirement to local government. All State Government and Commonwealth department financial reports are audited by their respective Offices of the Auditor General and must be tabled in Parliament. In the private sector, audited financial reports for many types of companies must be submitted to the Australian Securities and Investment Commission and prescribed types of charities must submit a general purpose financial statement that complies with the Australian Accounting Standards to the Australian Charities and Not-for-profits Commission.

Reporting requirements of not for profit organisations in Western Australia

The financial reporting rules for not for profit organisations vary based on their operating revenue.

Small not for profit organisations with an annual revenue of less than $250,000 may (but are not required to) submit an annual financial report to the Australian Charities and Not-For-Profit Commission (ACNC) as the sector's statutory regulator.

Medium sized not-for-profit organisations with an annual revenue of $250,000 or more but less than $1 million must submit an annual financial report to the ACNC that is independently audited or reviewed according to ACNC standards.

Large charitable funding organisations with an annual revenue of $1 million or more must submit an annual financial report that complies with the Australian Accounting Standards and has been independently audited to the ACNC and submit an independently audited report to the members of their organisation.

Local governments are required to prepare an audited financial statement annually. The statement is required to meet the Australian Accounting Standards (AAS) as modified by the Act and Regulations.

Legislation requires that local governments calculate and publish seven financial ratios in their annual financial statements. Financial ratios are increasingly used across Australia as an important performance indicator for public sector entities, including local government.

Across Australia, local governments are required to calculate and publish different ratios. The lack of consistency makes the comparison of financial performance across local governments around the country more complex. Likewise, methods of valuation used to calculate ratios under the International Valuation Standard can vary, which means that ratios are a guide or indicator rather than a definitive account of financial health.

Ratio name	Calculation	Used in
Current / liquidity ratio / working capital ratio	Current assets - restricted assets / current liabilities – associated with restricted assets	Western Australia Victoria
Current ratio (method two)	Current assets – external restrictions / current liabilities – specific purpose liabilities	New South Wales

Ratio name	Calculation	Used in
Asset consumption ratio	Depreciated replacement costs of depreciable assets / current replacement cost of depreciable assets	Western Australia Tasmania
Asset renewal ratio	Net present value of planned capital renewals over 10 years / net present value of required capital expenditure of 10 years	Western Australia Tasmania[1]
Asset sustainability ratio	Capital renewal and replacement expenditure / depreciation	Western Australia Queensland South Australia Tasmania
Debt service cover ratio / debt ratio	Annual operating surplus before interest and depreciation / principal and interest	Western Australia
Debt service ratio (method two)	Interest expense and principal repayments / operating revenue excluding capital grants and contributions	New South Wales Victoria
Operating surplus ratio / financial performance ratio	Operating revenue – operating expense / own source operating revenue	Western Australia New South Wales Queensland South Australia Tasmania
Own source revenue / coverage ratio	Own source operating revenue / operating expense	Western Australia
Own source revenue ratio (method two)	Total continuing operating revenue – all grants and contributions / total continuing operating revenue including capital grants and contributions	New South Wales

[1] 20-year period in Tasmania

Ratio name	Calculation	Used in
Rates, annual charges, interest and extra charges outstanding percentage ratio	Rates, annual and extra charges outstanding / rates, annual and extra charges collectible	New South Wales
Cash expense cover ratio	Current year's cash and cash equivalents + all term deposits / payment from cash flow of operating and financing activities	New South Wales
Debt commitment ratio	Debt servicing and redemption costs / rate revenue	Victoria
Revenue ratio	Rate revenue / total revenue	Victoria
Debt exposure ratio	Total indebtedness / total realisable assets	Victoria
Net financial liabilities ratio	Total liabilities – current assets / total operating revenue – capital items	Queensland South Australia
Net financial liabilities ratio variation	Total liabilities – current assets / total operating revenue – operating expenses	Tasmania

In Western Australia, benchmarks for the seven ratios that local governments must report on were set in Departmental guidelines published in 2013. While these benchmarks are not legislated, the use of the benchmarks to inform the Department's risk management approach means that they are of considerable interest to local governments.

Ratio	Benchmark
Current ratio	100%
Asset consumption ratio	≥ 50%
Asset renewal ratio	Basic ≥ 75%

Ratio	Benchmark
Asset sustainability ratio	Basic ≥ 90%
Debt service cover ratio	Basic ≥ 200% Advanced ≥ 500%
Operating surplus ratio	Basic 1% - 15% Advanced > 15%
Own source revenue coverage ratio	Basic 40% - 60% Intermediate 60% - 90% Advanced > 90%

What are the opportunities for reform?

Amend the financial ratios

Altering the financial ratios that local governments are required to calculate and report may improve awareness and understanding of local government financial performance.

The choice of ratios used in Western Australia has been the subject of criticism. Some in the sector view the ratios as an ineffective metric that can be misrepresented and that do not give a true reflection of financial performance and asset management.

The publication of the Financial Health Indicator on the MyCouncil website, which uses financial ratios in its calculations, has brought greater attention to financial health and highlighted the role that ratios can perform aggregating otherwise complex financial data. Financial ratios are a key tool in local government performance measurement in other Australian states and it is important that the metrics used in Western Australia are meaningful and useful.

Building Upgrade Finance

Building Upgrade Finance (BUF) is a scheme whereby a local government administers loans issued by financiers to non-residential building owners to upgrade their buildings. The local government uses a levy on the building owner to recover the funds on behalf of the financier. The approach has been used in Victoria, South Australia and New South Wales as a mechanism to encourage non-residential property owners to invest in environmentally conscious building upgrades.

BUF involves three parts:

- The building owner agrees to undertake works;
- A financier agrees to finance the works; and

- The local government agrees to recoup the loan (known as a building upgrade charge).

The arrangement means that the loan is tied to the property rather than property owner. Responsibility to pay for the loan shifts if the ownership of the property changes. In other Australian States that have employed this approach, the local government is by law not financially liable for any non-payment by the building owner. Local governments are required to use their best endeavours to recover the loan. As the loan is recovered via the same powers as rates or a service charge, in the event of non-payment, local governments have the same powers available to recover unpaid rates or service charges. This can include taking possession of the land and selling the property.

What are the opportunities for reform?

The City of Perth and the Property Council of Australia have advocated for reforms to Western Australian legislation that would enable local governments to guarantee finance for building upgrades for non-residential property owners. In addition to building upgrades to achieve environmental outcomes, advocates have identified an opportunity to use this approach to finance general upgrades to increase the commercial appeal of buildings for potential tenants. In this way, BUF is viewed as means to encourage economic investment to meet the challenges of a soft commercial lease market in Perth and achieve economic growth.

BUF enables building owners to obtain finance that they may not normally have access to. For local government, the approach may allow for the achievement of strategic community objectives and provide an additional revenue stream. For lenders, the scheme is said to be a way for financers to participate in environmentally conscious investments and support technology like solar and have additional security because in the event of bankruptcy, recovery of the BUF takes precedence over other outstanding payments.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Financial Management**

1. Have you read the discussion paper associated with this survey?
    a. **Yes**
    b. No
2. Who are you completing this submission on behalf of?
    a. Yourself
    b. **An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
    a. Resident / ratepayer
    b. Staff member or CEO
    c. **Council member, including Mayor or President**
    d. Peak body
    e. State Government agency
    f. Supplier or commercial partner
    g. Community organisation
6. What best describes your gender?
    a. Male
    b. Female
    c. Other
    d. **Not applicable / the submission is from an organisation**
7. What is your age?
    a. 0 – 18
    b. 19 – 35
    c. 36 – 45
    d. 46 – 55
    e. 56 – 65
    f. 66 – 75
    g. 76+
    h. **Not applicable**
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
    a. **Yes**
    b. No
10. Do you wish for your response to this survey to be confidential?
    a. Yes
    b. **No**
11. What is your email address? **admin@kwinana.wa.gov.au**

12. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Local government purchasing rules should be consistent with the State Government."			x		
"Different procurement rules should apply to different local governments." *If the issues are around the tender threshold, then the threshold should increase.*		x			
"Local governments with few staff or small operating budgets should have fewer procurement rules to comply with." *Local governments should have the same requirements to follow but some of the rules may not be able to be applied to regional local governments and where this is the case, other controls could be implemented to ensure prudent financial management such as additional reporting requirements to Council if there is no segregation of duties, etc*		x			

13. What criteria should be used to set the threshold for when a local government must publicly advertise a tender? (select all options that should apply)
    a. None. Procurement rules should be consistent across local government
    b. A percentage of a local government's average operating expenditure
    c. Salaries and Allowances Tribunal bands
    d. An independent risk assessment
    e. Other (please specify)

It is recommended that the criteria should be $250,000 or 1% of a local governments operating expenditure (excluding non cash items), whichever is the greater, and that the Office of the Auditor General verify the amount for the following financial year in their audit report of the financial statements. This will remove any uncertainty in the calculation of the threshold amount. For the City of Kwinana, if the threshold was set at 1% of the operating expenditure this would generate a tender threshold of $557K.

It is recommended that the WALGA preferred supplier and State Government Common Use Agreements remain applicable for local governments.

14. Should the regulations set a threshold that a CEO is permitted to spend without needing approval from council?
    a. Yes
    b. No
    c. Unsure

15. Should the amount that a CEO is permitted to spend without needing additional approval from Council be scaled according to the local government's size or capacity?
    a. Yes
    b. No
    c. Unsure

It is recommended that any limitation placed on the delegated authority to the CEO to approve tenders should be set at the discretion of the local government and not prescribed in regulations.

16. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Local governments should be permitted to invest surplus revenue."					x
"Local government should have fewer restrictions on their ability to invest surplus revenue." *If local governments are considering alternative investment options that attract a higher risk for a higher return, then there should be an approval process that is undertaken or a review carried out by the Office of the Auditor General at the local governments expense and for the Audit Committee to consider the recommendation prior to investing.*			x		
"Different local governments should have different investment powers and rules." *All local government's should be required to follow the same rules when investing public funds.*	x				
"Certain types of investments should require independent approval." *It is recommended that the Office of the Auditor General is the independent reviewer and the local government's Audit Committee considers the recommendations of the review prior to the local government investing public funds.*				x	

17. Should local governments be required to give public notice in any of the following situations? (please select all options that should apply)
    a. Where a local government wishes to borrow money outside amounts listed in the annual budget
    b. Where a local government has exercised its power to borrow for a purpose but no longer wishes to use the funds for that purpose
    c. Where a local government has exercised its power to borrow for a purpose and has funding left over
    d. Public notice is not required in any of these situations
    e. Unsure

Public notice should not be required however a decision of Council should be required which should be carried by an absolute majority as these situations will result in budget implications.

18. Should local governments be permitted to secure loans using assets that they own freehold?
    a. Yes
    b. No
    c. Unsure

If a local government was to be refused a loan based on its revenue, then the assets that the local government owns freehold should be considered in any appeal to the WATC Board of that decision.

19. Should local government be permitted to participate in Building Upgrade Finance programs?
    a. Yes
    b. No
    c. Unsure

The risk of administering loans that the local government is not party to carries significant risks. Officers, who generally would be rates officers will be responsible to ensure payments are made in accordance with loan agreements, carry out debt collection for late payments and the possibility of using local government funds to repay loan repayments whilst Officers are attempting to recover the amount owing.

Although the loan is applied to the property an additional administrative burden is placed on the local government to collect the loan repayments and ensuring payments are made in accordance with the loan agreement as well as reducing the amount owing. If an owner cannot source loan funding to improve their property in their own right because they fail to meet the loan requirements of a financial institution, then the local government should not entertain such proposals.

20. What types of upgrades should be eligible for the program?
    a. Environmental upgrades
    b. Commercial upgrades
    c. Both environmental and commercial
    d. Neither
    e. Other (please specify)

21. Do you have any additional comments on the topic of financial management?

Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



DETAILED DISCUSSION PAPER

INCLUSIVE

Integrated Planning and Reporting

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Inclusive includes topics that focus specifically on how local governments represent and involve their communities in decision-making. As the tier of government closest to the community, there is an expectation that local governments represent the whole community, recognise diversity within their district and are responsive to community needs.

