



NOTICE OF MEETING

ORDINARY COUNCIL

Members are advised that a meeting of the Council will be held in Council Chambers, Civic Building, 83 Mandurah Terrace, Mandurah on:

**Tuesday 17 December
at 5.30pm**

MARK R NEWMAN
Chief Executive Officer
12 December 2019

AGENDA:

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS
2. ACKNOWLEDGEMENT OF COUNTRY
3. APOLOGIES
4. IMPORTANT NOTE:

Members of the public are advised that any decisions made at the meeting tonight, can be revoked, pursuant to the *Local Government Act 1995*. Therefore, members of the public should not rely on any decisions until formal notification in writing by Council has been received.

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

Public Question time provides an opportunity for members of the public to ask a question of Council. For more information regarding Public Question Time, please telephone 9550 3787 or visit the City's website www.mandurah.wa.gov.au.

7. PUBLIC STATEMENT TIME

Any person or group wishing to make a 2-minute Public Statement to Council regarding a matter concerning local government must first complete an application form. For more information about Public Statement Time, or to obtain an application form, please telephone 9550 3787 or visit the City's website www.mandurah.wa.gov.au.

8. LEAVE OF ABSENCE REQUESTS**9. PETITIONS****10. PRESENTATIONS**

City of Mandurah – Organisational Brand

11. DEPUTATIONS

Any person or group wishing to make a 5-minute Deputation to Council regarding a matter listed on this agenda for consideration must first complete an application form. For more information about making a deputation, or to obtain an application form, please telephone 9550 3787 or visit the City's website www.mandurah.wa.gov.au.

12. CONFIRMATION OF MINUTES:

12.1 Ordinary Council Meeting: 26 November 2019 (attached)

13. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**14. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS****15. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)**

15.1 Questions of which due notice has been given

15.2 Questions of which notice has not been given

16. BUSINESS LEFT OVER FROM PREVIOUS MEETING**17. RECOMMENDATIONS OF COMMITTEES**

17.1 Adoption of Recommendations of Audit and Risk Committee Meeting: 9 December 2019

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
1	Annual Financial Statements 2018-19	4	Updated Financial Statements

18. REPORTS

<i>Item</i>		<i>Page No</i>
1	Financial Report November 2019	1 - 26
2	Proposed Modifications to Conditions of Current Approval: The Cut Tavern Lot 926 Rod Court, Dawesville	27 - 42
3	Modifications to Approved Structure Plan Lot 1055 Princeton Drive, Wannanup	43 - 50
4	Lease to Occupy: EOI Mandurah Family and Community Centre	51 - 56
5	Proposed Shared Parking and Training Facility: Bortolo Reserve	57 - 63
6	Wido Peppinck Legacy Fund	64 - 70
7	Falcon Family Centre Future Directions	71 - 78
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12	City of Mandurah: Organisation Brand Refresh	109 - 116
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15	Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels	283 - 291
16	Membership, Powers and Duties of Council's Committees and Council Meeting Schedule 2020	292 – 319
17	Cat Local Law 2019	320 - 346
18	Tender 16-2019 Falcon Skate Park	347 - 350
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20	Tender 18-2019 Solar Installation MARC	356 – 359
21	Tender 19-2019 Beach Patrol Service	360 – 364
22	Elected Member Entitlement Policy	365 – 375

19. ADOPTION OF RECOMMENDATIONS NOT WITHDRAWN FOR FURTHER DISCUSSION
20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN
21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING
22. LATE AND URGENT BUSINESS ITEMS
23. CONFIDENTIAL ITEMS
24. CLOSE OF MEETING



MINUTES OF COUNCIL MEETING
HELD ON
TUESDAY 26 NOVEMBER 2019
AT 5.30PM
IN COUNCIL CHAMBERS
83 MANDURAH TERRACE
MANDURAH

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	D LEE	EAST WARD
COUNCILLOR	L RODGERS	EAST WARD
COUNCILLOR	D PEMBER	EAST WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	C DI PRINZIO	COASTAL WARD
COUNCILLOR	P ROGERS	TOWN WARD
COUNCILLOR	M ROGERS	TOWN WARD
MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS AND SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE COMMUNITIES
MR	G DAVIES	DEPUTY CHIEF EXECUTIVE OFFICER
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MR	B DRECKOW	MANAGER PLANNING AND LAND SERVICES
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

The Mayor declared the meeting open at 5.32pm.

ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]

Mayor Williams acknowledged that the meeting was being held on the traditional land of the Bindjareb people, and paid his respect to their Elders past and present.

APOLOGIES [AGENDA ITEM 3]

Councillor Schumacher is on leave of absence.

DISCLAIMER [AGENDA ITEM 4]

The Mayor advised that the purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the Local Government Act 1995 (Section 5.25(e)) and Council's Consolidated Local Laws (Section 4.86) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Council meeting.

ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 5]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 6]**G.1/11/19 P HOWCROFT: FOOD TRUCK OPERATIONS**

Mr Howcroft, owner of foreshore café Cool Eats, asked if Council could accelerate the review of food trucks permitted to operate on the Eastern Foreshore Sunday Markets as it has a negative effect on what should be their busiest day.

The Manager Planning and Land Services advised a similar question had been posed in September 2019 however there are currently no guidelines on markets and events in the city centre. This is a known gap currently under review that will be addressed in the early part of 2020.

PUBLIC STATEMENT TIME [AGENDA ITEM 7]

Nil.

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 8]**G.2/11/19 LEAVE OF ABSENCE: COUNCILLOR KNIGHT 18 DECEMBER 2019 TO 15 FEBRUARY 2020, INCLUSIVE**

MOTION: L Rodgers / A Zilani

That leave of absence be granted to Councillor Knight from 18 December 2019 to 15 February 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.3/11/19 LEAVE OF ABSENCE: COUNCILLOR LYNN RODGERS 1 - 30 JANUARY 2020, INCLUSIVE

MOTION: C Knight / J Green

That leave of absence be granted to Councillor Lynn Rodgers from 1 to 30 January 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.4/11/19 LEAVE OF ABSENCE: COUNCILLOR LEE 1 DECEMBER 2019 TO 29 FEBRUARY 2020, INCLUSIVE

MOTION: Matt Rogers / M Darcy

That leave of absence be granted to Councillor Lee from 1 December 2019 to 29 February 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.5/11/19 LEAVE OF ABSENCE: COUNCILLOR ZILANI 14 TO 24 JANUARY 2020, INCLUSIVE

MOTION: D Pember / D Lee

That leave of absence be granted to Councillor Zilani from 14 to 24 January 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.6/11/19 LEAVE OF ABSENCE: COUNCILLOR ZILANI 6 FEBRUARY 2020 TO 7 MARCH 2020, INCLUSIVE

MOTION: D Pember / D Lee

That leave of absence be granted to Councillor Zilani from 6 February 2020 to 7 March 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.7/11/19 LEAVE OF ABSENCE: COUNCILLOR ZILANI 8 JULY 2020 TO 8 AUGUST 2020, INCLUSIVE

MOTION: D Pember / D Lee

That leave of absence be granted to Councillor Zilani from 8 July 2020 to 8 August 2020 inclusive.

CARRIED UNANIMOUSLY: 12/0

G.8/11/19 LEAVE OF ABSENCE: COUNCILLOR SCHUMACHER 1 DECEMBER 2019 TO 31 MARCH 2020, INCLUSIVE

MOTION: M Darcy / D Pember

That Council:

- 1. Acknowledge the Minister for Local Government's delegated authority approval to grant a further leave of absence to Cr D Schumacher from 1 December 2019 to 31 March 2020, inclusive.**
- 2. Grant a leave of absence to Councillor D Schumacher from 1 December 2019 to 31 March 2020 inclusive, and**
- 3. Forward a copy of the Council minutes to the Department of Local Government, Sport and Cultural Industries.**

CARRIED UNANIMOUSLY: 12/0

PETITIONS [AGENDA ITEM 9]**G.9/11/19 S COATES: APPLICATION FOR PROPOSED AMENDMENTS TO APPROVAL CONDITIONS: THE CUT TAVERN**

Councillor Darcy presented a petition containing the signatures of 46 persons requesting that the proposed amendments to approval conditions in relation to The Cut Tavern not be approved.

MOTION: M Darcy / D Lee

That the petition be received and referred to officers for consideration in determining the application for amendments to approved conditions.

CARRIED UNANIMOUSLY: 12/0

PRESENTATIONS [AGENDA ITEM 10]

G.10/11/19 MEADOW SPRINGS PRIMARY SCHOOL: KIDS TEACHING KIDS SCHOLARSHIP

Year 4 – 6 students from Meadow Springs Primary School presented on their learnings from the 2019 Melbourne Water Kids Teaching Kids Conference. The students were awarded a scholarship by Council to attend the national conference as part of the City's delivery of the annual Perth and Peel Region Kids Teaching Kids Conference.

G.11/11/19 SARAH CURRAN RAGAN: PEEL BRIGHT MINDS 2018/2019 EVENT UPDATE

Peel Bright Minds is a not for profit funded by Peel local governments, Alcoa, RDA and the Peel Harvey Catchment Council. The aim is to inspire a curious community by delivering events and activities to engage and upskill the community in science, technology, engineering and math. Peel Bright Minds utilise a range of event formats to reach the widest audience; such as science café, science film screenings, providing activities at local shows, school events, innovators tea party, Teachers network and industry visits. The presentation showcased events and engagement outcomes.

DEPUTATIONS [AGENDA ITEM 11]

G.12/11/19 JANINE PRICE: FULLY FENCED DOG EXERCISE AREA

Ms Price delivered a verbal deputation to Council informing the meeting of the detrimental effects the current chosen location will have on dogs and the welfare of the general public.

CONFIRMATION OF MINUTES [AGENDA ITEM 12]

G.13/11/19 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 8 OCTOBER 2019

MOTION: Matt Rogers / C Knight

That the Minutes of the Council Meeting held on Tuesday 8 October 2019 be confirmed.

CARRIED UNANIMOUSLY: 12/0

G.14/11/19 CONFIRMATION OF SPECIAL COUNCIL MINUTES: TUESDAY 22 OCTOBER 2019

MOTION: Peter Rogers / D Lee

That the Minutes of the Special Council Meeting held on Tuesday 22 October 2019 be confirmed with page 2 amended to reflect Councillor Zilani as a North Ward member.

CARRIED UNANIMOUSLY: 12/0

G.15/11/19 CONFIRMATION OF SPECIAL COUNCIL MINUTES: TUESDAY 29 OCTOBER 2019

MOTION: D Pember / Lynn Rodgers

That the Minutes of the Special Council Meeting held on Tuesday 29 October 2019 be confirmed.

CARRIED UNANIMOUSLY: 12/0

G.16/11/19 CONFIRMATION OF SPECIAL COUNCIL MINUTES: MONDAY 11 NOVEMBER 2019

MOTION: C Knight / Matt Rogers

That the Minutes of the Special Council Meeting held on Monday 11 November 2019 be confirmed.

CARRIED UNANIMOUSLY: 12/0

G.17/11/19 ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 13]

Mayor Williams spoke on:

- The City's win at the Parks and Leisure Australia Major Event of the Year Award for its involvement in the Australian Police and Emergency Services Games held in Mandurah in 2018.
- The Crab Fest Hall of Fame Award following the winning of gold awards at the Perth Airport Tourism Awards in the Major Festivals and Events Category.

Mayor Williams invited Elected Members to update the meeting on recent events attended.