The topics addressed in this theme are:

- Elections;
- Community engagement;
- Integrated planning and reporting; and
- Complaints management.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

Integrated Planning and Reporting (IPR) is a foundation of modern local government. IPR enables community members and stakeholders to participate in shaping the future of the community and in identifying issues and solutions. IPR is a process designed to:

- Articulate the community's vision, outcomes and priorities;
- Allocate resources to achieve the vision, striking a considered balance between aspirations and affordability; and
- Monitor and report progress.

In addition, IPR aims to encourage local governments to link with and influence planning by others that also impact on community outcomes including regional planning bodies, State and Federal agencies and community organisations.

Prior to IPR being introduced in Western Australia, the following performance and sustainability issues in the sector were identified:

- Strategic planning systems that did not deliver accountable and measurable linkages between community aspirations, financial capacity and practical service delivery;
- Financial planning systems that failed to accurately demonstrate a local government's capacity to deliver services and manage assets that can sustain their communities into the future;
- Asset management systems lacking the rigour of process and integrity of data to accurately reflect true asset management costs; and
- General lack of a formal approach to workforce planning across the sector.

IPR addresses these concerns with processes to:

- Ensure community input is explicitly and reliably generated and informs the long and medium-term objectives of the local government;
- Develop plans to meet the objectives; and
- Identify the resourcing required to deliver the plans and enable rigorous and transparent prioritisation within resource constraints before finalising the plans.

IPR Framework and Guidelines

In 2010, the IPR Framework and Guidelines were introduced in Western Australia to assist local governments with the IPR process.

The Framework and Guidelines are aligned with nationally consistent practices. The Guidelines outline each component of the IPR Framework – its purpose; the process; the role of the community, council and administration – and how the components fit together. The following key local government planning processes are addressed in the Guidelines:

Preparation of the **Strategic Community Plan**, resulting in a ten year plan informed by community aspirations.

Preparation of the **Corporate Business Plan**, resulting in a plan that mobilises resources to implement the first four years of the Strategic Community Plan.

The Framework and Guidelines also establish mechanisms to review and report on all elements of the IPR process.

Strategic Community Plan

The Strategic Community Plan is the council's principal ten year strategy and planning document that reflects the community's aspirations for the long and medium term. It includes a clear definition of the council's strategic priorities, intentions for asset management and service delivery, and resourcing implications over the ten year period.

The Strategic Community Plan is structured with the local government's choice of strategic framework Usually this will include outcome areas of social, economic and environmental wellbeing, and good governance. A long term financial profile should be included and the strategic risks considered in the plan.

Corporate Business Plan

The Corporate Business Plan is the council's four year planning document. It gives effect to the first four years of the Strategic Community Plan and is pivotal in ensuring that the medium-term commitments are both strategically aligned and affordable.

The desired work program is developed and costed in detail. Generally, the first attempt will exceed what is considered affordable. After further prioritisation, a realistic work program with accompanying financial projections is settled upon.

The IPR process takes into account how the community is changing over time, with respect to demography, the nature of economic activity, people's expectations and so on. Technology is changing the way we communicate and interact with each other. The future may require different assets and services. The process also acknowledges that aspirations will almost always exceed resources and does not provide carte blanche for either unfunded commitments or unbridled rates increases.

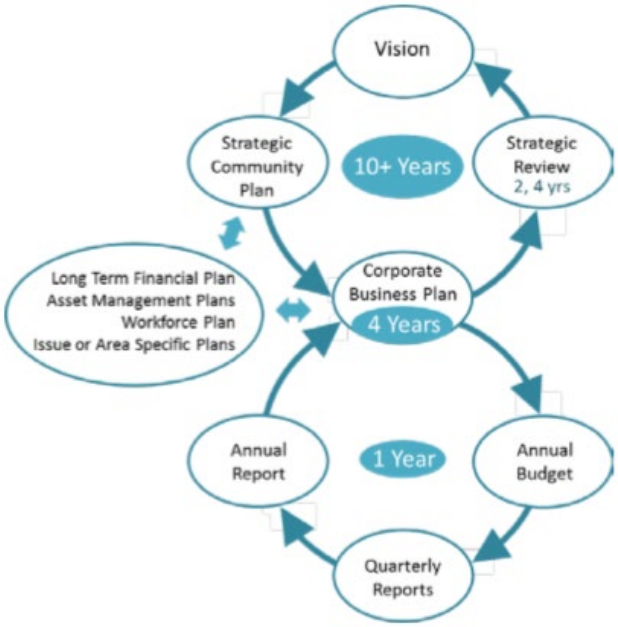


Figure 1. Integrated Reporting and Planning Cycle

Regulatory requirements

Section 5.56 of the *Local Government Act 1995* (the Act) and the associated Regulations require local governments to plan for the future of their district. At a minimum, regulations require local governments to develop a ten year Strategic Community Plan and a four year Corporate Business Plan that delivers on the Strategic Plan. Other provisions in the Act regulate the Annual Budget and Annual Report of local governments.

What are the opportunities for reform?

Planning

IPR is cyclical and normally begins with the development of a Strategic Community Plan. The Strategic Community Plan should be informed by community aspirations and reflects the community's vision, strategic direction, long and medium-term priorities and resourcing implications over a ten year period.

The Corporate Business Plan should activate the Strategic Community Plan through a four-year delivery program and incorporate the local government's other planning instruments such as asset, financial and workforce management plans.

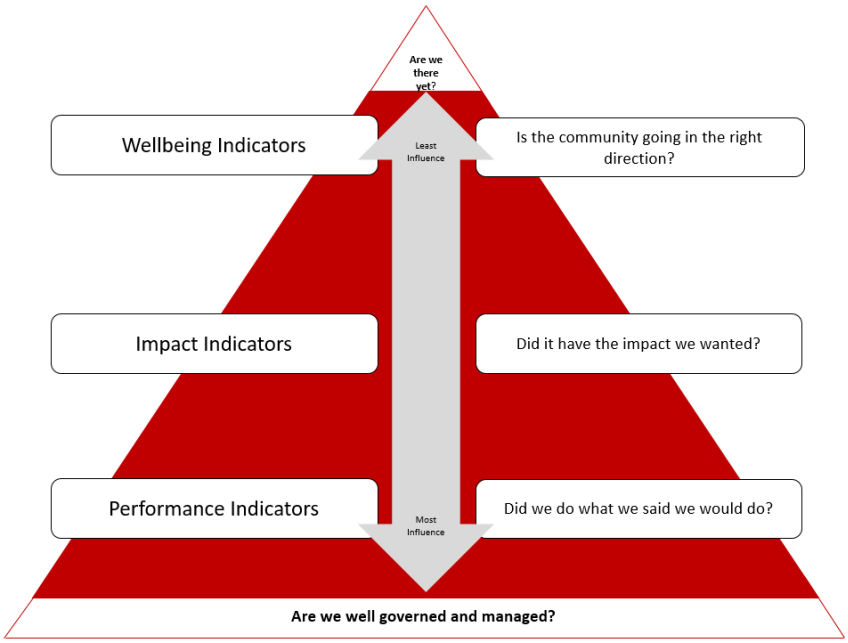
For IPR to be effective, the plans also need to be understandable and easily communicated. The local governments successfully implementing IPR have straightforward plans appropriate for the size of their organisation which are understood by their whole administration, council and the community.

The plans should be realistic and take into account the local government's available resources, requiring community expectations to be managed. Community consultation must be undertaken in conjunction with the local government's financial plan so that the prioritisation of resources can be understood and accepted by the community.

Reporting

The IPR framework incorporates two distinct but integrated parts, planning and reporting. IPR provides a structure for local government to report on their progress meeting strategic objectives and community aspirations informed by engagement and achievements.

Local governments are required to have regard to strategic performance indicators the ways of measuring its strategic performance by the application of those indicators in the Strategic Community Plan. This requirement is supported by the IPR Framework and Guidelines, which recommends that local governments measure progress delivering their IPR through a monitoring framework.



It is currently open to local governments to design complementary means of reporting progress and outcomes to the community. There are good examples in the sector, including video reports, user friendly newspaper inserts and displays at the local market. However, in other local governments the monitoring and reporting in respect to IPR could be improved.

In the decade since IPR's introduction, attention has been largely focused on embedding the planning aspects of the framework within the sector. Beyond the requirement for local governments to have regard for the strategic performance indicators and report certain financial measures in their annual financial report, which are collated and presented on MyCouncil.wa.gov.au, there is no formal performance reporting mechanism for local government in Western Australia.

Measuring achievement across local government has significant benefits. It enables identification of the success or failure of social policies and programs, or where greater investment may be required. It further provides a means to increase local government accountability and performance to the community and tools for the community and council to make evidence based decisions when assessing performance.

The concept of a central reporting framework has been visited several times in Western Australia and implemented to varying extents in other jurisdictions. Victoria has adopted the most ambitious program where local governments report progress on over 80 indicators annually on a central website. The Victorian approach includes standardised efficiency and effectiveness measures for diverse services such as animal management, roads, statutory planning, and governance. Local governments in Victoria are also required by law to conduct a community satisfaction review annually according to a set methodology.

A central reporting framework requires the development of specified and consistent measures and methods. One of IPR's strengths is its flexibility and adaptability to all local governments regardless of size and capacity. Under IPR, local governments may choose their own performance indicators because different local governments offer many different services and have different priorities.

The collection and reporting of this information also comes at a cost. While Victoria's approach has merits, Victorian local governments have greater resources and capacity. The budget of the smallest local government in Victoria (the Borough of Queenscliffe) is larger than 83 of WA's 137 local governments.

Integration and alignment

Integration is critical to the effectiveness of IPR. Integration can include alignment across the organisation with other activities, ensuring that the strategies are delivered, and alignment between the long, medium and short term.

Some local governments integrate IPR into their whole organisation's structure and processes by incorporating it into their Chief Executive Officer's Key Performance Indicators, flowing right down to their officers' position descriptions. Other local government plans are less integrated and function as standalone documents.

It is important to also link any issue specific strategies and plans, such as an information and communication technology (ICT) plan, recreation strategy or age-friendly community plan into the IPR suite.

State Government and local government alignment

The State Government has a number of statutory plans which local governments are required to develop such as Local Health Plans, Disability and Access Plans and Town Planning Schemes. Currently there is no requirement for these plans to be integrated with the IPR documents and each plan has different timeframes for completion and review. Administrative efficiencies are likely to result from integrating these plans with IPR and this would also assist in informing the IPR process. These statutory plans are controlled by different State Government departments which can make alignment challenging. If there was support for this approach the Department would work with these other agencies to better align the requirements with IPR.

The IPR process could also be used as a tool for communicating and realising priorities through the State Government. It is well recognised that local governments have a strong relationship with their constituents and are an effective vehicle for engaging

with the community. A stronger partnership between the State Government and local government through the development of IPR documents could result in greater consistency between State and local priorities and enhancing the delivery of both State and local policy and programs.

Community engagement

Community consultation and engagement plays a pivotal role in the IPR process. A number of local governments have adopted engagement plans which are recommended in the IPR Framework and Guidelines.

The IPR Framework and Guidelines includes a section on community engagement good practice and how local governments can have better collaboration with the community. The Framework and Guidelines are not prescriptive and remain flexible recognising that the engagement process will often differ depending on the local government's size, location and demographics.

Involving council members

The council sets the local government's strategic and policy directions and makes the final judgement call on the best balance between aspirations and affordability. The council has a formal role in adopting the Strategic Community Plan, Corporate Business Plan and Annual Budget.

Flexibility of IPR

The IPR Framework and Guidelines establish that IPR is not a "one size fits all" model and each local government should use IPR at a scale appropriate to the size and needs of their organisation and community. It is also recognised that local governments will have different approaches to IPR. The Framework and Guidelines were deliberately written with the flexibility that reflects this.

Some local governments like the ability to establish their own methodologies according to their particular circumstances. However, some local governments have indicated they would like more direction in the Framework and Guidelines to assist them in the IPR process and ensure consistency across all local governments.

Advisory Standards

The Advisory Standards published by the Department refer to the minimum regulatory requirements as well as "Achieving", "Intermediate" and "Advanced" Standards of IPR performance. It was expected that local governments should be on a pathway of continuous improvement, moving steadily through Achieving, Intermediate or Advanced Standards of IPR. Some local governments feel as though the advisory standards are not appropriate for them due to their size, location or capacity. For example, a small local government may not be able move from the "Achieving Standard" in regards to a Workforce Plan as the criteria in the "Intermediate Standard" is not relevant to them.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

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Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Integrated Planning and Reporting**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which Local Government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?

12. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Long-term and operational planning is an area where reform is required."	X				
"A local government should be free to conduct its long-term and operational planning in whatever manner it wishes." *The system and frequency currently in place provides sufficient flexibility and achieves a reasonable level of consistency across local governments.*			X		
"Local governments should conduct their long-term and operational planning in the same way." *Local governments should be able to determine how they carry out their long-term and operational planning depending on the community engagement strategy that the local government has adopted.*	X				
"Local governments with smaller populations and fewer staff should have fewer rules for how they conduct long-term and operational planning." *The system and frequency currently in place provides sufficient flexibility and achieves a reasonable level of consistency across local governments.*	X				
Local Governments with larger populations and more staff should have fewer rules setting how they conduct long-term and operational planning." *The system and frequency currently in place provides sufficient flexibility and achieves a reasonable level of consistency across local governments.*	X				
"Integrated Planning and Reporting documents need to be reviewed too frequently." *The system and frequency currently in place provides sufficient flexibility and achieves a reasonable level of consistency across local governments.*	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The timelines for reviewing Integrated Planning and Reporting documents need to be synchronised with council election cycles." *The system and frequency currently in place provides sufficient flexibility and achieves a reasonable level of consistency across local governments.*	X				
"There should be consequences for not complying with Integrated Planning and Reporting requirements." *There should be no financial consequences for not adhering to the requirements. There may be valid reasons why a local government hasn't complied with the requirements. It should be reported in the local government's compliance audit return whether they have complied with requirements without any consequences. The DLGSCI should adopt a capacity building approach with any local government that is struggling to meet their integrated planning requirements.*	X				

13. Should Integrated Planning and Reporting requirements differ based on any of the following criteria?

	Yes	No	Unsure
Population size		X	
Geographical size		X	
Location		X	
Salaries and Allowances Tribunal banding		X	
Other, please specify			

14. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Local governments should be required to publish measures of success in implementing their long-term and operational plans."					X
"Local governments should be required to publish measures of success against uniform key performance indicators." *The City of Kwinana recognises that there should not be uniform KPIs across the local government sector. Each local government is unique and should develop their own KPIs to report against.*	X				
"It is important that measures of success are comparable." *Local government carry out different services and perform their services differently. It is not recommended that the measures of success are compared to other local governments.*	X				
"Local governments should determine if they publish measures of success and what these measures should be." *If a local government has determined their measures of success, then they should be reported on. The City of Kwinana supports that local governments should be able to determine their measures of success.*	X				

15. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The State Government should use local government Integrated Planning and Reporting documents to inform policy and service delivery." *Local government integrated planning and reporting documents have not been specifically drafted for this purpose and should not be used.*	X				
"All local government plans, including Local Public Health Plans, Disability Access Plans and Town Planning Schemes, should be combined under Integrated Planning and Reporting." *They are part of the informing plans to the Strategic Community Plan.*	X				
"Local government Integrated Planning and Reporting needs to be conducted at a regional level to influence State Government policy and service delivery."	X				

16. What should the role of the community be in Integrated Planning and Reporting?

	Yes	No	Unsure
To be actively involved in the development of the Strategic Community Plan	X		
To provide feedback to the local government on Draft Strategic Community Plans and Corporate Business Plans *Feedback should be provided to local governments for Strategic Community Plans however a Corporate Business Plan is operational and feedback should not be mandatory.*	X		
To be notified of a local government's plans and reports (for example, publication of these documents on the local government's website)	X		

	Yes	No	Unsure
To assess the local government's success in achieving the priorities identified in the Strategic Community Plan *The success will be determined by specific, measurable, attainable, relevant and timely (SMART) KPIs which will include data and evidence based information to determine if the local government has been successful in achieving its objectives.*		X	

17. Should all Local Governments have to meet the following community engagement requirements when developing their IPR documents?

	Yes	No	Unsure
A minimum number of people or percentage of people involved in the engagement process *Local governments should be required to carry out community engagement in accordance with their community engagement strategy and should not have to meet a certain number to meet the requirements of community engagement.*		X	
Ensure that community engagement is representative of the community's diverse population	X		
Demonstrate the community has been engaged in the development of plans	X		
Demonstrate the community has been consulted on the completion of draft plans	X		
Other (please specify)			

18. Should community engagement requirements be the same for all local governments?
    a. Yes
    b. No
    c. Unsure

All local governments should undertake community engagement, however local governments should not be required to undertake community engagement in the same way.

19. Do you have any other comments on the topic of Integrated Planning and Reporting? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



Interventions

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Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

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Smart includes those topics that focus specifically on how local governments can best use their resources efficiently and rationally. It is important that they are transparent and accountable to their communities.

The topics addressed in this theme are:

- Administrative efficiencies;
- Council meetings;
- Interventions; and
- Local laws.

Have your say!

We need your input to inform how local government will work for future generations.

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Introduction

The *Local Government Act 1995* (the Act) provides means to regulate the conduct of local government officers and council members and sets out powers to scrutinise the affairs of local governments.

The Act provides the Minister with the ability to:

- Establish an inquiry by an Inquiry Panel;
- Suspend councils;
- Appoint Commissioners; and
- Dismiss a council.[1]

The Act also provides the Director General with the power to:

- Conduct authorised inquiries;
- Refer allegations of serious or recurrent breaches to the State Administrative Tribunal; and
- Commence prosecution for an offence under the Act.

Local governments are given powers to enforce the legislation, namely, to:

- Enter premises;
- Arrest a person suspected of committing an offence who fails to give certain information to a local government employee;
- Issue infringement notices; and
- Commence a prosecution for an offence under the Act.

In 2017-18, the number of authorised inquiries into local governments conducted by the Department was the highest it has ever been and more than three times the number of authorised inquiries conducted in the previous year. In the last 12 months, the Department and the Local Government Standards Panel have also received a record number of complaints regarding alleged breaches under the Act.

The inquiry into the City of Perth was the first Panel of Inquiry commenced since 2012-13 and independent reports from bodies such as the Corruption and Crime Commission have raised concerns regarding practices at some local governments. Local government, like all tiers of government, is not immune to misconduct.

There is a community expectation that the misconduct of local government officers and organisational dysfunction and governance issues within local governments are dealt with appropriately. This is achieved through balancing the ability of the State Government to intervene in local government matters and enabling local governments to operate as autonomous bodies in managing their own operations and affairs.

Taking an approach which enables the Department to work in partnership with local governments has the potential to improve good governance and performance across the local government sector, and strengthen local government capacity. Reforms

[1] Via an order made by the Governor.

could also enable the Department to be more flexible in investigating matters and enforcing the Act.

Investigations and inquiries

Complaints process

A person who suspects that a council member has committed a breach of the Act may make a complaint to their local government or to the Department, depending on what type of breach the complaint relates to. There are two types of breaches under the Act, namely minor breaches and serious breaches. A council member commits a minor breach if he or she contravenes a rule of conduct or a local law relating to meeting procedures. A serious breach occurs when a council member commits an offence under a written law and an element of the offence is that they are a council member. Serious breaches include a recurrent breach which occurs when a council member has been found to have committed two or more minor breaches.

The process for lodging a complaint about an alleged breach of the Act differs depending on the type of breach involved. If a person believes that a council member has committed a minor breach (i.e. contravened a rule of conduct or local law), he or she may make a complaint to the complaints officer of the local government. The complaints officer is then responsible for referring the minor breach complaint to the Local Government Standards Panel.

A person may make a complaint about a serious breach (i.e. a council member committing an offence under a written law) to the Director General. The Director General then decides how the matter should be dealt with, including whether it is appropriate for the matter to be referred to the State Administrative Tribunal.

What are the opportunities for further reform?

An amendment to the Act could be made to simplify the process of making a complaint so that both minor breach and serious breach complaints are to be made to the Director General who then decides how the complaints should be dealt with. This reduces red tape for local governments as it removes the requirement for the complaints officer of a local government to receive complaints.

State Government's ability to assist

Remedial action process

The options available to support local governments in challenging times are currently limited and can escalate to direct interventions such as suspending a council and installing a commissioner or dismissing the council.

Feedback received through previous consultation indicated that there was support for the State Government to provide intensive assistance and support to local governments by way of a remedial action process. The process could involve:

- Issuing a remedial notice to a local government requiring the provision of information or the performance of an action or activity;
- The appointment of a person to the local government administration to assist the local governments with its operations; and
- Requiring the local government to participate in a capacity building program.

What are the opportunities for further reform?

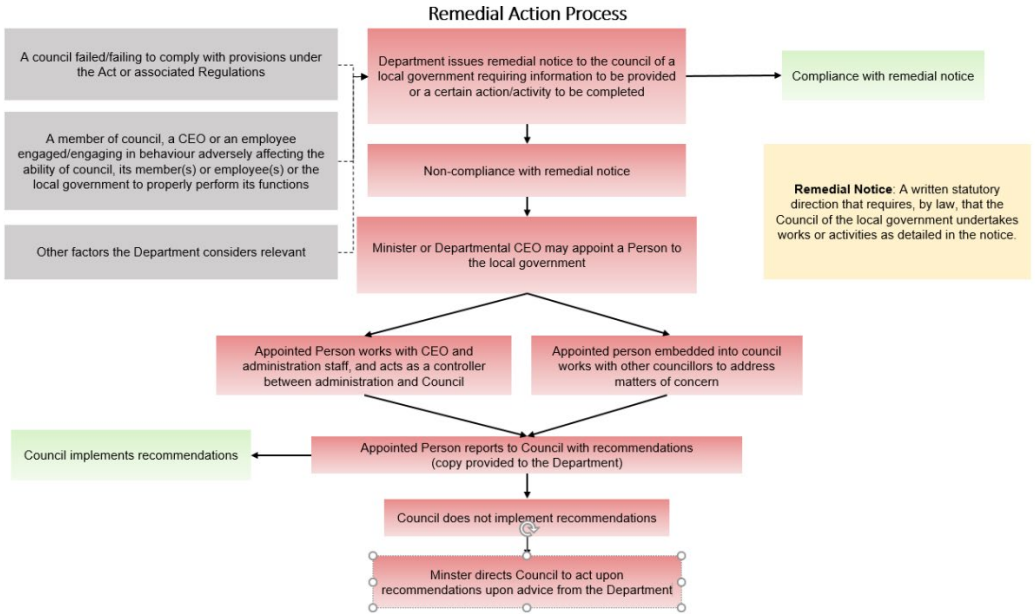
Building on the feedback from previous consultation regarding the power to appoint a person to the administration of a local government, the appointed person could be provided with the ability to direct the administration to perform certain actions and to override decisions made by the administration. This would increase the ability of the appointed person to ensure that the administration takes the necessary action to address the issues in question.

Additionally, the Act could be amended to enable the State Government to embed a person (with suitable expertise and experience) into a council. The person could have the ability to direct the council to perform certain actions and to override decisions made by the council if they were illegal or contrary to the interests of the community as a whole. This may take the form of the appointed person taking over the roles and responsibilities of the Mayor or President.

The intention of embedding a person into council is to allow the council members to remain on council and for the appointed person to work with council members to address the matters of concern. This may be particularly effective in situations where a council is dysfunctional.

This option of embedding an appointed person into a council is based on the model in Victoria. In Victoria the Minister can appoint a “Municipal Monitor” to a council (following written notice to the council of the appointment). The role of the “Municipal Monitor” or “Authorised Inspector” could include monitoring governance processes and practices, providing advice to council on governance improvements, and reporting to the Minister on any steps or actions taken by council to improve its governance and the effectiveness of those steps or actions.

The flowchart below outlines the proposed steps in the remedial action process.



Ensuring compliance with the Act

Improper use of Information

Under the Act, a person who is a council member, a committee member or an employee must not make improper use of any information acquired in the performance of his or her functions to gain an advantage for themselves or any other person, or to cause detriment to the local government or any other person. This offence does not apply to former council members, committee members or employees who use information (which they acquired when they were engaged with a local government) improperly.

What are the opportunities for reform?