- Councillor Peter Rogers attended the City's Citizenship Ceremony on 21 November welcoming 175 new citizens.
- Councillor Darcy updated the meeting on the fun-filled St Damian's Italian ceremony which showcased the talents of all students.

- Councillor Lynn Rodgers spoke of the good work undertaken by the Compassionate Friends and the 50th Anniversary held recently which she attended.
- Councillor Knight attended the Silent March against domestic violence in November and the Confluence Festival of Indian Arts.
- Councillor Matt Rogers attended the Plein Air event conducted during the Mandurah arts festival.
- Councillor Green launched the Senior's Week events at the Mandurah Aquatic and Recreation Centre. Councillor Green also attended the annual Sports Awards conducted in November.
- Councillor Di Prinzio joined the Mandurah Arts Festival events conducted at Hall Park which launched the new three week format.

Mayor Williams updated the meeting on the following:

- Donation to Rocky bay assisting in the purchase of a FES bike for attendees.
- Peel Leadability Graduation which came to Mandurah providing leadership course for persons with disabilities.
- The Outrigger Canoe Titles which were held in Mandurah for the first time.
- The federally funded Wayfarer Project which matches senior's skills with organisations requiring specific skill assistance to benefit both parties.
- Presented the November Local Legend Award to Lisa Kelly for here unique way of uplifting community spirit and pride, assisting to promote Mandurah, local businesses and community events through her quirky 'Where's Wally' persona.

G.18/11/19 DECLARATION OF INTERESTS [AGENDA ITEM 14]

- Councillor Peter Rogers declared an impartiality interest in Item 18.1 Financial Report September 2019 Recommendation 3.2. The interest is declared as Councillor Peter Rogers is one of Council's representatives on the Mandurah Performing Arts Board
- The Chief Executive Officer declared an impartiality interest in Item 18.1 Financial Report September 2019 Recommendation 3.2. The interest is declared as the Chief Executive Officer is one of Council's representative on the Mandurah Performing Arts Board

Councillor Peter Rodgers requested that Item 18.1 be separated to permit himself and the Chief Executive Officer to vacate the Chamber and not participate in debate or voting on the recommendation pertaining to the Mandurah performing Arts Centre. Consensus of the meeting agreed to the request to separate the recommendations.

QUESTIONS FROM ELECTED MEMBERS [AGENDA ITEM 15]**Questions of which due notice has been given****G.19/11/19 COUNCILLOR MATT ROGERS: CONTROL MEASURES ASSURANCE**

Councillor Matt Rogers asked, given the recent allegations against the former Assistant Director General of the Department of Communities, if the relevant officer could outline processes and procedures currently in place to provide assurance that a possible similar misappropriation of funds in the procurement and invoicing processes could not take place at the City of Mandurah?

CEO Response

Thank you for the question. The issue of controls across the City's budgeting, purchasing and requisitioning and invoice payment process is extremely important. The City has considerable controls in place and regularly analyses and reviews processes to ensure there is continuous improvement. One major control that is in place is that no one officer has control over budget, requisitions and approvals.

Manager Governance Services Response

In the last six months additional measures have been implemented to build on the governance of procurement processes:

- Amendments to the Procurement of Goods and Services Policy and reduced thresholds resulting in all procurement over \$50,000 being managed centrally by Governance Services;*
- Implementation of new organisational wide process for purchasing and a written quotation form for procurement under \$50k which requires two Officers to sign off on the procurement;*
- Development of procurement training materials and the delivery of 12 training sessions across the City on the procurement processes for under \$50k and process for raising purchase orders; and*
- Establishment of a procurement improvement working group to support ongoing procurement reform.*

Further measures are currently being implemented in the Procurement of Goods and Services Policy including financial authorisations. This policy will be brought back to Council in the early 2020 for consideration and adoption.

Manager Financial Services Response

The City's financial controls that have been implemented include:

- Officers are not able to approve their own purchase orders in the Corporate Business System;*
- Purchase orders are required to be raised before an invoice is processed and paid;*
- Only Officers with a delegated financial authority can approve purchase orders and only up to their individual limit. This is a system setting in the Corporate Business System;*
- For large construction projects, a monthly review by an Accountant in the finance team relating to spending is undertaken;*
- The Corporate Business System will alert the Accounts Payable officer when there is a duplicate invoice number entry, which will raise it to the Finance team's attention.*

- *One Senior Accountant reviews the creditor list for payments and conducts a thorough check of all proposed payments.*
- *The City is also implementing a new Corporate Business System (Tech One) that holds further controls and benefits including:*
 - *Ability to attach quotes and documents to purchase orders*
 - *Improvements to workflow and transparency.*

The Chief Executive Officer further advised that in addition to the controls mentioned above, a secondary employment CEO policy is in its final stages of adoption. Disclosures of secondary employment will be required to be approved by me as the Chief Executive Officer.

Questions of which notice has not been given

G.20/11/19 COUNCILLOR PEMBER: TRANSPORT HUBS

Councillor Pember commented on how transport hubs exist around train stations in other locations and asked if this could be implemented around the Mandurah train station.

The Director Sustainable Communities advised the western side of the train line was controlled by Landcorp while the eastern side, central park development, was privately owned. Planning on both development sites was ambitious in density and the plans for the locations where available for viewing. Since the global financial crisis development has slowed considerably and the visioned plans have not materialised.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 16]

Nil.

RECOMMENDATIONS OF COMMITTEES [AGENDA ITEM 17]

NOTE: Council adopted en bloc (moved by Councillor Lee and seconded by Councillor Knight), the recommendations of the Committee of Council meeting of Monday 11 November 2019.

G.21/11/19 NOMINATION OF CHAIRPERSON

The Chief Executive Officer called for nominations for Chairperson at the meeting of the Executive Committee. One nomination was received from Mayor Williams.

MOTION: D Lee / C Knight

That Mayor Williams be appointed as Chairperson of the Executive Committee for two years with the term expiring 15 October, 2021.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

**G.22/11/19 2018/19 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW (GD)
(EX.4/11/19)**

MOTION: D Lee / C Knight

That Council adopts the course of action agreed.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

**G.23/11/19 CHIEF EXECUTIVE OFFICER ANNUAL REMUNERATION REVIEW (MN/GD)
(EX.5/11/19)**

MOTION: D Lee / C Knight

That Council adopts the course of action agreed.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

G.24/11/19 CHIEF EXECUTIVE OFFICER ANNUAL REMUNERATION REVIEW (EX.6/11/19)

MOTION: D Lee / C Knight

That Council adopts the course of action agreed.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

**G.25/11/19 REMUNERATION PACKAGE: CITY EXECUTIVES / DIRECTORS (MN)
(EX.7/11/19)**

MOTION: D Lee / C Knight

That Council adopts the course of action agreed.

CARRIED UNANIMOUSLY: 12/0
(This item was adopted en bloc)

NOTE: Council adopted en bloc (moved by Councillor and seconded by Councillor), the recommendations of the Audit and Risk Committee meeting of Monday 11 November 2019.

G.26/11/19 NOMINATION OF CHAIRPERSON

The Chief Executive Officer called for nominations for Chairperson at the meeting of the Audit and Risk Committee. One nomination was received from Councillor Jackson.

MOTION: D Lee / C Knight

That Councillor Jackson be appointed as Chairperson of the Audit and Risk Committee for two years with the term expiring 15 October, 2021.

CARRIED UNANIMOUSLY: 12/0
(*This item was adopted en bloc*)

REPORTS [AGENDA ITEM 18]

G.27/11/19 FINANCIAL REPORT SEPTEMBER 2019 (PB) (REPORT 1)

The Financial Report for September 2019 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

By consensus of the Council recommendations 1, 2 and 3.1 were dealt with separately.

MOTION: C Knight / J Green

That Council:

- 1 Receives the Financial Report for September 2019 as detailed in Attachment 1 of the report.**
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2 of the report:**

Total Municipal Fund	\$ 7,006,628.42
Total Trust Fund	\$ <u>17,712.95</u>
	\$ <u>7,024,341.37</u>
- 3 Approves the following budget variations:**
 - 3.1 Increase in operating expenditure of \$75,000 for the Suicide Prevention Project and increase in operating grant income of \$75,000 from WAPHA grant to undertake the Suicide Prevention Project.**

CARRIED UNANIMOUSLY: 12/0

Having declared impartiality interests Councillor Peter Rogers and the Chief Executive Officer vacated the Chamber at 6.36pm.

G.28/11/19 FINANCIAL REPORT SEPTEMBER 2019 (PB) (REPORT 1)

By consensus of the Council recommendation 3.2 was dealt with separately.

MOTION: C Knight / J Green

That Council:

- 3 Approves the following budget variations:**

3.2 Increase in operating expenditure of \$80,000 for ManPAC and decrease of expenditure of \$80,000 from identified savings in:

- Financial Services subscriptions \$20,000
- Financial Accounting Salaries \$60,000

CARRIED: 11/0

Councillor Peter Rogers and the Chief Executive Officer returned to the Chamber at 6.38pm.

G.29/11/19 FINANCIAL REPORT OCTOBER 2019 (PB) (REPORT 2)

The Financial Report for October 2019 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

MOTION: C Knight / Peter Rogers

That Council:

- 1 Receives the Financial Report for October 2019 as detailed in Attachment 1 of the report.
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2 of the report:

Total Municipal Fund	\$ 9,115,267.66
Total Trust Fund	<u>\$ 27,026.68</u>
	<u>\$ 9,142,294.34</u>
- 3 Approves the following budget variations being increase in operating expenditure of \$250,000 for the ManPAC RVIF Stage 3 and decrease in the cultural reserve of \$225,000 and Building reserve \$25,000.

CARRIED UNANIMOUSLY: 12/0

G.30/11/19 CHANGE OF AGENDA ORDER

Given the public interest in Report 9 – Fully Fenced Dog Exercise Area it was suggested that the agenda order be reconsidered with report 9 being considered prior to report 3.

MOTION: D Pember / C Knight

That Council amend the agenda order to consider Report 9 Fully Fenced Dog Exercise Area next.

CARRIED UNANIMOUSLY: 12/0

G.31/11/19 FULLY FENCED DOG EXERCISE AREA (BI) (REPORT 9)

Fully fenced dog parks are becoming an increasingly popular public facility provided by local government. These parks provide a secure environment for dog socialisation, exercise and training and also provide owners with an opportunity for social interaction particularly those with reduced mobility.

In December 2017, Council received a petition containing over 562 signatures requesting the City investigate the viability of a fully fenced dog park. Feedback from the community has been consistent that a facility of this type would be very popular.

Commencing 5 April, the City undertook an extensive community consultation seeking direction from the community about seven potential locations. The campaign was strongly supported with an estimated 4901 visitors to the Mandurah Matters Enclosed Dog Park page and active participation in identifying preferred locations or providing feedback on why locations would not be appropriate.

Considering the feedback from the consultation campaign, officers have undertaken a more detailed assessment and Council is requested to approve the recommended location for the dog park as Leslie Street, Dudley Park Reserve 40075. Council is also requested to approve the formation of a working group inclusive of community representatives, dog trainers, staff and interested elected members to design a park that meets the needs of a broad range of stakeholders.

Report Recommendation:***That Council:***

1. *Approve the progression to a detailed design of a fully fenced dog park at Leslie Street, Dudley Park (Reserve 40075).*
2. *Supports the establishment of a fully fenced dog park design working group consisting of City Officers, Elected Members and interested community members.*
3. *Appoints Councillor _____ and Councillor _____ to the Fully Fenced Dog Park Design Working Group.*

Councillor Pember moved, Councillor Zilani seconded an alternate recommendation replacing Leslie Street, Dudley Park with Mary Street, Mandurah in point 1 of the recommendation. During the discussion that ensued Mayor Williams foreshadowed his intention to move a motion deferring the item to a future council meeting following a briefing with Elected Members should the tabled motion be unsuccessful. The Mover and Seconder of the motion agreed to the suggested foreshadowed motion being tabled. Mayor Williams called for nominations to the working group. One nomination from Councillor Pember was received.

MOTION:**That Council:**

1. **Defer consideration of this item to a future Council meeting with a briefing to be held prior to the Council meeting.**
2. **Appoints Councillor Pember to the Fully Fenced Dog Park Design Working Group.**

CARRIED: 10/2

FOR: Mayor Williams, Councillors Pember, Darcy, Lynn Rodgers, Knight, Green, Di Prinzio, Jackson, Zilani, Lee

AGAINST: Councillors Peter Rogers and Matt Rogers

G.32/11/19 TENDER NUMBER 09 PROVISION OF HORTICULTURAL AND GARDEN SERVICES (CP/EJ) (REPORT 3)

The City of Mandurah invited tenders for the Provision of Horticultural and Garden Services Request for Tender (T09-2019) for the provision of suitably qualified and experienced parks and gardens maintenance teams to undertake specific maintenance and project work within the City.

As a result of the evaluation of tendered submissions, Council is now requested to accept Landscape and Maintenance Solutions as the preferred tenderer.

T09-2019 seeks the provision of the required services for a period of two years, together with an option to extend the contract for a further one year subject to satisfactory performance and at the sole discretion of the City.

MOTION: C Knight / Lynn Rodgers

That Council accepts Landscape and Maintenance Solutions as the preferred tenderer for Tender T09-2019 for the Provision of Horticultural and Garden Services for a period of two years, with one option to extend for a further one year at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.

CARRIED UNANIMOUSLY: 12/0

G.33/11/19 TENDER NUMBER 11 EVENTS INFRASTRUCTURE AND EQUIPMENT FOR CRAB FEST (EJ/MJ) (REPORT 4)

The City of Mandurah (the City) delivers the Mandurah Crab Fest, the City's flagship annual event. Due to the size and scale of the event, the City procures a range of infrastructure and equipment including the necessary technical expertise for the erection, fitting out, testing and removal of facilities.

The City invited tenders for the Events Infrastructure and Equipment for Crab Fest Tender (T11-2019) and as a result of the evaluation of tendered submissions, Council is now requested to accept Carlisle Events Hire as the preferred tenderer.

T11-2019 seeks the provision of the required services for a period of two years, with one option to extend for a further two years subject to satisfactory performance and at the sole discretion of the City.

MOTION: C Knight / Lynn Rodgers

That Council accepts Carlisle Event Hire as the preferred tenderer for Tender T11-2019 for the Event Infrastructure and Equipment for Crab Fest for a period of two years, with one option to extend for a further two years at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.

CARRIED UNANIMOUSLY: 12/0

G.34/11/19 TENDER NUMBER 13-2019 SUPPLY AND INSTALLATION OF LANDSCAPE CONCRETE KERBING (CP/EJ) (REPORT 5)

The City of Mandurah invited tenders for the Supply and Installation of Landscape Concrete Kerbing Tender (T13-2019) for ongoing maintenance of concrete landscape kerbing on roads and footpaths in addition to major streetscape upgrade projects.

As a result of the evaluation of tendered submissions, Council is now requested to accept BSTH Pty Ltd ATF the M & J Griffiths Family Trust, TA Landscape Kerbing as the preferred tenderer.

T13-2019 seeks the provision of the required goods and services for a period of three years, to satisfactory performance of the City.

MOTION: Matt Rogers / M Darcy

That Council accepts BSTH Pty Ltd t/a Griffiths Family Trust t/a Landscape Kerbing as the preferred tenderer for Tender 13-2019 for the Supply and Installation of Landscape Concrete Kerbing for the period of three years at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.

CARRIED UNANIMOUSLY: 12/0

G.35/11/19 TENDER NUMBER 14-2019 PROVISION OF PLUMBING AND GAS (SH/EJ) (REPORT 6)

The City of Mandurah invited tenders for the Provision of Plumbing and Gas Services (T14-2019) for Facilities which covers plumbing and gas maintenance, installation and related services for buildings and community facilities. The City has a large number of plumbing assets in buildings and open spaces that require ongoing maintenance and occasional renewal. Furthermore the City requires a 24 hour emergencies response service.

As a result of the evaluation of tendered submissions, Council is now requested to accept Tunnel Vision (WA) Pty Ltd as the preferred tenderer.

MOTION: Lynn Rodgers / P Rogers

That Council accepts Tunnel Vision (WA) Pty Ltd as the preferred tenderer for Tender 14-2019 for the Provision of Plumbing and Gas Services for a period of three years with an option to extend for a further two one year extension periods at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.

CARRIED UNANIMOUSLY: 12/0

G.36/11/19 TENDER NUMBER 12 EVENTS INFRASTRUCTURE AND EQUIPMENT EXCLUDING CRAB FEST (EJ/MJ) (REPORT 7)

Councillor Knight moved an alternate recommendation pertaining to this item. Mayor Williams suggested the item be moved to confidential items to enable discussion in relation to the confidential component of the report.

MOTION: R Williams / C Knight

That consideration of Report 7 Tender Number 12 Events Infrastructure and Equipment Excluding Crab Fest be conducted within Agenda Item 23 Confidential Items.

CARRIED UNANIMOUSLY: 12/0

G.37/11/19 OFF ROAD VEHICLES (BI) (REPORT 8)

On 30 April 2019, Council resolved to review the impact of, and investigate opportunities to improve the City's response to complaints relating to the use of off-road vehicles in public areas. This followed increasing concerns expressed by residents.

This report identifies a number of actions that can be implemented to provide more clarity to residents about the process for reporting. It also explains actions the City is taking in collaboration with the Mandurah Police to reduce the local impact of off-road vehicles.

MOTION: M Darcy / Peter Rogers

That Council:

- 1. Notes the approach taken by the City in the management of Off-Road Vehicles and response to concerns raised by the community.**
- 2. Supports further investigation into options for providing a suitable Off-Road vehicle facility that can provide an alternative riding location for local riders.**

CARRIED UNANIMOUSLY: 12/0

Councillor Matt Rogers left the Chamber at 7.02pm, returning at 7.04pm

G.38/11/19 CLIMATE CHANGE IN WESTERN AUSTRALIA ISSUES PAPER CITY OF MANDURAH SUBMISSION (BB) (REPORT 10)

MOTION:

The *Climate Change in Western Australia – Issues Paper* was released in September 2019 by the Department of Water and Environmental Regulation and interested parties have been invited to provide feedback via submission. The *Climate Change in Western Australia – Issues Paper* is a precursor to the development of a State Climate Policy. The City has an opportunity to influence this policy and a submission has been prepared for Council's consideration.

Report Recommendation

That Council endorses Attachment 1 of the report as the City of Mandurah's submission to the Department of Water and Environmental Regulations' Climate Change in Western Australia Issues Paper, dated September 2019.

Councillor Knight moved an alternate recommendation which was seconded by Councillor Peter Rogers.

Alternate Recommendation

That Council endorses Attachment 1 of the report as the City of Mandurah's submission to the Department of Water and Environmental Regulations' Climate Change in Western Australia Issues Paper, dated September 2019 with the following inclusion:

The City acknowledges the State Government has set an aspirational net zero emissions target by 2050, which is consistent with the science published by the IPCC. However, the State Government's target does not consider the need for emissions to peak by 2020 and without immediate requirement to lower emissions the likely result will be an increase in the trajectory of WA's emissions for the short to medium term.

The City urges the State Government to consider adopting interim emissions targets as without immediate reduction in emissions, actions taken by individuals and organisations to address climate change will be significantly compromised.

During the ensuing debate it was suggested that the City's submission be expanded in regard to Recommendation 4 and Recommendation 15. The Mover and Seconder agreed to the suggested inclusions.

MOTION: C Knight / P Rogers

That Council:

- 1. Endorses Attachment 1 of the report as the City of Mandurah's submission to the Department of Water and Environmental Regulations' Climate Change in Western Australia Issues Paper, dated September 2019 with the following inclusion:**
 - 1.1 The City acknowledges the State Government has set an *aspirational* net zero emissions target by 2050, which is consistent with the science published by the IPCC. However, the State Government's target does not consider the need for emissions to peak by 2020 and without immediate requirement to lower emissions the likely result will be an increase in the trajectory of WA's emissions for the short to medium term.**
 - 1.2 The City urges the State Government to consider adopting interim emissions targets as without immediate reduction in emissions, actions taken by individuals and organisations to address climate change will be significantly compromised.**
 - 1.3 Submission Recommendation 4 to include: That the State Government (via Western Power), as a matter of priority, develop and issue clear costings and increase capabilities for retrofitting streetlights with LED and solar powered technology under the recently introduced tariffs and consider making electricity supply for streetlights contestable.**

- 1.4 Submission Recommendation 15.1 stating: That Town Planning Schemes legislate that a majority of developments, particularly on new greenfields, the road network is orientated to run east and west to ensure the housing design is able to be orientated in a sustainable position incorporating solar passive design with living spaces having a northerly orientation**

CARRIED UNANIMOUSLY: 12/0

G.39/11/19 COMMUNITY OUTREACH PILOT PROJECT (TH) (REPORT 11)

The City hosted a Community Safety Summit as an outcome from a notice of motion endorsed by Council in June 2019. At the summit advocacy discussion papers relating to community and social programs and support were presented to the Minister for Police and the Member for Mandurah. This report provides a summary of outcomes and update of actions from this. One of the key outcomes of the summit, Council is also requested to support the 'assertive homelessness and vulnerable street present community outreach pilot project', to operate in central Mandurah.

Approval is sought to redirect \$350,000 State Government Funding, received for CCTV Cameras and Infrastructure, to this project. If approved the project will be delivered externally via a competitive tender process and it is recommended that the Homelessness and Street Present Outreach Working Group develop the deliverables for the pilot.

MOTION: Lynn Rogers / Peter Rogers

That Council:

- 1. Notes key outcomes and actions relating to social and community projects and program support, from the City's Community Safety Summit**
- 2. Approves the budget variation:**
 - 2.1 redirecting \$350,000 from capital grant funding, received under the Local Projects/Local Jobs, Western Australian State Government, to operating grants to facilitate a Homelessness and Street Present Outreach Group.**
 - 2.2 Reallocation of \$350,000 of capital expenditure for CCTV project to Homelessness and Street Present Outreach Working Group operating expenditure**
- 3. Supports the Homelessness and Street Present Outreach Working Group and WA Police to work with the City in developing the deliverables of the outreach program**
- 4. Trial Assertive Homelessness and Street Present Outreach Program by entering into an agreement with a suitably qualified Community Services Sector Not for Profit to deliver the service**
- 5. Approves the establishment of a Multi-Agency Street Present Intervention Team and nominates the Mayor as Council's representative on the group.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

**G.40/11/19 DEED OF AGREEMENT PEET MANDURAH SYNDICATE LTD
LAKELANDS (BD/LP) (REPORT 12)**

The City entered into a deed of agreement with Peet Mandurah Syndicate Ltd ('Peet') in 1996 arising from the rezoning and development of Lakelands Estate.