The Department of Local Government and Communities initiated a review in 2015 of the *Local Government (Rules of Conduct) Regulations 2007* which included a recommendation that the improper use of information offence be extended to apply to former council members, committee members or local government employees. Feedback supported the recommendation, however, there was no consensus as to how long a person would be liable for such an offence following their separation from the local government (i.e. the period following their engagement with a local government in which they are prohibited from improperly using the information). The suggested time frames ranged from 12 months to five years. In most Australian states, the liability period for this type of offence is unlimited.

The Act could be amended to extend the improper use of information offence to former council members, committee members or employees for a particular period.

New offence – improper use of position

Under the *Local Government (Rules of Conduct) Regulations 2007*, a council member must not make improper use of his or her office as a council member to gain directly or indirectly an advantage for themselves or any other person, or to cause detriment to the local government or any other person.

As this regulation only applies to elected members, there is no equivalent "improper use of position" offence under the Act which applies to Chief Executive Officers or employees of a local government.

What are the opportunities for reform?

An amendment to the Act could be made to include an "improper use of position" offence which applies to council members, Chief Executive Officers and employees of a local government, and former council members, Chief Executive Officers and employees. This would ensure that Chief Executive Officers and employees do not escape liability for improperly using their position, especially in situations where the conduct of the individual does not fall within the jurisdiction of the Corruption and Crime Commission or the Public Sector Commission.

New offence – providing false or misleading information to council

In making decisions, the council of a local government may consider written reports which have been prepared by the Chief Executive Officer or employees of the local government and verbal information provided by local government staff (normally senior executive staff) during a council meeting. The Department has received complaints whereby council members have been provided with a written report from the Chief Executive Officer or employee of their local government which contains false or misleading information. There is currently no provision under the Act which makes it an offence for a Chief Executive Officer or employee to provide false or misleading information to council.

What are the opportunities for reform?

Regular comparisons are made between local government council members and Members of Parliament. Knowingly misleading a House or Committee of Parliament constitutes contempt of Parliament. Under the *Criminal Code*, it is an offence if a person under examination knowingly gives false evidence to Parliament. While the nature of the decisions and duties are different, members of council like members of Parliament make decisions that directly affect the community. These decisions can involve committing significant amounts of public money.

The Act could be amended to provide that the Chief Executive Officer or an employee of a local government must not deliberately or negligently provide false or misleading information to council. This would ensure that a council, as the decision-making body

of a local government is provided with accurate information from its Chief Executive Officer and employees.

New offence – Tendering requirements

The Act requires a local government to invite tenders before it enters into certain contracts for the supply goods or services. The *Local Government (Functions and General) Regulations 1996* set out the requirements regarding when tenders must be publicly invited and how the tendering process is to be undertaken.

Currently, the Act does not provide that a breach of the tendering provisions under the Act and regulations is an offence. Therefore, a person who does not comply with the tendering requirements cannot be prosecuted unless their conduct constitutes an offence under another provision.

What are the opportunities for reform?

Local governments spend around $1 billion dollars on goods and services annually. The tendering requirements under the Act ensure that local governments provide the community with goods and services which are of the best value and that there is transparency in the procurement process. To ensure that these requirements and obligations are enforced, the Act could be amended to provide that the non-compliance of tendering requirements is an offence.

Enforcement of the Act

Infringements

Infringements allow breaches of legislation to be resolved by way of a fixed penalty and can be an effective way of deterring people from further non-compliance.

What are the opportunities for reform?

The Department can commence a prosecution against local governments and individuals for offences under the Act but may be reluctant to do so due to the costs involved in legal proceedings. It may not be in the public interest to spend funds on prosecuting for offences where the impact has been small.

While not all the offences are suitable to be dealt with via an infringement notice, it may be appropriate for some of the following offences to be included in an infringement notice scheme:

- Failure to invite tenders before entering into a contract;
- Failure to vote during a council or committee meeting;
- Failure to lodge a primary return by the required date;
- Failure to lodge an annual return by the required date;
- Disclosing information about a Serious or Minor Breach Complaint before the matter is determined;
- Giving false or misleading information in a Serious or Minor Breach Complaint;

- Failing to comply with a notice from the Director General or Minister to provide information; and
- Failing to comply with a direction of an authorised person, hindering or obstructing, or knowingly giving false or misleading evidence to an authorised person.

The Department would have the discretion to decide whether to issue an infringement notice or commence prosecution for the offence in the courts.

Harmonisation

The Act allows authorised local government persons (e.g. rangers) to, among other things, require suspected offenders to provide their personal details, examine vehicles, and arrest people if they give false information or obstruct the officer from performing their duties. Authorised persons are also given powers to issue infringement notices and commence prosecutions.

What are the opportunities for reform?

Since 1995, major reforms have been made to the Criminal Investigation, Criminal Procedure and Road Traffic legislation, which means that certain powers contained within the Act do not represent current "best practice". Accordingly, to modernise the Act, the harmonisation of the powers and procedures could be undertaken so that they are consistent with similar powers and procedures in other legislation.

Default penalties for local laws

The Act allows local governments to make local laws and there are various pieces of legislation that enable local governments to set penalties for offences in their local laws. If a local government fails to provide a penalty for an offence contained within a local law, the local government is unable to enforce that offence.

What are the opportunities for reform?

To ensure that any local laws which do not specify penalties for offences are enforceable, the Act could be amended to include a provision for a default penalty to apply.

Powers under the Act

Notice issued by a local government to require a person to undertake an action

During earlier consultation in the Act Review, several submissions were received from local governments that raised issues with the ability of a local government to issue a notice to a land owner or the occupier of land, requiring the person to undertake certain actions. Examples of notices include directing a person to prevent water dripping/running from a building onto another piece of land and directing a person to remove overgrown vegetation, rubbish or disused material. If a person fails to comply with the notice, the local government can do anything it considers necessary to give

effect to the notice. The local government can also recover the cost of undertaking those activities.

What are the opportunities for reform?

Notice to secure a building

Vacant buildings may be vandalised and used for inappropriate purposes by squatters. Although local governments have broad powers with respect to issuing notices to remediate issues on premises, they do not have the ability to request that an owner must effectively secure a building. The Act could be amended to include an ability for a local government to provide a notice which requires the owner to secure a building.

Expanding the list of disused materials

Currently, the Act defines "disused materials" to include disused motor vehicles, old motor vehicle bodies and old machinery. This list of disused materials could be expanded to enable a local government to direct a person to remove items other than vehicles and machinery from land that it considers to be untidy or causing a hazard.

Framework for disposing of property

The procedure in the Act for disposing of property removed by a local government due to a contravention of a local law or regulation is unclear. The Act could be amended to provide a clearer framework for local governments to dispose of property. This would include the type of property that may be disposed, when property is to be disposed and how property is to be disposed.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 10 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

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The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

Survey - Interventions

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name? **Not Applicable**
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which Local Government do you interact with most? **Not Applicable**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address? **…@kwinana.wa.gov.au**
12. Depending on the nature of the allegation, different parties are responsible for receiving allegations of breaches of the Act. Should the Department

responsible for local government be responsible for receiving all allegations of breaches of the Act?

a. Yes
b. No
c. **Unsure –** *it would certainly make it easier to all stakeholders to know that any allegations will be referred to one body however this will add additional time to any investigation process.*

13. To what extent are you concerned about behaviour and good governance in local government?
    a. A great deal
    b. A lot
    c. A moderate amount
    d. A little
    e. Not at all

    The question is ambiguous and could be read as questioning a level of concern about current behaviour and governance in local government or whether we believe behaviour and good governance in local government is important to be concerned about. The City is not currently concerned about behaviour and good governance of its Council.

14. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The Act should enable an external person to be appointed to work with a local government's administration to improve governance and resolve problems." *This should not be imposed upon a local government but is currently open to a local government to do this in any event.*	X				
"An external person appointed to work with a local government's administration to improve governance and resolve problems should have the powers to direct the administration and override decisions made by the administration."	X				
"The external person should be appointed by the Minister."	X				

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
To address any deficiencies a capacity building approach should be undertaken unless there is evidence of inappropriate action. Local governments can already engage outside professions to assist with improving governance.					
"The costs of appointing an external person to work with an administration to improve governance and resolve problems in a local government should be met by the local government." *If the Minister forces an appointment then they should bear the cost of that appointment.*	X				
"The costs of appointing an external person to work with an administration to improve governance and resolve problems in a local government should be met by the State Government."					X

15. To what extent to you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
“The Act should enable an external person to be appointed to work with council members to improve governance and resolve problems.” *Local governments can already engage outside professions to assist with improving governance.*	X				
"An external person appointed to work with council members should have the power to direct the council." *If the Minister forces the appointment of an external person then they should only be allowed to direct the Council with regard to any actions that are ultra vires.*	X				
“An external person appointed to work with council members to improve governance and resolve problems should have the powers to override council decisions.” *If the Minister forces the appointment of an external person then they should not be able to override Council decisions that are properly made.*	X				
“An external person should be appointed by the Minister.” *The City is not supportive of a forced appointment.*	X				
“The costs of appointing an external person to work with council members to improve governance and resolve problems in a local government should be met by the local government.” *Where forced by the State, then the State should pay for the costs.*	X				
“The costs of appointing an external person to work with council members to improve governance and resolve problems in a local government should be met by the State Government.”					X

16. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Former local government council members, committee members and employees should be prosecuted if they misuse information." *Only where it is an offence. Misuse will need to be very clearly defined.*			X		
"Local government council members, committee members or employees should be prosecuted if they use their position to cause detriment to the local government or any person." *Only where it is an offence. Detriment will need to be very clearly defined.*			X		
"People who knowingly provide false or misleading information to a council should be prosecuted." *This will be impossible to police or enforce as this could include information provided with every application that a local government receives, submissions made at Council meetings, correspondence provided to the local government…*			X		
"Local government employees that breach procurement rules should be prosecuted." *Prosecutions should be limited to corruption.*			X		
"When a breach of the Act is identified an infringement notice should be issued as is the case for traffic offences."	X				

17. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very Supportive
“In cases where a local law does not define a penalty amount, the Act should set a default penalty amount.”					X
“Local governments need greater powers to direct property owners to tidy property for amenity, health and safety reasons.”					X
“Local governments need greater powers to direct property owners and occupiers to remove items like disused motor vehicles for amenity, health and safety reasons.”					X
“Local governments should be able to destroy property or items removed from a property within 28 days when there has been a breach of a local law or regulations. This might include rubbish, goods deemed to be of little value, or decaying items.”					X

18. Do you have any additional comments on this topic of interventions? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.



Local Laws

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Introduction

The *Local Government Act 1995* (the Act) enables local governments to make local laws considered necessary for the good government of their districts. Laws can only be made when authorised by the Act or other written laws but cannot be inconsistent with any State or Federal law. The types of laws made by local governments cover areas such as parking, activities on thoroughfares, public places and council and committee meetings.

How local laws are made

In Western Australia, to make a local law a local government is required to:

- Give public notice of the proposed local law;
- Provide a six week submission period;
- Provide a copy of the proposed local law to the relevant Minister;
- Consider the submissions received;
- Make the local law (via passing a resolution);
- Publish the local law in the Gazette; and
- Provide the local law and explanatory material to Parliament.

As local laws are a type of legislation, they must be approved by the Parliament. Each new or amended local law is examined by the Parliamentary Joint Standing Committee on Delegated Legislation which makes a recommendation to Parliament on whether the local law should be accepted or disallowed.

What are the opportunities for reform?

Model local laws

During earlier consultation on the Act Review many submissions were received concerning the inconsistency of local laws from one local government district to another. While these concerns are valid and consistency of local laws across districts is important, requiring a local government to enact a local law in a certain form impacts upon a local government's ability to tailor a local law to local conditions or the wishes of the local community.

Similar issues are raised across all Australian jurisdictions with most jurisdictions providing the State Government with a power to provide model local laws, as shown in the following table.

Jurisdiction	Uniformity of local laws
Western Australia	Western Australian Local Government Association (WALGA) currently provide template local laws (for a fee) that a local government can enact.
New South Wales	Nil.

Jurisdiction	Uniformity of local laws
Victoria	Nil.
Queensland	Minister may make a 'model local law' that can be adopted by local governments. Consultation is not required if a model is adopted.
South Australia	Governor has the power to proclaim a model local law. The non-governmental Local Government Association has previously issued model (template) by-laws.
Tasmania	Minister may make a 'model local law' that can be adopted by local governments.
Northern Territory	Minister may make a 'model local law' that can be adopted by local governments.