Part of the agreement required Peet to provide two community facilities in a two staged approach. The first was satisfied with the construction and hand over of the Lakelands Community House in Dalona Parkway, with the second stage requiring the transfer of one hectare of land in freehold to the City, however a number of options were available to Council in how this one hectare of land would be provided. In 2014, Council resolved to accept 0.5ha of land to be provided in the Lakelands Town Centre and a payment of cash in lieu for the other 0.5ha of land.

At the time, however an additional Community Purpose site was shown on the Lakeland East Structure Plan, and in order to provide certainty to Peet, Council support a modification to the Structure Plan to remove this site in August 2017. The Western Australian Planning Commission (WAPC) refused this modification (due to the removal of a commercial site), and through State Administrative Tribunal mediation approved the Structure Plan in July 2019. As a result, the transfer of the land parcel located at Lot 2300 Seppings Parade and the payment of the cash in lieu have been delayed. Peet advise they are now in a position to transfer the Seppings Parade site, and make a cash payment of in order to satisfies their obligations under the Agreement.

Council is requested to:

- approve the transfer of Lot 2300 Seppings Parade Lakelands, in freehold to the City;
- accept the cash in lieu payment of \$1,172,500 (inc GST); and
- confirm that Peet's obligations under the 1996 Deed of Agreement and 2011 Deed of Variation between Peet and the City have been fulfilled.

MOTION: C Knight / P Jackson

That Council:

1. **Accepts, at no cost to the City, the transfer of Lot 2300 Seppings Parade Lakelands from Peet Mandurah Syndicate Ltd to the City of Mandurah in freehold;**
2. **Accepts a cash payment from Peet Mandurah Syndicate Ltd of \$1,172,500 (inclusive of GST) in lieu of a second 5000 square metre land parcel in the Lakelands Estate as outlined in the Deed of Agreement;**
3. **Acknowledges that on the completion of the actions in Recommendation 1 and 2, that all obligations under the original Deed of Agreement (1996) and Deed of Variation (2011) relating to the Lakelands development have been met by both parties.**
4. **Approve the non-operating contribution of \$1,172,500 to be placed in a new Lakelands Community Infrastructure Reserve fund. The purpose of the Lakelands Community Infrastructure Reserve is to contribute to the construction of the community infrastructure that will be built on Lot 2300 Seppings Parade Lakelands.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.41/11/19 REQUEST FOR SPONSORSHIP: PEEL LIGHTNING NETBALL CLUB (PM/CJ) (REPORT 13)

The Peel Football & Netball League (PFNL) have recently been successful in their application for a license to compete in the Gold Industry Group West Australian Netball League (WANL), which is the premier state level Netball competition. This will see PFNL field one team in the Open League Division as well as the Under 20's competition, under a new club Peel Lightning Netball Club.

The City has received correspondence from the Peel Lightning Netball Club requesting financial or in-kind support in establishing the club in terms of assistance in basing their operations at the Mandurah Aquatic and Recreation Centre for all training and home games.

Council is requested to approve in-kind support for the Peel Lightning Netball Club in the form of court hire and gym memberships for players at the Mandurah Aquatic and Recreation Centre for the first two seasons to enable the Club to establish itself within the new competition.

MOTION: Peter Rogers / D Lee

That Council approve in-kind support of the new Peel Lightning Netball Club with an estimated value of \$26,400 per annum for use of the Mandurah Aquatic and Recreation Centre stadium courts and gymnasium and Halls Head Recreation Centre courts, for the 2020 and 2021 seasons.

CARRIED UNANIMOUSLY: 12/0

Councillor Lynn Rogers left the Chamber at 7.28pm

G.42/11/19 RESPONSE TO CEO STANDARDS AND GUIDELINES AND MANDATORY CODE OF CONDUCT FOR COUNCIL (TJ) (REPORT 14)

On 27 June 2019, the *Local Government Legislation Amendment Act 2019 (Amendment Act)* was passed in Parliament. The Amendment Act includes a requirement for the introduction of:

- Mandatory minimum standards covering the recruitment, selection, performance review and early termination of local government Chief Executive Officers (CEO); and
- Mandatory code of conduct for council members, committee members and candidates.

The Department of Local Government, Sport and Cultural Industries has recently sought feedback from local governments with regard to its proposed Standards and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination (CEO Standards), and Standards and Guidelines for Mandatory Code of Conduct for Council Members, Committee Members and Candidates (Mandatory Code of Conduct).

Council is requested to endorse the prepared response to the CEO Standards and Mandatory Code of Conduct.

MOTION: Peter Rogers / D Pember

That Council endorses the City of Mandurah's submissions, provided as Attachments One and Two of the report in response to the Department of Local Government, Sport

and Cultural Industries' invitation to comment on its Standards and Guidelines for Local Government CEO Recruitment and Selection, Performance Review and Termination, and Standards and Guidelines for Mandatory Code of Conduct for Council Members, Committee Members and Candidates.

It should be noted that a declaration of interest would not be able to be made if a blind curriculum vitae was being assessed.

CARRIED: 11/0

Councillor Lynn Rogers returned to the Chamber at 7.39pm

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN [AGENDA ITEM 20]

Nil.

NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING [AGENDA ITEM 21]

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 22]

Nil

CONFIDENTIAL ITEMS [AGENDA ITEM 23]

RESOLVED: C Knight / D Pember

That the meeting proceeds with closed doors at pm in accordance with Section 5.23(2) of the *Local Government Act 1995*, to allow for the confidential discussion of various items.

CARRIED UNANIMOUSLY: 12/0

Members of the media, non-senior employees and persons in the gallery left the meeting at this point. The Minute Officer, Manager Governance Services, Manager Community Development, Executive Manager Strategy, Recreation and Events and Executive Officer remained with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 7.40PM

G.43/11/19 CONFIDENTIAL ITEM: RESTRUCTURE (CM) (REPORT 1)

Confidential discussion ensued regarding this issue.

MOTION: C Knight / P Rogers

That Council:

- 1. Subject to the Minister of Lands consent, approves a lease over portion of Reserve 42050, 75 Mandurah Terrace Mandurah to Mandurah Tourism Incorporated trading as Visit Mandurah incorporating the conditions outlined in the report;**
- 2. Approves a waiver of the document preparation fee of \$610 and community lease fee of \$1020 per annum as detailed in the City's Fees and Charges Schedule 2019/20;**
- 3. Approves the Chief Executive Officer to enter into a Memorandum of Understanding with Mandurah Tourism Incorporated incorporating the conditions outlined in the report.**
- 4. Approves a budget variation of \$323,000 from employee costs to materials and contracts in the Visitor Centre business unit as part of the conditions outlined in the report.**
- 5. Ensure the report remains confidential with the resolution made public.**

CARRIED WITH ABSOLUTE MAJORITY: 12/0

G.44/11/19 CONFIDENTIAL ITEM: CONCESSION (LP/VK) (REPORT 2)

Confidential discussion ensued regarding this issue.

MOTION: Lynn Rodgers / D Pember

That Council:

- 1. Approves a rent free term to EMACC Pty Ltd in accordance with the variation of the Head Lease agreement over portion of Reserve 42050 and Lot 4265 James Service Place, for a 73 square metre portion only, from the commencement date of the variation of lease being 4 July 2019 until 31 December 2019;**
- 2. Acknowledges the total waiver of rent equates to \$3,905.26, EMACC will continue to make full rental payments due on the remaining 400 sq. metres of lease area;**
- 3. Acknowledge all other conditions of the variation and head lease will remain in force;**
- 4. Keeps this report confidential until the 31 December 2019, with the recommendations to be made public.**

CARRIED UNANIMOUSLY: 12/0

G.45/11/19 CONFIDENTIAL ITEM: AWARDS (CLM) (REPORT 3)

Confidential discussion ensued regarding this issue.

MOTION: C Knight / Lynn Rodgers

That Council:

- 1 Adopts the course of action agreed.**
- 2 Keeps the report confidential and notes that all award category winners remain confidential until announced on Sunday 26 January 2020.**

CARRIED UNANIMOUSLY: 12/0

G.46/11/19 TENDER NUMBER 12 EVENTS INFRASTRUCTURE AND EQUIPMENT EXCLUDING CRAB FEST (EJ/MJ) (REPORT 7)

The City of Mandurah delivers five major events annually including Mandurah Crab Fest, Children's Festival, Community Christmas Pageant, New Year's Eve Celebrations and Australian Day Celebrations. To support the delivery of these events the City procures a range of infrastructure and equipment from suppliers including technical expertise for the erection, fitting out, testing and removal of facilities.

The scale of these events varies significantly, with the largest event being the Mandurah Crab Fest which was delivered under a separate tender (refer to Report 4 Tender Number 11 Events Infrastructure and Equipment for Crab Fest).

The Major Events Infrastructure and Equipment Excluding Crab Fest (T12-2019) included five separate portions to enable greater local business participation in the tendering process.

The City invited tenders for the T12-2019 and as a result of the evaluation of tendered submissions, Council is now requested to accept the following tenderer as the preferred tenderer:

Separable Portion One	Mandurah Children's Festival	Carlisle Event Hire
Separable Portion Two	Community Christmas Pageant	Carlisle Event Hire
Separable Portion Three	New Year's Eve Celebrations	Carlisle Event Hire
Separable Portion Four	Australia Day Celebrations	Carlisle Event Hire
Separable Portion Five	Australia Day Celebrations	Carlisle Event Hire
	Community Breakfast	

T12-2019 seeks the provision of the required goods and services for a period of two years, with one option to extend for a further two years subject to satisfactory performance and at the sole discretion of the City.

Report Recommendation

That Council:

- 1. Accepts Carlisle Event Hire as the preferred tenderer for Tender 12-2019 for Major Events Infrastructure and Equipment Excluding Crab Fest - Separable Portion One - Mandurah Children's Festival for a period of two years, with one option to extend*

for a further two years at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.

2. *Accepts Carlisle Event Hire as the preferred tenderer for Tender 12-2019 for Major Events Infrastructure and Equipment Excluding Crab Fest - Separable Portion Two - Community Christmas Pageant for a period of two years, with one option to extend for a further two years at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.*
3. *Accepts Carlisle Event Hire as the preferred tenderer for Tender 12-2019 for Major Events Infrastructure and Equipment Excluding Crab Fest - Separable Portion Three - New Year's Eve Celebrations for a period of two years, with one option to extend for a further two years at the schedule of rates tendered with CPI increases at each twelve month contract anniversary date.*

Confidential discussion ensued regarding this issue.

Councillor Knight moved, Councillor Pember seconded the alternate recommendation.

MOTION: C Knight / D Pember

That Council:

1. **Declines to accept all tenders for Tender Number 12-2019 Major Events Infrastructure and Equipment Excluding Crab Fest to enable Council to have the flexibility to assess these events and adjust infrastructure for programs as required to ensure that the events are meeting the City's objectives.**
2. **Make the recommendation public.**

CARRIED UNANIMOUSLY: 12/0

G.47/11/19

MOTION: Matt Rogers / C Di Prinzio

That the meeting proceeds with open doors.

CARRIED UNANIMOUSLY: 12/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 7.52PM

G.48/11/19

MOTION: Lynn Rodgers / D Pember

That Council endorses the resolutions taken with closed doors.

CARRIED UNANIMOUSLY: 12/0

CLOSE OF MEETING [AGENDA ITEM 24]

There being no further business, the Mayor declared the meeting closed at 7.53pm.