Model local laws provide consistency and make the local law making process easier. On the other hand, a purpose of local laws is to provide local governments with the ability to tailor local laws to suit the local community. An example is a Dog Local Law which sets the number of dogs that can be allowed in a residential area compared to a semi-urban or rural area within the one local government district.[1]

Another mechanism that could be used to achieve consistency is the State Government enacting regulations that act as local laws. An example of this is *the Local Government (Uniform Local Provisions) Regulations 1996*. The possibility of using regulations was raised during the policy forums, particularly in relation to Health, Parking, Cemeteries, Cats, and Dogs Local Laws.

While regulations will achieve consistency, they will also remove or limit the ability of a local government to tailor local laws to meet their community's expectations.

Consultation

Each Australian jurisdiction provides a different consultation period to be undertaken prior to the enactment of a local law.

Jurisdiction	Consultation Required
Western Australia	6 week submission period, submissions must be considered.
New South Wales	6 week submission period, submissions must be considered.

[1] For example, the City of Swan.

Jurisdiction	Consultation Required
Victoria	The Council must make a local law in accordance with its community engagement policy.[2]
Queensland	No specific requirement to consult although the Act generally requires among other things: 'transparent and effective processes, and decision-making in the public interest' 'democratic representation, social inclusion and meaningful community engagement' No requirement to consult on a model local law.
South Australia	3 week submission period, submissions must be given reasonable consideration.
Tasmania	3 week submission period, submissions must be considered.
Northern Territory	3 week submission period, submissions must be considered.

Drafting of local laws

There is no intention to limit the current legislative power of local governments to prepare their own local laws to address local situations.

As such the local law development process needs to be flexible and robust to ensure local laws are well drafted and within the powers of the local government. These laws are made under delegated power from the Parliament and the Parliament, on advice from the Joint Standing Committee on Delegated Legislation, will void any local law that it identifies as being outside power, poorly drafted or that as not followed the correct process for consultation and adoption by the council.

Currently the Department monitors and provides an advisory function to assist local governments with the making of their local laws. It works closely with WALGA and the Joint Standing Committee on Delegated Legislation to ensure that the content of proposed local laws complies with legislative requirements.

The Act requires that copies of proposed laws are forwarded to the Minister for Local Government and other relevant State Ministers. The Department examines the proposed local laws on behalf of the Minister for Local Government and considers the following:

[2] The requirements described are not within the current *Local Government Act 1989* (Vic), but are currently before the Victorian Parliament within the Local Government Bill 2018. The requirement in the 1989 Act is: a 4 week submission period, submissions must be considered and report made.

- Whether the proposed local law conflicts with the Act and any other written law; and
- Matters raised previously by the Joint Standing Committee on Delegated Legislation, including State Government policy issues.

The Department provides detailed comments to the relevant local government to assist it in finalising a local law that will be enforceable and effective. This positively impacts upon the number of local laws that are disallowed by Parliament.

The local government is not required to follow the advice given by the Department.

Western Australia is the only jurisdiction that requires a local law to be provided prior to enactment, most jurisdictions rely on a certification from a legal practitioner (see below).

Jurisdiction	External vetting
Western Australia	Department provides comments, although there is no requirement for a local government to adopt or even consider the advice given.
New South Wales	Nil.
Victoria	A certificate from a legal practitioner stating it is consistent with the local law requirements.[3]
Queensland	Local governments are to comply with guidelines issued by the Parliamentary Counsels Office. After the law is made a copy is provided to the Minister.
South Australia	A certificate from a legal practitioner is required stating it is within power and not in conflict with the Local Government Act.
Tasmania	A certificate from a legal practitioner stating it is made in accordance to law is required.
Northern Territory	A certificate from a legal practitioner stating the law is consistent with the principles of the Local Government Act is required.

Review of local laws

[3] The requirements described are not within the current *Local Government Act 1989* (VIC), but are currently before the Victorian Parliament within the Local Government Bill 2018. The requirement in the 1989 Act is: after the law is made a copy is provided to the Minister.

Local laws are currently required to be reviewed every eight years. The local government must conduct a review by consulting with the community, prepare a report and the council must determine if it considers that a local law should be repealed or amended.

Local governments believe a review of their local laws should only be required to be undertaken when the local government believes it is appropriate to do so in response to changing circumstances.

Five of the seven Australian jurisdictions which have local governments require a local government to review or re-enact a local law[4] after a prescribed period, as shown in the following table:

Jurisdiction	Review of local laws
Western Australia	Local law must be reviewed every 8 years.
New South Wales	Expire 12 months after the last general election.
Victoria	Expire after 10 years.
Queensland	Nil.
South Australia	Expire after 7 years.
Tasmania	Expire after 10 years.
Northern Territory	Nil.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 15 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

[4] Not all jurisdictions call them local laws. Some refer to them as by-laws and NSW has 'local policies'.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Local Laws**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of that organisation? **City of Kwinana**
4. What is your name? **Not Applicable**
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which Local Government do you interact with most? **Not Applicable**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address? **…@kwinana.wa.gov.au**

12. Should any of the following topics covered by local laws be replaced by state-wide regulations?

	Yes	No	Unsure	Why
Activities on thoroughfares and trading		X		
Beekeeping		X		
Cemeteries	X			
Dogs	X			
Cats	X			
Extractive industries		X		
Fencing		X		
Bush fire brigades	X			*Could be controlled via Bush Fire Act and Regulations*
Meeting procedures (standing orders)		X		
Pest plants	X			
Public places and Local Government property		X		
Parking		X		
Waste		X		
Urban environment and nuisance		X		
Other (please specify)				

13. Should model local laws be prepared by State Government for local governments to use?
    - **a. Yes –** *so long as local governments are not required to adopt them*
    - b. No
    - c. Unsure
14. Should local governments be permitted to adapt the contents of model local laws?
    - **a. Yes**
    - b. No

c. Unsure

15. Currently a local government is required to consult for a period of six weeks. If a local government adopts a model local law without modification, how long should the mandatory consultation period be?
    a. Less than 6 weeks
    b. Greater than 6 weeks
    c. 6 weeks as it is currently
    d. The requirement for public consultation should be removed entirely
    e. A duration determined by council

16. If a local government is seeking to adopt a model local law that it has modified, how long should the mandatory consultation period be?
    a. Less than 6 weeks
    b. Greater than 6 weeks
    c. 6 weeks as it is currently
    d. The requirement for public consultation should be removed entirely
    e. A duration determined by council

17. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"The Department should continue to provide comment on proposed local laws prior to consideration by Parliament's Joint Standing Committee on Delegated Legislation."				X	
"Local governments should be required to modify proposed local laws according to the instructions of the Department."		X			
"Local governments should be required to have a legal practitioner certify that a local law is within power and legally enforceable." *If DLGSCI is reviewing the local laws then a local government should not be required to obtain this certification as this should form part of the DLGSCI's review.*			X		

18. Should local governments be required to periodically review their local laws?
    a. No
    b. Yes, every 6 years or less
    c. Yes, every 8 years
    d. Yes, between 8 and 10 years

Local governments should periodically review their local laws and adapt them when circumstances warrant a change. However, there should remain a time trigger to ensure local governments do review their local laws.

19. Do you have any additional comments on the topic of local laws? Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au

Development of model local laws to be done by a panel consisting of representatives of local governments, state departments, WALGA and other bodies but should not be required to be adopted like the model scheme text is in planning.



Rates, Fees and Charges

Our vision is for the local government sector to be agile, smart and inclusive.

Our objective is to reform local government so that it is empowered to better deliver quality governance and services to their communities now and into the future.

A new Local Government Act will be drafted, Transforming Local Government.

Agile includes topics that focus specifically on how local governments can best use their resources. It is important that they are transparent and accountable to their communities, while striking a balance between community expectations and the practical limitations of revenue and expenditure.

The topics addressed in this theme are:

- Financial management;
- Rates, fees and charges; and
- Beneficial enterprises.

Have your say!

We need your input to inform how local government will work for future generations.

Submissions

The simplest way to have your say is to answer the questions via the online surveys.

The survey questions relate to the matters discussed in the papers and we encourage you to read the relevant paper before completing the survey.

While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once. The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Note: Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department of Local Government, Sport and Cultural Industries' (the Department) website. Submissions that contain defamatory or offensive material will not be published.

Introduction

Local governments impose rates to raise revenue to fund services and facilities.

The quantum of rates payable is determined by three factors:

1) The method of valuation of the land
2) The valuation of the land; and
3) The rate in the dollar applied to that valuation by the local government.

Each property in Western Australia is assigned a method of valuation which is either the unimproved value (UV) or gross rental value (GRV). The *Local Government Act 1995* (the Act) specifies that a property used for rural purposes is rated as UV and a property used for non-rural purposes will be rated as GRV. In practical terms, land used predominately for residential purposes is generally classified as GRV.

This paper looks at key aspects of local government rating and seeks to identify options where the legislation could assist in achieving the objectives of smart, agile and inclusive local government.

A review of the method of valuation of land is currently being undertaken by the Valuer General's Office. Once this review is completed and amendments proposed, the relevant provisions in the Act will be examined, in line with any submissions received.

Local governments have to comply with specific requirements set out in the Act, including the imposition of differential general rates and minimum payments. Opportunities for potential reform of these provisions are discussed below.

Rating

Rate setting is a challenging process, made difficult by fluctuating valuations because of the growth or decline of communities.

The Act requires that in the period from 1 June to 31 August a local government is to prepare and adopt an annual budget. As part of preparing the budget, each local government must raise enough in rates to cover the shortfall (budget deficiency) between its predetermined expenditure and available revenue. It does this by applying a rate in the dollar to the valuation of each property.

Rates can be imposed uniformly (a single rate in the dollar) or differentially (different rates in the dollar for different categories).

Local government rates and revenue strategy

Local governments are currently required to prepare a long-term financial plan that addresses rate increases. In Victoria it is a requirement that local governments have a Revenue and Rating Strategy[1] and in Queensland they must prepare a Revenue Statement.

[1] https://www.localgovernment.vic.gov.au/__data/assets/pdf_file/0020/48260/LG-Revenue-and-Rating-Strategy.pdf

An option is to introduce the requirement for local governments in Western Australia to develop a Rates and Revenue Strategy, which could include:

- Rating categories (and potentially how they are determined);
- Rates in the dollar;
- Objects and reasons for each rating category;
- Fees, charges and levies including the methodology where appropriate; and
- Long term rating strategy.

The Rates and Revenue Strategy, including the schedule of fees and charges, would be prepared prior to the budget process and would be adopted by council before the budget is adopted.

Local governments would be required to make the Strategy available on their website and it would be used as a basis for consultation on rates.

Public notice

In considering potential reforms, an overarching question is whether local governments should be required to consult on the proposed rates or simply notify their ratepayers.

If a local government introduces a rating strategy that uses a uniform rate in the dollar, unlike differential general rates, there is no requirement for public notice to be given. This means that there is no opportunity for the community to provide a submission and there is no need for local governments to justify the rate in the dollar.

Local governments are required to advertise their intended differential general rates prior to considering and adopting their annual budget. The local government must issue a notice that details each rate or minimum payment they intend to impose and the objects and reasons for doing so. The local government must then allow 21 days for submissions and consider each submission at a meeting of the council. Council can then choose to adopt the advertised rates or amend the rates.

What are the options for reform?

A possible reform for public notices is outlined below.

Public notice for all rates
Local governments will be required to: • Give public notice of all rates; • Prepare objects and reasons for the rating strategy; • Provide 21 days for submissions; and • Consider each submission at a meeting of council.

Differential General Rates

Differential general rates are generally imposed to ensure that the rate burden is more evenly distributed across ratepayers, with those requiring or using more services being charged a higher rate in the dollar.

What are the options for reform?

Local governments are currently permitted to impose differential general rates according to land zoning, land use (including if the land is vacant) and a combination of the two.

While the categories must comply with the Act, there is still scope for a variety of rating categories which does not allow comparability across local governments.

In New South Wales, the legislation sets out and defines the categories for rating purposes. There are four categories of rate: Residential, Business, Farmland and Mining. The Act also provides that local governments can introduce sub-categories.

Alternatively, Victoria is proposing to expand the differential rate categories to include geographic location, types of buildings on the land and any other criteria council determines is relevant.