CONFIRMED (MAYOR)

1 SUBJECT: Financial Report November 2019
CONTACT OFFICER/S: Jarred King/ Paul Bates
AUTHOR: Paul Bates

Summary

The Financial Report for November 2019 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- SP.6/7/19 30/07/2019 2019/20 Budget Adoption

Comment

Financial Summary

The financial report for November 2019 shows a surplus for this period of \$67.3 million compared to a budget position of \$50.9 million. This is considered a satisfactory result for the City as it is maintaining a healthy budget position.

A summary of the financial position for November 2019 is detailed in the table below.

	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)
	\$	\$	\$	\$	%
Opening Funding Surplus / (Deficit)	5,745	5,745	7,840	2,095	36%
<u>Revenue</u>					
Revenue from operating activities	114,204	101,155	101,977	822	0%
Capital revenue, grants and Contribution	12,251	5,313	5,186	(107)	-2.2%
	126,455	106,468	107,163	246	
<u>Expenditure</u>					
Operating Expenditure	(130,962)	(54,262)	(49,723)	4,539	8%
Capital Expenditure	(39,412)	(17,160)	(8,555)	8,604	-50%
	(170,374)	(71,422)	(58,278)	16,835	
Non-cash amounts excluded from operating activities	30,387	12,521	13,425	(704)	-7%
Other Capital Movements	7,435	(2,346)	(2,848)	(502)	21%
Closing Funding Surplus / (Deficit)	(350)	50,965	67,322	16,356	32%

Key Capital Projects

The following table highlights the status of the City's key capital projects for the 2019/2020 financial year:

Project	2019/20 Actuals Incl. CMT \$'000s	2019/20 Annual Budget \$'000s	Comment
Western Foreshore Recreation Precinct	0	4,030	<i>Project status:</i> Tender for skate park is out for advertising due to be awarded in December. The skate park construction is to commence early 2020 with completion expected to be in December 2020. The play space internal design is progressing following public feedback.
Lakelands District Open Space and Club Room Facility	3,080	4,907	<i>Project status:</i> Tender is in progress for sportsground lighting and design is progressing for path network. The Contractor commenced onsite at the end of November. Proposed completion of the club room construction is estimated to be early July 2020.
Eastern Foreshore South Precinct	0	2,255	<i>Project status:</i> Estuary Pool is still in the consultation phase. Section 18 notice will be submitted 12 December, consultation complete. Design is underway with procurement to commence early 2020. Construction is expected to be completed by the end of 2020.
Smart Street Mall Upgrade	29	1,504	<i>Project status:</i> Trees have been removed. Design progressing internally and externally. Construction expected to commence May 2020. Proposed completion in June 2021.
Dower Street Project	2,201	2,307	<i>Project status:</i> Signal modifications complete and major civil works complete.
Peel Street Road Construction	0	818	<i>Project status:</i> Design progressing.

Statutory Environment

Local Government Act 1995 Section 6.4 Financial Report

Local Government (Financial Management) Regulations 1996 Part 4 Financial Reports

Policy Implications

Nil

Economic Implications

Any material variances that may have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 1.

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management.

Unbudgeted Expenditure

The following projects have not been identified in the 2019/2020 Adopted Budget and require a Council resolution to approve a budget variation in order for the works to commence:

SL Peelwood Parade Reserve

The over expenditure of \$15,268 for completed project SL Peelwood Parade Reserve was due to unforeseen works that needed to be undertaken. These works consist of, replacing damaged electrical pits and pit lids, increasing the size of existing pits and other additional minor electrical infrastructure work. The unforeseen works were rectified by the Electrical Contractor, as it was determined to be cost effective with no disruption to the sportsground users.

The additional capital expenditure of \$15,268 for SL Peelwood Parade Reserve is requested to be funded from identified savings in the completed capital project MARC squash court roof drainage.

Civic Building – Tuckey Room

Reconfiguration of the Tuckey Room was completed in October 2019. Stage 2 of the refurbishment entails the extension of the Civic Building adjacent to the Council Chambers to create a meeting room with an operable wall, providing a resource for use by Elected Members, City Officers and external parties.

Council are requested to approve \$150,000 unbudgeted expenditure for the construction of the Civic Building Extension to be funded from a reduction in capital expenditure for the below projects:

- Geogrup Boardwalk (project not going ahead)	\$60,000
- Council Chamber Furniture (identified savings)	\$20,000
- MARC Systems Integration (identified savings)	\$40,000
- Civic Building – Tuckey Room (identified savings in stage 1)	\$30,000

Replacement Crane

The Works and Services department seek approval to replace an existing crane rather than make significant repairs to the existing one. Quotations identified better value for money to replace at a cost of \$9,680 rather than repair at a cost of \$9,548. The crane will be replaced with a similar specification and will allow the patching truck to complete its optimal life cycle.

Council are requested to approve the purchase of the new crane from deferred funds identified within budgeted 'Miscellaneous Equipment > \$1,500' for an ERS Turbo Washer which useful economic life can be extended until 2021/22.

Change Room Upgrade Program

In line with the City's Change Room Upgrade Program and the Mandurah Active Recreation Plan, Council endorsed the Falcon Reserve Activation Plan (April 2019) as a guiding document to the future capital projects at Falcon Reserve. An upgrade to the toilets and change rooms was considered a high priority in activating the site with City funds committed through the capital budget process and the CSRFF program budget.

The Project will cost \$220,000 and will include a full refurbishment of the public toilets and change rooms in Falcon Pavilion in line with unisex design guidelines and Crime Prevention through Environmental Design (DPTED) Principles. The City has been successful in securing funding of \$50,000 from Department of Sport and Recreation through the Community Sporting and Recreation Facility fund. The City contribution is requested to be funded from the following sources

- CSRFF Program – Capital project \$85,000
- Community facility Planning project – Operating \$10,000

- Change rooms Upgrade Program \$75,0000

NOTE:

- Refer *Attachment 1* *Monthly Financial Report*
 Attachment 2 *Schedule of Accounts (electronic only)*

RECOMMENDATION

That Council:

1. **Receives the Financial Report for November 2019 as detailed in Attachment 1 of the report.**
2. **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2 of the report:**

Total Municipal Fund	\$ 8,685,848.22
Total Trust Fund	\$ 56,486.66
	<u>\$ 8,742,334.88</u>
3. **Approves the following budget variations:**
 - 3.1. **Increase in capital expenditure of \$15,268* for SL Peelwood Parade Reserve**
 - **Funded from decrease in capital expenditure in MARC squash court roof drainage project of \$15,268*.**
 - 3.2. **Increase in capital expenditure of \$150,000* for Civic Building Tuckey Room**
 - **Funded from decrease in capital expenditure in the below capital projects:**
 - **Geogrup Boardwalk \$60,000***
 - **Council Chamber Furniture \$20,000***
 - **MARC Systems Integration \$40,000***
 - **Civic Building Tuckey Room \$30,000***
 - 3.3. **Increase in capital expenditure of \$9,680* for the replacement of an existing crane**
 - **Funded form decrease in capital expenditure of \$19,148* for ERS Turbo Washer**
 - 3.4. **Increase in capital expenditure of \$145,000 for Change Rooms Upgrade Program**
 - **Funded from following Projects**
 - **CSRFF Program – Capital project \$85,000**
 - **Community facility Planning project – Operating \$10,000**
 - **Change rooms Upgrade Program \$75,0000**

***ABSOLUTE MAJORITY**

CITY OF MANDURAH

MONTHLY FINANCIAL REPORT

For the Period Ended 30 November 2019

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**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	5,745,216	5,745,216	7,839,978			
Revenue from operating activities							
Governance		2,000	230	7,750	7,520	3269.57%	▲
General Purpose Funding - Rates		80,562,658	80,695,588	80,333,811	(361,777)	(0.45%)	
General Purpose Funding - Other		4,693,000	1,531,250	1,483,861	(47,389)	(3.09%)	
Law, Order and Public Safety		1,081,790	370,620	587,493	216,873	58.52%	▲
Health		324,000	94,410	243,200	148,790	157.60%	▲
Education and Welfare		551,300	281,585	297,048	15,463	5.49%	
Community Amenities		14,519,313	12,544,080	12,757,450	213,370	1.70%	
Recreation and Culture		7,461,792	2,745,382	3,285,956	540,574	19.69%	▲
Transport		2,888,350	2,051,304	2,010,343	(40,961)	(2.00%)	
Economic Services		1,779,000	734,446	746,093	11,647	1.59%	
Other Property and Services		341,620	106,590	224,388	117,798	110.52%	▲
		114,204,823	101,155,485	101,977,393	821,908	0.81%	
Expenditure from operating activities							
Governance		(7,189,628)	(3,055,833)	(2,748,921)	306,912	10.04%	▲
General Purpose Funding		(2,288,125)	(956,552)	(884,706)	71,846	7.51%	
Law, Order and Public Safety		(4,540,342)	(1,903,055)	(1,778,468)	124,587	6.55%	
Health		(2,136,794)	(896,986)	(920,071)	(23,085)	(2.57%)	
Education and Welfare		(4,596,236)	(1,890,624)	(1,893,313)	(2,689)	(0.14%)	
Community Amenities		(18,808,814)	(7,697,752)	(7,150,202)	547,550	7.11%	
Recreation and Culture		(46,787,778)	(19,406,308)	(17,837,040)	1,569,268	8.09%	
Transport		(26,476,568)	(10,663,343)	(9,476,375)	1,186,968	11.13%	▲
Economic Services		(6,821,058)	(2,939,215)	(2,456,802)	482,413	16.41%	▲
Other Property and Services		(11,317,252)	(4,853,233)	(4,577,297)	275,936	5.69%	
		(130,962,595)	(54,262,901)	(49,723,195)	4,539,706	8.37%	
Non-cash amounts excluded from operating activities	1(a)	30,386,886	12,521,190	13,425,879	904,689	7.23%	
Amount attributable to operating activities		13,629,114	59,413,774	65,680,077	6,266,303	-10.55%	
Investing Activities							
Non-operating grants, subsidies and contributions	7	10,642,323	4,760,844	4,653,227	(107,617)	(2.26%)	
Proceeds from disposal of assets	4	1,609,590	553,120	553,120	0	0.00%	
Purchase of property, plant and equipment	5	(39,412,102)	(17,160,803)	(8,555,989)	8,604,814	50.14%	▲
Amount attributable to investing activities		(27,160,189)	(11,846,839)	(3,349,642)	8,497,197	71.73%	
Financing Activities							
Proceeds from New Debentures	6	5,550,000	0	0	0	0.00%	
Proceeds from self supporting loans	6	100,000	0	0	0	0.00%	
Transfer from Reserves		9,299,489	0	0	0	0.00%	
Repayment of Debentures	6	(5,630,871)	(2,346,196)	(2,848,007)	(501,811)	-21.39%	▼
Transfer to Reserves		(1,882,759)	0	0	0	0.00%	
Amount attributable to financing activities		7,435,859	(2,346,196)	(2,848,007)	(501,811)	-21.39%	
Closing Funding Surplus / (Deficit)	1(c)	(350,000)	50,965,955	67,322,406	16,356,451	32.09%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2019-20 year is 10.00%