While increasing the ability for local governments to expand the current categories would reduce the ability for comparability between local governments, it may ensure that rates are set at a more appropriate level for groups of ratepayers. It also has the potential to lead to more inequities.

Some local governments have requested that the differential rate categories be expanded to enable categories specific to long term vacant land, holiday houses or timeshare properties.

The possible options for reform are summarised below.

NSW model	Proposed Vic model
Under this option, differential rate categories would be set in legislation.	Under this option, local governments could increase the types of differential rate categories.
Local governments would have to categorise properties into set categories, for example: • Residential • Semi-rural • Commercial/industrial • Farmland • Mining • Exploration and prospecting	In addition to land zoning or land use (including if the land is vacant), local governments could set categories based on: • Geographic location • Types of buildings on the land, and • Any other criteria council determines is relevant.

Ministerial approval

Local governments have the autonomy in the way they set rates in the dollar to make up the budget deficiency with some limitations.

A local government that seeks to impose a rate in the dollar that is more than twice the lowest must seek Ministerial approval. For example, in the UV category, the rate in the dollar for mining might be 30 cents whereas pastoral might be 10 cents. Local governments need to comply with the Rating Policy – Differential Rates when making an application.

The application process adds an administrative burden not only for the local government but also the Department which assesses all applications.

While Western Australia appears to be the only jurisdiction that provides for Ministerial approval in relation to approving differential rates more than twice the lowest, it is also a jurisdiction that does not currently have rate capping or an equivalent. It could be argued that this is because there is oversight provided by the State Government.

What are the options for reform?

There are several opportunities to reform the controls that are currently in place on differential rating.

One option is to increase the differential from two times the lowest to three or four times the difference before Ministerial approval is required. This would reduce the regulatory burden on both local governments and the department. It would also provide an element of oversight to ensure that local governments are not imposing significant differences.

Alternatively, the difference could be set to a maximum of four times with no ability to seek Ministerial approval. This is consistent with Victoria. This may introduce greater fairness between categories, especially for the mining sector which is levied a significantly higher rate in the dollar than other categories by some local governments.

The mining sector argues that it is treated differently from other industries and carries a heavier rate burden without being provided with a strong rationale by local governments. The mining sector is of the view that greater oversight is required to ensure that rates are applied fairly across all industry sectors.

The possible options for reform are summarised below.

	Increased differential	No Ministerial approval
Options	The differential could be increased to three or four times the lowest before Ministerial approval is requirement.	The differential could be set to a maximum of four times with no ability to seek Ministerial approval.
Benefits	It reduces regulatory burden on local governments and the	It increases fairness between rating categories,

	Increased differential	No Ministerial approval
	department while maintaining some oversight.	especially for the mining sector. It provides greater certainty for local governments.

Minimum payments and maximum rates

A minimum payment can be imposed by a local government irrespective of what the rate assessment would be if the rate is applied to the property valuation. The purpose of a minimum payment is generally to ensure that every ratepayer makes a reasonable contribution to the rate burden.

While the Act allows local governments to impose a minimum payment that is greater than the general rate would otherwise be, there are regulatory limits that apply. Unless the general minimum is $200 or less, a minimum payment cannot be imposed on more than 50 per cent of properties in any category. Local governments can apply to the Minister for a minimum payment that does not comply with these limitations, but only for a minimum payment that applies to a differential rate on vacant land.

Rating of Mining Licences

Mining tenements include prospecting and exploration licences and mining leases which are granted under the *Mining Act 1978*. The mining sector argue that as prospecting and exploration licences are not a mining business, they should be exempt from paying local government rates.

Exemptions apply in some other jurisdictions as they are considered an 'access right' not a 'property right'. The table below shows the range of positions taken across Australia.

Jurisdiction	Local Government Act provisions
Western Australia	Relevant interests, which include a mining tenement under the *Mining Act 1978* or permit, drilling reservation, lease or licence under the *Petroleum and Geothermal Energy Resources Act 1967*, are rateable as unimproved value of the land. Land with capital improvements can be rated as GRV if approved by the Minister.
New South Wales	Mineral claims, as defined in the *Mining Act 1992,* are exempt from all rates, other than water supply special rates and sewerage special rates.

Jurisdiction	Local Government Act provisions
Queensland	Concessions can be granted to land subject to a greenhouse gas storage tenure, mining tenement or petroleum tenure.
Victoria	Currently not rateable, although amendments are being drafted to make land used exclusively for mining purposes rateable.
South Australia	Lease or licence in relation to exploration for, or recovery of, minerals or petroleum exempt from rates as unalienated Crown land.
Northern Territory	Mining tenements are conditionally rateable. Local governments can apply to the Minister to rate.

What are the options for reform?

Some jurisdictions do provide exploration and prospecting licences an exemption from general rates. In Victoria, amendments are currently being drafted to specify that land used for mining purposes is to be rateable.

The possible options for reform are outlined below.

Status quo	Exemption	Lower rate in the dollar than mining
Prospecting and exploration licences continue to pay rates.	Prospecting and exploration licences are exempt from paying rates.	Local governments must rate exploration and prospecting lower than general mining.

Mining licences have a limited intrinsic value unless minerals are found and mined. As a result, they have a high turnover of ownership. If a licence is terminated or the lessee does not pay rates for the period of the licence, the rates are generally not able to be recovered by the local government. There have also reportedly been some circumstances where the lessee has not provided correct details when completing the documentation for a mining licence leaving no ability for a local government to take the matter further.

If rates remain unpaid, local governments have the option of lodging a caveat on the land with the Department of Mines, Industry Regulation and Safety. The caveat forbids the registration of any transfer and can be a tool to encourage the payment of rates, although a fee of approximately $120 applies to lodge and withdraw the caveat. Alternatively, local governments can seek unpaid rates through the court system.

Rate exemptions

The Act provides that all land is rateable unless it is listed as exempt.

Not all land is required to pay rates. While the Act sets out a number of specific categories, it also provides the power for the Minister for Local Government to approve other land as exempt from rates.

According to information provided by the Western Austalian Local Government Association (WALGA), in 2017/18, local governments lost more than $44 million in revenue due to rate exemptions. Charitable organisations accounted for a majority of rate revenue loss (35 per cent), followed by Crown Land (16 per cent). The City of Canning noted that in 2017/18, the value of rate exemptions was approximately $820,000 for that district alone.

What are the options for reform?

Other than land used or held by the Crown (State Government) for a public purpose, a local government or a regional local government, exemptions from rates apply to:

- Land used or held exclusively for churches (religious bodies);
- Land used or held exclusively for schools;
- Land used exclusively for charitable purposes;
- Land vested in trustees for agriculture or horticultural show purposes;
- Land owned by Co-operative Bulk Handling Limited (CBH); and
- Land exempted by the Minister for Local Government.

There is an argument that everyone should pay local government rates as everyone uses the services and facilities provided by the local government, from roads to parks and community facilities. In addition, rate exemptions can have a significant impact on the capacity of local governments to raise rate revenue, especially in regional and remote areas. It is then left to the ratepayers to make up the shortfall.

CBH Group (commonly known as CBH, an acronym for Co-operative Bulk Handling) is a grain growers' cooperative that handles, markets and processes grain from the wheatbelt of Western Australia.

Currently land owned or leased by CBH is exempt from paying local government rates where CBH has agreed, in writing, to make a contribution to the local government. Local governments have expressed a view that the contributions made by CBH are not adequate.

In all other jurisdictions, similar sites are rateable.

Nevertheless, a number of organisations provide important services within the community with very limited funding. If those organisations are required to pay rates, it may impact on the ability for them to continue to provide those services. This may

ultimately cost the local government in having to provide the services in house or alternatively the services to the community are removed or reduced. Examples could include aged care, domestic violence support services and disability service providers.

Rather than requiring everyone to pay rates, an alternative approach could be to require every occupier of land to pay a contribution to the local government. The capped rate could be the minimum payment set by the local government, or alternatively, an amount set in legislation.

Concessions can also be used by local governments, including to reduce the rate burden on a ratepayer when there have been significant valuation changes. Currently, offering a concession is at the discretion of individual local governments.

Possible options for reforms are outlined in the below table.

Everyone pays rates	Minimum contribution
Every owner of land is required to pay rates.	Every occupier of land has to pay a minimum contribution to the local government.
Local governments could offer concessions to land owners if determined by council.	The capped amount could be the minimum payment set by the local government, or an amount set in legislation.

Exemptions: Charitable Organisations

One of the more contentious exemptions is for 'land used exclusively for 'charitable purposes'. The meaning of 'land used exclusively for charitable purposes' is not defined in the Act and differing interpretations of the meanings of 'charity' and 'charitable purposes' have continued to prove challenging across all levels of government in Australia. Each jurisdiction has taken a different approach to defining 'charity' and 'charitable purposes'.

In Western Australia the meaning of what constitutes 'land used exclusively for charitable purposes' has been the subject of several key decisions by the State Administrative Tribunal (SAT). These decisions have been a matter of contention for the local government sector as exemptions have been provided to facilities for aged care even when residents are paying market rates for the individual housing within an estate, and to industry associations because they have a training arm.

Across Australia

Jurisdiction	Rating of land used for charitable purposes
Western Australia	• 'land used exclusively for charitable purposes' is not rateable land.

Jurisdiction	Rating of land used for charitable purposes
	• Not defined in the Act and has instead been determined by decisions in common law.
New South Wales	• The NSW LG Act 1993 exempts certain land from all rates other than water supply special rates and sewage special rates. This includes charitable organisations and public institutions. • The Act also allows local government to exempt a public charity from water supply special rates and sewage special rates.
Victoria	• The Victorian *Local Government Act 1989* provides for a rate exemption for land used exclusively for charitable purposes. • A proposed amendment clarifies that any part of land is not used exclusively for charitable purposes if it used as a residence.
Queensland	• Mandatory and discretionary categories for rating exemption based on charitable purpose. • Local governments have discretion to determine if land should be exempted because it is used for charitable purposes.
South Australia	• Mandatory and discretionary categories for rating exemption based on charitable purpose • 75% rebate for community service organisations that are not-for-profit for benefit of public and provide a community service without charge or below cost.
Tasmania	• An exemption for land or part of land owned and occupied exclusively for charitable purposes. • The inclusion of the clause 'owned and occupied exclusively' means that occupation rather than use is the key determinant.
Northern Territory	• Land is exempt from rates if the land is used for a non-commercial purpose by a public benevolent institution or a public charity

What are the options for reform?

Reforms to the charitable organisation exemptions hinge on clarifying who is or isn't eligible to receive a rates exemption.

Commercial not exempt	Qualified under Commonwealth legislation	Land not used as a residence
Exemptions do not apply to commercial (non-charitable) business activities.	Certain categories of ratepayers, for example Independent Living Units, would only be exempt from rates where they qualify under the *Commonwealth Aged Care Act 1997.*	Clarify that land is not used exclusively for charitable purposes if the land is used as a residence and is exclusively occupied by persons, including a caretaker.

Fees and Charges

Local governments have the ability to set fees and charges for a range of services. Services can be categorised into three areas:

- Basic community services, such as waste collection;
- Additional services, such as providing security; and
- Competitive services, such as services provided by other business in the area (for example gymnasiums).

When setting fees and charges for basic and additional services, local governments should consider the cost of providing the service but may decide to subsidise the service for the common good. When it comes to competitive services, competitive neutrality principles must be observed. This requires local governments to avoid a competitive advantage as a result of being part of the public sector.

Other fees and charges are set in legislation, for example registration fees for dogs and cats.

What are the options for reform?

Annual rate charges

At the time of issuing a rates notice, local governments can impose a uniform or differential rate, a minimum payment, specified area rate or service charges.

In other States, a range of other charges can also be imposed. Under Victorian legislation, local governments can impose a municipal charge to cover some administrative costs. In Tasmania, local governments can impose a separate rate or charge for the purpose of planning, carrying out, making available, maintaining or improving anything.

To increase transparency and accountability, the Act could be amended to allow local governments to impose a levy on all ratepayers to fund a particular service, facility or activity that benefits the entire community.

A simple and transparent approach could be to provide a model similar to Tasmania whereby the general rate consists of two components: the rate based on the valuation and a fixed charge.