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	5,745,216	5,745,216	7,839,978			
Revenue from operating activities							
Rates		81,095,588	80,695,588	80,333,811	(361,777)	(0.45%)	
Operating grants, subsidies and contributions		2,390,758	951,391	1,081,563	130,172	13.68%	▲
Fees and charges		26,746,571	18,221,819	18,884,832	663,013	3.64%	
Interest earnings		2,245,000	935,045	811,214	(123,831)	(13.24%)	▼
Other revenue		1,723,906	351,642	865,973	514,331	146.27%	▲
Profit on disposal of assets		3,000	0	0	0	0.00%	
		114,204,823	101,155,485	101,977,393	821,908	0.81%	
Expenditure from operating activities							
Employee costs		(47,298,598)	(19,920,632)	(19,154,866)	765,766	3.84%	▲
Materials and contracts		(47,143,428)	(19,426,276)	(15,435,508)	3,990,768	20.54%	▲
Utility charges		(3,887,962)	(1,452,838)	(1,384,145)	68,693	4.73%	
Depreciation on non-current assets		(30,062,886)	(12,521,190)	(13,048,885)	(527,695)	(4.21%)	
Interest expenses		(1,030,728)	(437,160)	(250,453)	186,707	42.71%	▲
Insurance expenses		(1,011,993)	(421,505)	(353,481)	68,024	16.14%	▲
Other expenditure		(200,000)	(83,300)	(95,857)	(12,557)	(15.07%)	▼
Loss on disposal of assets		(327,000)	0	0	0	0.00%	
		(130,962,595)	(54,262,901)	(49,723,195)	4,539,706	8.37%	
Non-cash amounts excluded from operating activities	1(a)	30,386,886	12,521,190	13,425,879	904,689	7.23%	
Amount attributable to operating activities		13,629,114	59,413,774	65,680,077	6,266,303	-10.55%	
Investing activities							
Non-operating grants, subsidies and contributions	7	10,642,323	4,760,844	4,653,227	(107,617)	(2.26%)	
Proceeds from disposal of assets	4	1,609,590	553,120	553,120	0	0.00%	
Payments for property, plant and equipment	5	(39,412,102)	(17,160,803)	(8,555,989)	8,604,814	50.14%	▲
Amount attributable to investing activities		(27,160,189)	(11,846,839)	(3,349,642)	8,497,197	71.73%	
Financing Activities							
Proceeds from new debentures	6	5,550,000	0	0	0	0.00%	
Proceeds from self-supporting loans	6	100,000	0	0	0	0.00%	
Transfer from reserves		9,299,489	0	0	0	0.00%	
Repayment of debentures	6	(5,630,871)	(2,346,196)	(2,848,007)	(501,811)	(21.39%)	▼
Transfer to reserves		(1,882,759)	0	0	0	0.00%	
Amount attributable to financing activities		7,435,859	(2,346,196)	(2,848,007)	(501,811)	-21.39%	
Closing Funding Surplus / (Deficit)	1(c)	(350,000)	50,965,955	67,322,406	16,356,451	32.09%	

KEY INFORMATION

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

Refer to Note 11 for an explanation of the reasons for the variance.

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

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Local Government (Financial Management) Regulation 1996.

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals		(3,000)	0	0
Movement in pensioner deferred rates (non-current)		0	0	60,007
Movement in employee benefit provisions (non-current)		0	0	316,987
Add: Loss on asset disposals		327,000	0	0
Add: Depreciation on assets		30,062,886	12,521,190	13,048,885
Total non-cash items excluded from operating activities		30,386,886	12,521,190	13,425,879

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

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with regulation 32 of the Local Government (Financial Management) Regulations 1996 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 Jun 2019	This Year Closing 30 Jun 2020	Year to Date 30 Nov 2019
Adjustments to net current assets				
Less: Reserves - restricted cash		(31,592,143)	(25,716,000)	(31,592,143)
Less: ESL debtors		0	0	(5,538,507)
Less: Clearing accounts		0	0	1,370,804
Add: Borrowings	6	4,960,705	4,960,705	2,112,698
Add: Provisions - employee		4,886,154	4,452,000	4,886,154
Add: Loan Facility offset		(983,000)	0	11,017,000
Total adjustments to net current assets		(22,728,284)	(16,303,295)	(17,743,994)

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	45,647,941	31,404,000	58,173,184
Rates receivables	3	3,295,078	3,000,000	31,595,397
Receivables	3	2,978,169	3,670,000	5,853,794
Other current assets		1,349,951	450,000	387,117
Less: Current liabilities				
Payables		(8,843,628)	(9,158,000)	(989,041)
Borrowings	6	(4,960,705)	(4,960,705)	(2,112,698)
Contract liabilities		(183,071)	0	(5)
Lease liabilities		0	0	732,023
Provisions		(8,715,473)	(8,452,000)	(8,573,370)
Less: Total adjustments to net current assets	1(b)	(22,728,284)	(16,303,295)	(17,743,994)
Closing Funding Surplus / (Deficit)		7,839,978	(350,000)	67,322,406

CURRENT AND NON-CURRENT CLASSIFICATION

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

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	4,972,763	Variable	6,198	Westpac	AA-	NA	NA	
Visitors Centre	19,280	Variable	NA	Westpac	AA-	NA	NA	
Marina Bank Account	4,808	Variable	NA	Westpac	AA-	NA	NA	
	4,996,851							
Municipal Investments								
Muni 10 - 9652-46197	29,386	1.05%	360	ANZ	AA-	1/10/2019	1/10/2020	366
Muni 30 - 44-903-3451	3,091,174	1.75%	24,483	NAB	AA-	16/09/2019	16/12/2019	91
Muni 35 - 42-674-4859	3,006,033	1.60%	6,033	NAB	AA-	15/10/2019	13/01/2020	90
Muni 36 - TBA	3,000,125	1.53%	125	NAB	AA-	29/11/2019	27/02/2020	90
MNS 31 - 582058	9,033,684	1.85%	13,086	Westpac	AA-	31/10/2019	30/11/2019	30
MNS 60 - 582007	3,322,370	1.90%	4,944	Westpac	AA-	31/10/2019	30/11/2019	30
	21,482,772							
Reserve Investments								
Reserve 1 - 849461	1,054,670	1.45%	5,102	Bendigo	A-	31/10/2019	31/01/2020	92
Reserve 17 - 4749164	3,229,466	1.35%	14,901	Bankwest	AA-	28/10/2019	28/01/2020	92
Reserve 26 - 80-802-2069	2,447,696	1.55%	9,768	NAB	AA-	28/11/2019	28/02/2020	90
Reserve 27 - 74-521-0432	3,009,336	1.70%	21,911	NAB	AA-	24/09/2019	23/12/2019	120
Reserve 28 - 74-528-7456	3,009,171	1.67%	25,643	NAB	AA-	24/09/2019	22/01/2020	102
Reserve 29 - tbc	3,007,725	1.45%	19,882	Bankwest	AA-	26/09/2019	6/01/2020	104
Reserve 30 - 78-911-3263	3,009,057	1.70%	23,589	NAB	AA-	26/09/2019	8/01/2020	120
Reserve 31 - 78-920-6945	3,008,898	1.67%	25,369	NAB	AA-	26/09/2019	24/01/2020	33
RNS 31 - 581565	6,748,190	2.00%	9,775	Westpac	AA-	31/10/2019	30/11/2019	30
RNS 60 - 581573	3,169,352	1.90%	4,717	Westpac	AA-	31/10/2019	30/11/2019	30
	31,693,560							
Total	58,173,184		222,179					

Interest revenue

Investment Interest Accrued	222,179
Investment Interest Matured	76,579
Rates Interest	512,456
	811,214

Interest Earned

\$811,214

Reserves Bal

\$31.69 M

	Amount	Interest rate on loans	Interest Saved Nov	YTD Interest Saved
Loan Offset Facility				
Westpac	12,000,000	3.80%	27,218	143,983

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of twelve months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Total Cash

\$70.17 M

Unrestricted

\$38.46 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

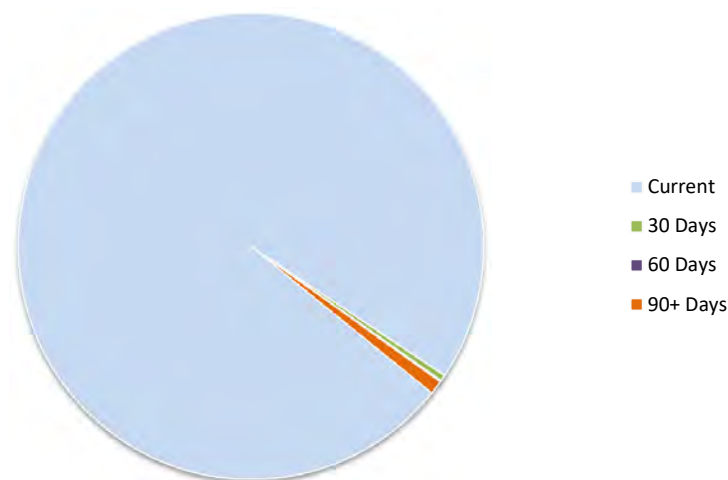
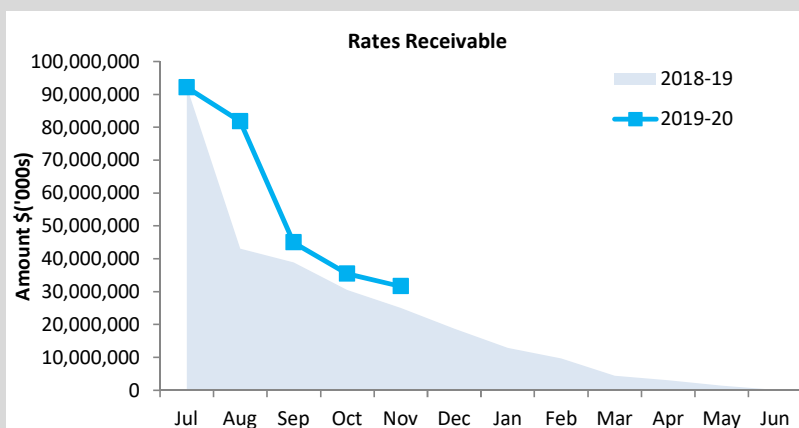
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	30 Jun 2019	30-Nov-18	30 Nov 19
	\$		\$
Opening Arrears Previous Years	2,943,000	2,943,000	3,295,078
Rates levied	78,487,059	78,487,059	80,212,522
Less - Collections to date	(78,134,981)	(56,328,059)	(51,912,203)
Equals Current Outstanding	3,295,078	25,102,000	31,595,397
Net Rates Collectable	3,295,078	25,102,000	31,595,397
% Collected	96%	69.2%	62.2%

Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		455,489	24,331	6,050	56,250	542,120
Recreation Centres		141,826				141,826
Mandurah Ocean Marina		36,810				36,810
GST receivable		363,165				363,165
Infringements		1,001,618				1,001,084
Pensioners rates and ESL deferred		3,494,754				3,494,754
Other Receivables		274,034				274,034
Total Receivables General Outstanding		5,767,697	24,331	6,050	56,250	5,853,794
Percentage		98.5%	0.4%	0.1%	1%	

KEY INFORMATION

Rates and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of rates and other receivables is reviewed on an ongoing basis. Other receivables that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is objective evidence that they will not be collectible.