Cost recovery fees and charges

Some States require local governments to develop and publish a Rates and Revenue Strategy. The Strategy includes a schedule of fees and charges set by local governments, including the methodology where the fees are set at cost recovery.

Currently, fees and charges are set during the annual budget process. By moving the setting of fees from the annual budget process and combining it into the Rates and Revenue Strategy (discussed above), the methodology for cost recovery of fees could be included. This would make it more transparent for ratepayers.

What do you think?

The easiest way to have a say on the future of your community is to complete the survey available here.

Your responses to this survey will inform the review and will take approximately 10 minutes to complete.

We ask that you take care in completing a survey. While you may lodge multiple written submissions via email at actreview@dlgsc.wa.gov.au, you will only be able to complete each online topic survey once.

The public submission period closes on 31 March 2019. This is the last day that you will be able to respond to the surveys.

Unless marked as confidential, your submission (including survey responses) will be made public and published in full on the Department's website. Submissions that contain defamatory or offensive material will not be published.

The questions in the survey are provided below but we encourage you to complete the survey online which is available here.

***Survey* - Rates, Fees and Charges**

1. Have you read the discussion paper associated with this survey?
   - **a. Yes**
   - b. No
2. Who are you completing this submission on behalf of?
   - a. Yourself
   - **b. An organisation, including a local government, peak body or business**
3. What is the name of the organisation? **City of Kwinana**
4. What is your name?
5. What best describes your relationship to local government?
   - a. Resident / ratepayer
   - b. Staff member or CEO
   - **c. Council member, including Mayor or President**
   - d. Peak body
   - e. State Government agency
   - f. Supplier or commercial partner
   - g. Community organisation
6. What best describes your gender?
   - a. Male
   - b. Female
   - c. Other
   - **d. Not applicable / the submission is from an organisation**
7. What is your age?
   - a. 0 – 18
   - b. 19 – 35
   - c. 36 – 45
   - d. 46 – 55
   - e. 56 – 65
   - f. 66 – 75
   - g. 76+
   - **h. Not applicable**
8. Which local government do you interact with most? **City of Kwinana**
9. Would you like to be updated on the progress of the *Local Government Act 1995* review and further opportunities to have your say?
   - **a. Yes**
   - b. No
10. Do you wish for your response to this survey to be confidential?
    - a. Yes
    - **b. No**
11. What is your email address?
12. To what degree are you concerned about rates?
    - a. Not at all
    - b. A little

c. A moderate amount
d. A lot
e. A great deal

13. Do you support the following statements?

	Yes	No	Unsure
"Local governments should be required to prepare a Rates and Revenue Strategy each financial year." *This should be included as a requirement of the contents of a Long Term Financial Plan. The Long Term Financial Plan should be reviewed every two years at a minimum. Depending on the local government the rates and revenue strategy should be reviewed every two years at a minimum.*		X	
"The value of the property should continue to be used to partially determine the value of the rates payable." *Proposing no change to how rates are calculated*	X		
"Local governments should be required to advertise all of their proposed rates and consider any submissions made, prior to adopting their budget."	X		
"Under the *Local Government Act 1995*, local governments may not advertise their rates prior to 1 May. Local governments should be permitted to advertise their rates at any time leading up to the adoption of their budget." *It is recommended that the advertising of rates is conducted no earlier than the 31 March and for a minimum time and excluding public holidays.*	X		
"All types of rateable property should pay the same rate in the dollar, regardless of how the land is used." *Local governments should be able to apply differential rating. It should be at the determination of a local government. It is contrary to the fundamental principle of equity for those rateable properties that contribute to a higher financial burden on the local government to be subsidised by the rest of the rates base. The local government must substantiate the increased burden in their objects and reasons for differential rates and as such the City of Kwinana is able to articulate the greater burden that industry causes by nature of its activities as opposed to residential ratepayers. If the City of Kwinana were to apply the same rate in the dollar to all properties, there would be a significant financial impact to residential properties as their rates would increase by an average of around $730 annually to get to*		X	

	Yes	No	Unsure
the total rate revenue required to be raised for the 2018/19 budget.			

14. Should the legislation set the rating categories that can be used by local governments?
    a. Yes
    b. No
    c. Unsure

d. Unsure

15. If rating categories are set in legislation, what would be appropriate categories?

	Yes	No	Unsure
Residential	X		
Rural residential *This is a contradiction because if a property is carrying on rural pursuits then it should be rated UV and if the property is predominantly used for residential purposes it should be rated GRV. This category should not be used in any recommendations.*		X	
Commercial	X		
Industrial	X		
Vacant	X		
Mining	X		
Mining - exploration and prospecting (separate from general mining) *This should be included in the category 'Mining' regardless of whether it is for exploration or prospecting purposes.*		X	
Farming *This should be a Rural rate category which includes farming.*		X	
Not-for-profit organisation or charity *There should not be a separate rate category. It is up to a local government whether they provide a discount/concession to these organisations in accordance with a set of criteria that Council set.*		X	

Other (please specify)

16. If rating categories were set in legislation, should local governments be permitted to introduce sub-categories within the set categories based on factors such as the type of mining being undertaken, the intensity of the land use or the type of commercial activity?
    a. Yes
    b. No
    c. Unsure

The City does not support rate categories being set in legislation. Setting of rates and rates categories should be determined by a local government. The objects and reasons for differential rating categories outline why a local government has chosen to apply different rating categories and should not be restricted to rating categories that are only applicable to the current uses of land. Uses may change in 50 years and if these are set in legislation it will restrict and constrain local governments.

17. What powers should local governments have to recover payment of rates on exploration and prospecting leases?

They should be rated the same as other Mining categories or the general UV rate of a local government, whichever applies.

18. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Local governments should be permitted to rate properties differently based on their location." *There are different situations that may arise. For example, specified rates allow a particular location to be charged additional rates based on a higher level of service. So long as local governments clearly outline the objects and reasons for the different rating, then this should be at the discretion of the local government.* *The City is not supportive just being based on a suburb/locality basis without any rationale.*			X		
"Local governments should be permitted to rate long term vacant properties differently to land that is used." *The City of Kwinana is one of the fastest growing local governments in Australia. The City of Kwinana has a*					X

significant amount of land that is being held for development. The City of Kwinana are wanting developers to subdivide to a high standard and for ratepayers who buy the land to build and live in the City. To do this the City places a higher rate on vacant land to encourage ratepayers to build a house on their land.					
"Local governments should be permitted to rate holiday houses, timeshare properties or AirBNB properties differently." *The City understands that some local governments are supportive of this statement and believe consultation with these local governments should be undertaken to ensure their views are considered.*			X		
"A lower rate in the dollar should apply to land used for exploration and prospecting compared to land used for mining." *They should be rated the same as other Mining categories or the general UV rate of a local government, whichever applies.*	X				

19. Currently, local governments are required to seek Ministerial approval when seeking to impose a rate in the dollar that is more than twice the lowest of its other rating categories. What is your preferred approach to differential rates?
    a. Ministerial approval for rates twice the lowest category
    b. Ministerial approval for rates three times the lowest category
    c. Ministerial approval for rates four times the lowest category
    d. No Ministerial approval required for any differential rates
    e. Differential rates to a maximum of four times may be set with no option for Ministerial approval
    f. Other (please specify)

    If a local government exceeds a differential rate that is more than four times the lowest rate, then the local government should be able to request Ministerial approval.

20. To what extend do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"All land should be subject to rates."					X

This is consistent with the Emergency Services Levy that the State Government charge. In this case all properties are rated and as local governments, the service and charge that is raised to rateable properties provides essential services to the community, just like the Emergency Services Levy does.					
"The types of land subject to rates should be consistent between local governments." *All land should be subject to rates and therefore all local governments would be rating every parcel of land in its district.*					X

21. Should the following types of land be subject to rates?

	Yes	No	Unsure
Land owned by the Crown that is used or held for a public purpose	X		
Land used or held exclusively for churches (religious bodies)	X		
Land used or held exclusively for schools	X		
Land used exclusively for charitable purposes	X		
Land vested in trustees for agriculture or horticultural show purposes	X		
Land owned by Co-operative Bulk Handling Limited (CBH)	X		
Land used primarily as a place of residence (no matter who owns the land)	X		
Land used for mining exploration or prospecting	X		
Aged care facilities	X		
Child care facilities	X		
Sporting clubs and Surf Lifesaving clubs	X		
Land used for the pursuit of the Arts	X		

Local governments should be able to charge the local government rate and at their discretion provide concessions to particular uses within a rate category.

22. Which of the following charges should be levied on properties exempt from rates?
    a. Waste charges
    b. A service charge to cover basic services and maintenance
    c. Both
    d. Neither
    e. Other (please specify)

As mentioned previously, the City supports that all properties should be rated and no exemptions apply. This is consistent with the State Government charging the ESL levy to all properties with no exemptions.

23. Should a concession on rates be granted in any of the following scenarios?

	Yes	No	Unsure
The land is owned by a person who currently receives a pensioner or health related concession *The State Government currently provide a concession and this should continue. The local government does not have the financial capacity to provide an additional concession. The local government already provides benefits to pensioners which includes no interest on current rates and allowing pensioners to pay their current rates until the end of the financial year, being 30 June.* *If a local government was in a financial position that they would like to offer a concession to pensioners then this should be allowed, but should not be mandated.*	X		
The land is owned or used by a not-for-profit organisation *This can be at the discretion of local governments however local governments should not feel pressured by the State Government or Members of Parliament to do so based on what another local government or neighbouring local governments provide.* *If a local government was in a financial position that they would like to offer a concession to not-for-profit then this should be allowed, but should not be mandated.*	X		
The land is owned or used by an entity that provides assistance or encouragement for arts or cultural development *This can be at the discretion of local governments however local governments should not feel pressured by the State Government or Members of Parliament to do so based on*	X		

what another local government or neighbouring local governments provide. *If a local government was in a financial position that they would like to offer a concession to an entity that provides assistance or encouragement for arts or cultural development then this should be allowed, but should not be mandated.*			
The land is owned or used by a sporting or recreation body and is available for use by the general community without charge or below cost *This can be at the discretion of local governments however local governments should not feel pressured by the State Government or Members of Parliament to do so based on what another local government or neighbouring local governments provide.* *If a local government was in a financial position that they would like to offer a concession to a sporting or recreation body then this should be allowed, but should not be mandated.*	X		
Community service organisations that are not-for-profit, for the benefit of the general public and provide community services without charge or below cost *This can be at the discretion of local governments however local governments should not feel pressured by the State Government or Members of Parliament to do so based on what another local government or neighbouring local governments provide.* *If a local government was in a financial position that they would like to offer a concession to a community service organisation that are not-for-profit then this should be allowed, but should not be mandated.*	X		
The payment of rates or charges will cause hardship to the land owner *This would cause inequity amongst ratepayers. It is the responsibility of an owner of property to pay for their rates and they are aware of the financial obligations when they purchase a property. It is supported that payment arrangements are in place to ensure payment of outstanding rates are made, by agreement of the ratepayer and the local government.*		X	
The concession will encourage the economic development of all or part of the local government district	X		

If a local government was in a financial position that they would like to offer a concession to an organisation that encourages economic development then this should be allowed, but should not be mandated.			
The concession will encourage land that is of cultural, environmental, historic, heritage or scientific significance to the local government area to be preserved, restored or maintained *If a local government was in a financial position that they would like to offer a concession to land that is of cultural, environmental, historic, heritage or scientific significance to the local government area then this should be allowed, but should not be mandated.*	X		
Land that is subject to a mining tenement *Mining tenements should be rated in accordance with mining rate category (or similar) or the UV general rate and should not be eligible for concession*		X	
Land that is determined by the Minister to be subject to a concession *The Minister should not be able to determine a concession in relation to a local government. A local government sets the rates and any policy detailing concessions and the guidelines to follow.*		X	

24. Should any other scenarios be subject to rates concessions?
    Concessions should be at the discretion of the Council of the Local Government to be set at the time of Rate Setting.

25. Which of the following charges should be levied on that part of the land that receives a rates concession?
    a. Waste charges
    b. A service charge to cover basic services and maintenance
    c. Both
    d. Neither
    e. Other (please specify)
    The charges should include the full waste charge and the rates levied to properties should be calculated as any other ratepayer in the category minus the concession set by Council.

26. To what extent do you support the following statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Rate exemptions for the commercial (non-charitable) business activities of charitable organisations should be removed."					X
"Certain categories of ratepayers, for example Independent Living Units, should only be exempt from rates where they qualify under the Commonwealth *Aged Care Act 1997*." *Properties that qualify under the Commonwealth Aged Care Act 1997 should be rateable.*	X				
"Land used as a residence should not be regarded as charitable." *All land should be rateable, including for charitable purposes. The services that the charitable organisations have access to are the same as any other ratepayer and therefore should pay an equitable contribution to the local government.*					X

27. To what extend do you support this statements?

	Very unsupportive	Unsupportive	Neutral	Supportive	Very supportive
"Local governments should be able to impose fixed charges or levies for particular services, facilities or activities." *It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price.*					X
"Local governments should be able to vary fees and charges at any time without advertising the change."					X

It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price. It should be approved by Council (absolute majority).					
"Local governments should have the autonomy to set fees and charges for all services they provide." *It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price. Currently, local governments have to apply fees and charges that are set in other legislation that are not regularly reviewed and do not allow for full cost recovery, increasing the burden on ratepayers.*					X
"Services that are consistent across local governments should have the same fees or charges." *It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price.*	X				
"Local governments should not set a fee or charge higher than the cost of delivering that service." *It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price.*	X				
"A fee or charge should not be set lower than the cost of delivering that service." *It should be at the local government's discretion what non legislative fee they impose taking into consideration the cost of the service, the market or policy position of Council that may influence the price.*	X				
"Fees and charges imposed by local government and fixed under legislation should increase by CPI annually." *In the absence of removing all fees and charges in legislation and allowing local governments to set fees and charges at their discretion, a review of fees fixed under legislation should take place involving local governments, every three years, whereby local governments submit the cost of undertaking the service to ensure the fees are at least cost recoverable using the average cost.*			X		

It is recommended that CPI is defined by using the Capital Cities, Perth, All Groups index to ensure there is no inconsistencies of which CPI index to use. *It is recommended that CPI is applied in the years that a review is not undertaken.*					

28. Do you have any additional comments on the topic of rates, fees and charges?

    Additional information can also be provided to the review team via email at actreview@dlgsc.wa.gov.au.

16.4 Review of Emergency Services Levy Agreement

DECLARATION OF INTEREST:

There were no declarations of interest declared.

SUMMARY:

The City has a standing agreement with the Department of Fire and Emergency Services (DFES) regarding the remittance of the Emergency Services Levy (ESL) collections as contained within Confidential Attachment A. The purpose of this report is to review the agreement between the City of Kwinana and DFES to ensure that the best option for the City is selected.

OFFICER RECOMMENDATION:

That Council give notice to the Department of Fire and Emergency Services of their intention to terminate the agreement contained within Confidential Attachment A and enter into Option A, for the remittance of Emergency Services Levy's (ESL) collected.

DISCUSSION:

Since 1 July 2003 all Western Australian local governments have collected the Emergency Services Levy (ESL) on behalf of the Department of Fire and Emergency Services (DFES), formally known as the Fire and Emergency Services Authority (FESA).

The ESL charge is levied at the same time as the rates and other charges and appears on the annual rates notice that is issued to the ratepayer. The levy is calculated on the Gross Rental Valuation (GRV) of all properties in the district and is multiplied by the approved rate in the dollar set by DFES each year. The ESL is a levy charged to all property owners within Western Australia to provide for services such as:

- The Career Fire and Rescue Service
- The Volunteer Fire and Rescue Service
- Bush Fire Brigades
- Volunteer Fire and Emergency Service Units
- Volunteer Marine Rescue Service
- State Emergency Service Units
- Aviation Services (contracted by DFES during emergencies)
- DFES's corporate support associated with the above services.

DFES pays local governments an annual ESL Administrative Fee as determined by the Minister for Emergency Services and Corrective Services (Minister) for collecting the ESL on DFES behalf. The administrative fee is provided as a contribution towards the costs associated with the local government administering the collection of the levy, such as:

- Maintaining a complete list of properties and their GRVs
- Maintenance of GRVs for those properties not subject to normal Local Government rating that are charged ESL
- Calculation of annual ESL assessments and adjustments
- Invoicing of annual and adjusted ESL

- Administering ESL concessions schemes for pensioners/seniors
- Dealing with general ESL queries
- Collecting the ESL from ratepayers
- Pursuing outstanding ESL in conjunction with rates accounts, including the issue of a letter signalling intent to initiate legal proceedings where necessary
- Acquitting the ESL
- Accounting for and auditing the ESL
- Banking the ESL (including associated bank/account charges)
- Remitting the ESL to DFES
- Producing and transmitting the required ESL related payments
- Transmitting ESL administrative reports to DFES
- Producing and transmitting other ESL related information to DFES that may be required from time to time
- Ongoing maintenance of existing ESL administration functionality in rates systems.

The City received $30,840 for the ESL Administrative Fee for the 2018/2019 financial year.

There are two options for remitting ESL collections to DFES, Option A and Option B.

Option A

Under the provisions of Option A, only payments received by the local government are remitted to DFES on a monthly reporting basis. This includes payments for ESL penalty interest that has accrued on overdue accounts, ESL pensioner rebate claims and ESL deferred interest paid by Office of State Revenue (OSR).

Payments to DFES by the local government are only made when the local government receives payment from the ratepayer.

Option B

Under the provisions of Option B, the local government is required to accept the ESL debt and therefore remit the total ESL levied for the year, regardless of whether the local government collects the debt from the ratepayers or not. The total amount payable is divided into four instalments as follows:

- 30% of the total ESL levied due 21 September
- 30% of the total ESL levied due 21 December
- 30% of the total ESL levied due 21 March
- 10% of the total ESL levied due 21 June

All ESL collected from ratepayers is then retained by the local government, including ESL penalty interest that has accrued on overdue accounts. The local government is also able to retain any payments received from OSR regarding ESL pensioner rebate claims and ESL deferred interest claims.

16.4 REVIEW OF EMERGENCY SERVICES LEVY AGREEMENT

The following table summarises the advantages and disadvantages for the two options:

OPTION A	
ADVANTAGES	**DISADVANTAGES**
The local government only remits ESL collections that have been received from ratepayers and Office of State Revenue.	The local government must remit penalty interest collections to DFES – currently the City does not remit the penalty ESL interest collections because the City is the one that is owed the money and as a result of the ratepayer not paying the amount due the City cannot invest or use these funds for local government purposes.
The debt outstanding (including deferred ESL) still belongs to DFES, not the local government.	The local government must remit the interest on deferred ESL to DFES – currently the City does not remit the penalty ESL interest collections because the City is the one that is owed the money and as a result of the ratepayer not paying the amount due the City cannot invest or use these funds for local government purposes.
Remitting payments to DFES as they are received, therefore having no impact on the local government's cash-flow.	Increased reporting to DFES including monthly reporting and remitting payments, however minimal impact.
The local government is not responsible for the legal costs associated with debt collection.	
OPTION B	
ADVANTAGES	**DISADVANTAGES**
The local government retains all late ESL payment penalty interest - currently the City does not remit the penalty ESL interest collections because the City is the one that is owed the money and as a result of the ratepayer not paying the amount due the City cannot invest or use these funds for local government purposes.	The local government assumes liability for all unpaid and deferred ESL, and all costs associated with ESL debt recovery.
The local government retains all pensioner/senior ESL concession payments and interest on deferred ESL, as paid by the Office of State Revenue.	The local government accepts financial responsibility for any ESL or ESL interest amounts that the local government chooses to write off.
More simplified reporting and remittance requirements.	The local government must pay the total amount of ESL levied in instalments to DFES, impacting the local government's cash-flow.
	Does not support prudent financial management and sustainability practices.
	The local government is in practice accepting the ESL debt and prefunding a third party organisation's operations.

16.4 REVIEW OF EMERGENCY SERVICES LEVY AGREEMENT

In July 2003 the City started collecting and remitting ESL under Option A. The City remitted ESL collections (including ESL penalty interest and ESL pensioner/senior rebate claims paid by OSR) to DFES as it was received on a monthly basis.

DFES encouraged all local governments to change over to Option B and the City did so in 2006 entering into an agreement under Option B. The City continues to have a standing agreement with DFES under the Option B provisions. Option B means that the City pays the total ESL levied to DFES, regardless of whether it is collected from ratepayers. The total ESL levied is paid in four instalments to DFES during September, December, March and June.

Prefunding a third party organisation through the payment of uncollected funds does not support prudent financial management and financial sustainability measures. Option B therefore is not favourable to the City and it is recommended that the City gives notice to DFES to terminate the current agreement and revert to Option A.

If the City were to choose to terminate the current standing agreement under the provisions of Option B, the City is required to give three (3) months written notice to DFES as stated in the Agreement.

The City will still receive the annual ESL Administration fee, currently $30,840 regardless of what option the Council choose.

The ESL Manual of Operating Procedures details how local governments should administer the ESL, which is contained within Confidential Attachment B.

LEGAL/POLICY IMPLICATIONS:

Agreement – Fire and Emergency Services Authority of Western Australia & Town of Kwinana, section 3 states:

This ESL agreement shall commence on the date mentioned in Item 2 of the Schedule ("the Commencement Date") and shall endure until one of the parties gives to the other at least 3 months written notice that this ESL agreement is to terminate ("Term") whereupon after the said period of notice this ESL agreement is to end.

FINANCIAL/BUDGET IMPLICATIONS:

The financial/budget implications identified in this report relates to the timing of when the ESL collections are remitted to DFES and how that impacts the City's cash-flow.

ASSET MANAGEMENT IMPLICATIONS:

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

ENVIRONMENTAL IMPLICATIONS:

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

16.4 REVIEW OF EMERGENCY SERVICES LEVY AGREEMENT

STRATEGIC/SOCIAL IMPLICATIONS:

This proposal will support the achievement of the following objective detailed in the Corporate Business Plan.

Plan	Outcome	Objective
Corporate Business Plan	Business Performance	5.4 Ensure the financial sustainability of the City of Kwinana into the future

COMMUNITY ENGAGEMENT:

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

PUBLIC HEALTH IMPLICATIONS

There are no implications on any determinants of health as a result of this report.

RISK IMPLICATIONS:

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

Risk Event	Remittance of ESL collections not sustainable to meet the City's cash-flow requirements
Risk Theme	Failure to fulfil statutory regulations or compliance requirements
Risk Effect/Impact	Financial
Risk Assessment Context	Operational
Consequence	Moderate
Likelihood	Possible
Rating (before treatment)	Moderate
Risk Treatment in place	Reduce - mitigate risk
Response to risk treatment required/in place	Enter into Option A agreement for the remittance of ESL collected.
Rating (after treatment)	Low

COUNCIL DECISION

429

MOVED CR D WOOD **SECONDED CR S LEE**

That Council give notice to the Department of Fire and Emergency Services of their intention to terminate the agreement contained within Confidential Attachment A and enter into Option A, for the remittance of Emergency Services Levy's (ESL) collected.

CARRIED
6/0

17 Urgent Business

Nil

18 Councillor Reports

18.1 Councillor Matthew Rowse

Councillor Matthew Rowse reported that he had attended the Conciliation Advisory Group Meeting to discuss the official launch of the City's Conciliation Action Plan which will be held on Friday night at the Darius Wells Library and Resource Centre.

Councillor Rowse advised that he had attended the Tour de Wellard which was organised by the Wellard Residents Association and was a very successful event.

Councillor Rowse mentioned that he had attended the Communicare Breathing Space, which he explained is the first residential family and domestic violence men's behavioural centre in the Southern Hemisphere and he was very impressed with the organisers, facilitators and residents there and he hopes to help in the future.

Councillor Rowse reported that he had attended the Youth Advisory Council Meeting and was very impressed with the youth involved and the work they are doing.

18.2 Councillor Merv Kearney

Councillor Merv Kearney passed on his thanks to the Operations Team for promptly actioning a request to collect discarded tyres from the verge on Gentle Road.

19 Response to Previous Questions

Nil

20 Mayoral Announcements (without discussion)

Nil

21 Matters Behind Closed Doors

Nil

22 Meeting Closure

The Deputy Mayor declared the meeting closed at 7:57pm.

Chairperson: 10 April 2019