Debtors Due

\$5,853,794

Over 30 Days

1%

Over 90 Days

1%

Collected

62.2%

Rates Due

\$31,595,397

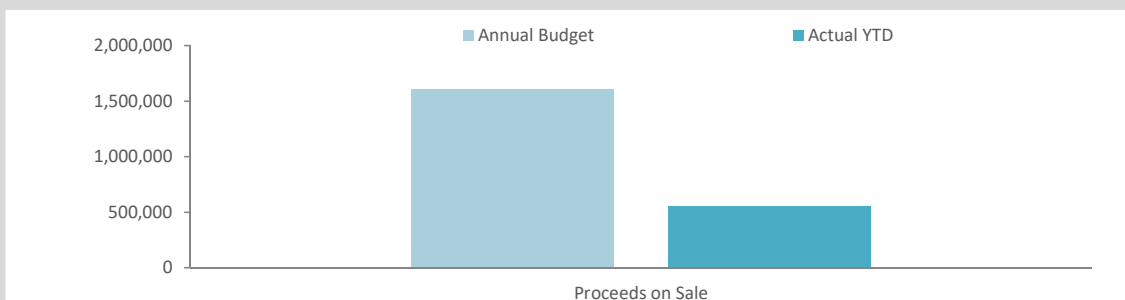
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
Land	Sale of Land in Port Mandurah	600,000	221,903
Light Passenger Vehicles - Replacement			
HYUNDAI EXCEL AUTO ACTIVE 5 DR HATCH	Marina - Works and Services (C00116)	8,831	0
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	OHS - Sustainable Development (C00216)	13,385	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Community Festivals and Events (C004)	12,222	13,327
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	Planning Services - Sustainable Development (C01216)	13,410	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Asset Management - Works and Services (C02316)	12,384	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Planning Services - Sustainable Development (C02616)	12,425	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Projects Coordinator - Works and Services (C044)	12,212	14,145
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Sustainable Development - Building Services (C056)	12,216	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Engineering Design and Development - Works and Services (C06116)	13,160	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Senior Citizens Centre Coordinator - People and Communities (C063)	12,214	0
FORD MONDEO AUTO AMBIENTE WAGON	Principal Environmental Officer - Sustainable Development (C071)	11,122	0
Light Commercial Vehicles - Replacement			
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE	Health Services - Sustainable Development (U00316)	20,756	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks North - Works and Services (U007)	18,493	0
FORD RANGER DUAL CAB 4X4 PICKUP	Works Construction - Works and Services (U01616)	19,948	0
FORD RANGER DUAL CAB 4X4 PICKUP	Environmental Health Services - Sustainable Development (U02117)	19,555	0
FORD RANGER DUAL CAB 4X4 PICKUP	Surveying Services - Works and Services (U02216)	20,355	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks Natural Areas - Works and Services (U029)	18,493	23,236
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U03216)	17,689	
MITSUBISHI TRITON 2X4 CAB/CHASSIS	Citybuild Works and Services (U039)	11,374	18,691
ISUZU D'MAX DUAL CAB 2X4 PICKUP	Facilities Management - Works and Services (U051)	17,272	0
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05216)	19,699	0
FORD RANGER SINGLE CAB 4x4 TRAYBACK	Traffic Management - Works and Services (U05316)	21,371	0
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Central - Works and Services (U05416)	17,908	0
FORD RANGER DUAL CAB 2X4 PICKUP	Parks Central - Works and Services (U05816)	18,573	0
FORD RANGER DUAL CAB 2X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05916)	20,400	0
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U069)	15,094	0
	Sustainable Development Management - Sustainable Development (U07017)	16,407	0
HOLDEN COLORADO DUAL CAB 2X4 PICKUP			
FORD RANGER DUAL CAB 4X4 PICKUP	Landscaping Services - Works and Services (U07317)	17,442	22,555
Trucks & Buses Replacements			
NISSAN-UD 280 SINGLE CAB TWO WAY TIPPER	Works Construction - Works and Services (T002)	42,871	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1000S	Civil Maintenance - Works and Services (T005)	30,799	0
HINO 500 SINGLE CAB THREE WAY TIPPER	Civil Maintenance - Works and Services (T006)	42,500	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1500	Civil Maintenance - Works and Services (T007)	30,799	0
	Civil Construction Drainage - Works and Services (T026)	52,000	0
HINO 500 SINGLE CAB TWO WAY TIPPER		74,326	0
HINO -MACDONALD JOHNSTON VS650 ROADSWEeper	Civil Maintenance - Works and Services (T051)		
Trailers			
2.0-4.5T FLAT TOP 5x2.5M WITH RAMP SOUTHWEST	Parks Southern - Works and Services (V001)	3,040	0
2.0-4.5T SIGN TRAILER	Works Construction - Works and Services (P011)	2,700	0
	Environmental Services - Sustainable Development (P044)	530	0
0.9T 2.1x1.2M BOX WITH RAMP			
2.0-4.5T TANDEM MOWER TRAILER WITH RAMP	(P140)	2,040	0
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	(P143)	700	989

		Budget	YTD Actual
Asset	Asset Description	Proceeds	Proceeds
<u>Parks & Mowers</u>			
KUBOTA 72" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M00216)	7,500	0
ISEKI 72" OUTFRONT DECK MOWER	Parks Southern - Works and Services (M00316)	7,250	0
ISEKI 60" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M01616)	7,250	0
TORO REELMASTER SIDEWINDER 3100D	Parks Central - Works and Services (M023)	5,821	0
TORO 72" ZERO TURN MOWER	Parks Southern - Works and Services (M02616)	7,000	0
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	Parks Assets - Works and Services (M100)	900	0
TORO 60" TURBO ZERO TURN MOWER	Parks Central - Works and Services (M032)	7,643	0
RED EXIM VERTI DRAIN AERATOR	Parks Northern - Works and Services (N021)	10,600	0
HOWARD HD150CR MOWER ROTASLASHER	Parks Assets - Works and Services (N023)	1,160	0
NEW HOLLAND BOOMER 3050 TRACTOR	Parks Northern - Works and Services (P602)	9,000	0
<u>Miscellaneous Equipment >\$1500</u>			
NISSAN MODEL 25 FORKLIFT	Parks Southern - Works and Services (L003)	4,181	0
KOMLETE SCREEN PLANT	Manager Operations Services Manager - Works and Services (P013)	15,240	9,744
SPRAY UNIT MOTOR AND PUMP	Environmental Health Services - Sustainable Development (P045)	500	0
ROADLINES SCRABBING MACHINE	Works Construction - Works and Services (P049)	100	0
PILOT K50SI SILENT COMPRESSOR AND INSTALL	Cityfleet - Works and Services (P054)	1,100	0
TOPCON TP-4LGV PIPE LASER	Civil Construction - Works and Services (P094)	790	0
ERS TURBO WASH PARTS WASHER	Cityfleet - Works and Services (P095)	1,710	0
JASMAN ELECTRIC STEAM CLEANER	Cityfleet - Works and Services (P098)	100	0
BENDPAK HOIST	Cityfleet - Works and Services (P114)	1,480	0
<u>Plant Disposed from 2018/19 budget</u>			
HINO 700 FS2844 SINGLE CAB TIPPER TRUCK DSL MAN18SP			
PBB BODY TARP	Works Construction - Works and Services (T029)	0	52,505
ISUZU SINGLE CAB TRAY WITH KEVRECK 1500	Projects (T010)	0	21,492
KUBOTA F3690 60INCH OUTFRONT MOWER DSL	Plant (M014)	0	5,981
KUBOTA F3690 72' OUTFRONT MOWER DSL SIDE DISCHARGE	Plant (M004)	0	9,357
Trailer Single Axle Tipping Mower	Plant (P1425)	0	1,723
TRAILER LOW LOADER FLOAT .	Works Construction - (P182)	0	12,593
Kubota RTV 900 XTW 4WD Utility	Parks South Plant (1290) U106	0	10,913
TOYOTA RAV4 CV 2WD WAGON ULP AUTO	C075	0	17,041
HINO 700 SERIES FS1ELKD TIPER TRUCK	T027	0	51,679
ISUZU FTS800 4WD SINGLE CAB WATER TRUCK DSL MAN			
NUFAB 7000L TANK	T014	50,057	0
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T013	22,647	0
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T015	22,647	20,646
SCARAB MERLIN ROADSWEEPER ON NISSAN UD MK240 DSL			
MAN/HYDROSTAT	T050	70,867	0
		27,332	0
<u>Plant Disposed - unknown</u>			
	Director MV was disposed of early rather than 2020. It was replaced with Recreation Manager MV which was		
Hyundai Sante FE Elite Wagon Auto DSL	a 1 yr old (P1411 C03616)	0	24,600
		1,609,590	553,120

KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

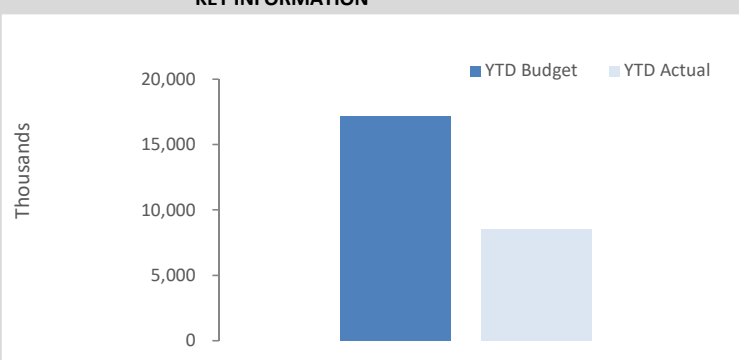
**INVESTING ACTIVITIES
NOTE 5
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,523,900	3,701,830	2,422,269	756,887	(1,665,382)
Equipment	435,532	435,532	403,442	153,397	(250,045)
Machinery	4,064,766	4,064,766	1,692,970	864,108	(828,862)
Infrastructure - Roads	11,986,132	12,156,218	4,567,449	4,051,642	(515,807)
Bridges	744,980	749,024	412,541	290,542	(121,999)
Parks	4,221,862	4,253,970	1,795,295	1,294,316	(500,979)
Drainage	1,116,564	1,011,967	47,774	222,324	174,550
Coastal & Estuary	1,610,873	1,010,873	428,452	236,068	(192,384)
Other Infrastructure	12,012,043	12,027,922	5,390,611	686,705	(4,703,906)
Capital Expenditure Totals	39,716,652	39,412,102	17,160,803	8,555,989	(8,604,814)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	10,653,044	13,056,725	11,846,839	3,349,642	(8,497,197)
Capital grants and contributions	10,758,324	10,642,323	4,760,844	4,653,227	(107,617)
Borrowings	7,808,702	7,008,702	0	0	0
Other (Disposals & C/Fwd)	1,609,590	1,609,590	553,120	553,120	0
Cash Backed Reserves					
Building Reserve	719,448	731,159	0	0	0
Asset Management Reserve	550,000	595,000	0	0	0
Property Acquisition Reserve	379,270	379,270	0	0	0
Sustainability Reserve	141,000	141,000	0	0	0
Sanitation Reserve	618,451	618,111	0	0	0
Community Improvements Reserve	53,751	63,698	0	0	0
Traffic Bridge Reserve	495,220	495,220	0	0	0
Mandurah Ocean Marina Reserve	92,128	92,128	0	0	0
Unspent Grants & Contributions Reserve	5,501,829	3,693,281	0	0	0
Carbon Offset Reserve	40,000	40,000	0	0	0
Digital Futures Reserve	50,000	0	0	0	0
Specified Area Rates - Port Mandurah Canals	245,895	245,895	0	0	0
Capital Funding Total	39,716,652	39,412,102	17,160,803	8,555,989	(8,604,814)

SIGNIFICANT ACCOUNTING POLICIES

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the local government includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead. Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

KEY INFORMATION



Acquisitions	Annual Budget	YTD Actual	% Spent
	\$39.41 M	\$8.56 M	22%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$10.64 M	\$4.65 M	43%

Capital Expenditure Total
Level of Completion Indicators




























































Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.



























































Level of completion indicator, please see table at the end of this note for further detail.

	Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings							
	1632.750578. CSRFF	150,000	150,000	62,475	0	150,000	Falcon Pavilion toilet/changeroom upgrade (\$86,232), Mandurah Tennis Club court resurfacing (\$13,002) and Dudley Park BC greens and lighting works (\$48,613).
	1632.750579. Mh Mustangs FC - Facility Development	174,410	174,410	144,762	0	174,410	Upgrade of changerooms completed. Construction of the social space awaiting building permit, aiming to commence by the end of 2019.
	1632.750580. Peelwood Res - Changeroom Upgrade	21,140	21,140	8,805	0	21,140	Project to commence later in the year. Currently gathering quotes.
	1632.750581. BDYC Security Upgrade	32,768	32,768	13,645	0	32,768	Works to commence Q4.
	1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	8,805	0	21,140	Works to commence Q3.
	1632.750583. Museum Garage Area Flooring	11,627	11,627	4,840	627	11,000	Works to commence Q3.
	1632.750584. Tuart Av Community Kitchen Retrofit	264,258	264,258	30,125	15,758	248,500	Works to commence Q4. Still in design phase.
	1632.750510. CASM Ablution Upgrade	31,711	31,711	13,210	1,711	30,000	Works to commence Q3.
	1632.750585. CASM Sliding Door	21,140	21,140	8,805	1,140	20,000	Works to commence and be completed in Q2.
	1632.750586. MARC LED & Lighting Control	52,851	52,851	22,010	0	52,851	Works to commence Q4.
	1632.750587. Owen Avenue Ablution	158,554	73,993	30,820	8,554	65,439	Design finalised. Works to commence Q3.
	1632.750588. Coodanup Community Centre Ablution	73,993	158,554	131,600	7,103	151,451	Works not likely to commence until Q4.
	1632.750589. Admin Building First Floor Carpet	52,851	52,851	22,010	0	52,851	Works to commence Q4.
	1632.750591. Civic Chamber Meeting Rooms	84,563	84,563	0	5,063	79,500	Design progressing. Works to commence Q4.
	1632.750590. Civic Building HVAC Replacement	10,570	10,570	4,400	12,370	(1,800)	Completed.
	1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	16,730	0	40,168	Works to commence Q3.
	1632.750593. MARC Roof Access Walkways	63,422	63,422	26,415	0	63,422	Works to commence Q3.
	1632.750594. Museum House Asbestos Removal	79,278	79,278	65,799	6,163	73,115	Works to commence Q3.
	1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	6,605	855	15,000	Works to commence Q3.
	1632.750596. Museum Window Frames Replacement	26,426	26,426	11,010	1,426	25,000	Works to commence Q3.
	1632.750600. Facility Glazing Compliance Upgrade	60,251	60,251	25,095	0	60,251	Works to commence Q4.
	1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	4,410	570	10,014	Works complete. Finances to be finalised.
	1632.750602. Mechanical Workshop Shade Project	13,741	13,741	5,725	8,014	5,727	Works 50% complete.
	1632.750603. Southern Ops Transportable Meeting Room	84,563	84,563	0	0	84,563	Works to commence Q4.
	1632.750604. Falcon Pavilion Roof	26,426	26,426	11,010	1,426	25,000	Works to commence Q3.
	1632.750605. Port Bouvard SLSC Gear Shed Re-Roof	95,133	95,133	95,133	0	95,133	Works to commence Q3.
	1632.750606. South Mh Football Club Pavilion	79,278	79,278	65,799	4,278	75,000	Works to commence Q3.
	1632.750609. Site Main Switchboards	95,133	95,133	39,625	0	95,133	Works to commence Q3.
	1632.750610. Dolphin Drive MATV Compound	10,468	10,468	4,360	1,836	8,632	Construction 20% complete. Awaiting building permit.
	1632.750611. Marina Ablution Facility Shed	10,468	10,468	4,360	468	10,000	Construction 20% complete. Awaiting building permit.
	1632.750516. Change Rooms Upgrade Program	75,000	75,000	62,250	0	75,000	Waiting on the outcome of a grant application as part of the 19/20 CSRFF project. Report 2 August 13.8.19.
	1632.750520. Northport Reserve, Baloo Crescent Facility	80,000	97,449	80,882	90,790	6,659	Completed
	1632.750567. South Mandurah FC Changerooms (CSRFF)	30,000	29,982	12,490	30,000	(18)	Completed.
	1632.750572. MMFC Upgrade Rushton North Pav (CSRFF)	65,000	38,177	15,905	38,177	(0)	Completed.
	1632.750433. Port Bouvard Surf Life Saving Club	34,818	42,615	42,615	50,476	(7,861)	Works complete. Finances to be finalised. Overspend due to unavoidable variations occurring during construction, to be funded from savings in Estuary Rd Boardwalk project.
	1632.750416. SL Peelwood Parade Reserve	23,050	32,532	32,532	47,800	(15,268)	Completed. The over expenditure was due to unforeseen electrical works. Overspend to be funded from savings in Marc Roof Drainage project.
	1632.750523. Bush Fire Brigade	440,625	531,449	447,055	48,724	482,725	Works have commenced. Construction 8% complete.
	1632.750577. New 60 Peel St Demolition	30,000	30,000	30,000	23,831	6,169	Completed.
	1632.750524. SCC & SIPS Buildings energy upgrades	55,000	49,762	20,730	47,690	2,072	Completed.
	1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	300,994	253,198	0	300,994	Works to commence Q3.
	1632.750501. MARC Systems Integration	110,000	131,995	131,995	5,025	126,970	Awaiting electrical consultant report to finalise project.

Level of completion indicator, please see table at the end of this note for further detail.

				Remaining		Comment
Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Unspent Funds	
 1632.750532. Civic Building - Tuckey Room	231,698	174,936	174,936	138,613	36,323	Works complete. Finances to be finalised.
 1632.750289. RS - MARC Redevelopment Stage 2	7,458	7,458	7,458	7,663	(205)	Completed.
 1632.750573. MARC squash court roof drainage	20,000	20,000	20,000	3,043	16,957	Completed.
 1632.750575. Central Boardwalk	80,000	100,000	100,000	79,168	20,832	Work completed. Finances to be finalised.
 1632.750451. Bortolo Reserve Sports Lighting	67,488	81,711	34,035	57,095	24,616	Completed.
 1632.750498. Museum Courtroom Interpretation Project		13,000	13,000	11,561	1,439	Completed.
 1632.750550. Indoor Sports Facility		12,000	5,000	0	12,000	Committed is retention due to be paid January.
 1632.750612. WMC Tipping Shed Security Doors		60,000	49,800	0	60,000	Collating quotes with aim to commence before Christmas.
 1632.750512. Mandurah Library Staff Workroom		0	0	(129)	129	Credit received for works on 2018/19 capital project.
Bridges						
 1634.880011. Mandurah Traffic Bridge Feature Lighting	10,570	10,570	4,400	10,072	499	Completed.
 1634.880001. Old Mandurah Bridge	495,220	495,220	206,260	100,000	395,220	Design in progress in line with the plans for the western foreshore redevelopment and reviewing site requirements.
 1634.880010. New Bridge boardwalk extension stairway	239,190	243,234	201,881	180,471	62,763	Stairs complete. Revetment works still to be delivered.
Parks						
 1635.700395. Falcon Reserve Activation Plan	250,639	250,639	0	0	250,639	Works to commence Q4. Awaiting completion of skatepark.
 1635.700396. Falcon Skate Park Upgrade	400,000	400,000	0	1,873	398,127	Construction to commence in Q3.
 1635.700397. Fowler Reserve - Cricket Nets	18,000	18,000	7,495	0	18,000	Construction to commence Q3.
 1635.700398. Rushton Park Development Works	40,000	40,000	16,660	40,000	0	Completed.
 1635.700399. Lakelands Community Garden	30,000	30,000	12,495	0	30,000	Project to commence Q3.
 1635.700436. Upgrade Billy Dowers Outdoor Space	32,000	32,000	13,330	0	32,000	Construction delayed and now to commence Q3 due to scope finalisation.
 1635.700400. Westbury Way Offset Fencing	16,000	16,000	16,000	13,745	2,255	Completed.
 1635.700430. Kerosene Tank Bunding	15,000	15,000	15,000	0	15,000	Construction to commence Q3.
 1635.700401. Birchley Reserve Upgrade Stage 2	136,712	136,712	136,712	104,277	32,435	Construction complete. Finances to be finalised.
 1635.700402. Falcon Bay Foreshore Stage 3 of 4	341,780	341,780	341,781	162,160	179,620	Construction 75% complete.
 1635.700403. Grahame Heal Reserve	96,838	96,839	48,420	0	96,839	Construction to commence Q3.
 1635.700404. Halls Head Recycled Water	227,854	227,854	0	27,854	200,000	Design in progress. Works to commence Q4.
 1635.700405. Mandjar Square Final Stage	341,780	341,780	142,355	207,400	134,380	Works 85% complete.
 1635.700406. Pebble Beach Boulevard Res 46649	182,282	182,282	0	0	182,282	Construction to commence Q3.
 1635.700407. Pinjarra Road East Stage 2	284,817	284,817	284,817	199,169	85,648	Construction 75% complete.
 1635.700408. Riverview Foreshore Stage 2	22,785	22,785	22,786	0	22,785	Construction to commence Q3 due to delayed community consultation.
 1635.700409. San Marco Quays Playground Final Stage	22,785	22,785	22,785	24,053	(1,268)	Completed.
 1635.700410. Westbury Way North side POS Stage 3	227,854	227,854	2,279	28,149	199,705	Construction to commence Q3.
 1635.700411. Convert Sporting Ovals to SDS	50,000	50,000	50,000	4,885	45,115	Construction 50% complete.
 1635.700412. Dawesville Reserve Firebreaks	14,810	14,810	7,405	0	14,810	Construction to commence Q3 due to minor rescheduling.
 1635.700413. Duverney Park Picnic Facilities	22,785	22,785	22,786	3,812	18,973	Construction has been brought forward and is 50% complete.
 1635.700415. Melaleuca Reserve Shade Sail	30,760	30,760	308	0	30,760	Construction to commence Q2.
 1635.700416. Moorhen Green Upgrade	34,178	34,178	34,178	7,567	26,611	Construction to commence Q2.
 1635.700417. Old Yacht Club Superficial Bore	41,074	41,074	41,074	6,074	35,000	Construction 50% complete.
 1635.700414. Jerramungup Gdn/Wittenoom Turn	28,481	28,481	14,241	7,313	21,168	Construction 5% complete.
 1635.700418. Shade Sales Various Sites	113,927	113,927	1,139	17,336	96,591	Construction is 25% complete.
 1635.700420. Basketball Hoops Renewal	20,000	20,000	20,000	0	20,000	Construction 75% complete.
 1635.700421. Eastern Foreshore Softfall Renewal	12,134	12,134	12,134	0	12,134	Construction to commence Q3 could not be scheduled before Christmas.
 1635.700422. Louis Dawe Park Renewal	68,356	68,356	684	0	68,356	Construction to commence Q3.
 1635.700423. Mogum Reserve Softfall Renewal	30,000	30,000	30,000	0	30,000	Construction to commence Q3.
 1635.700424. Olive Road Foreshore Renewal	28,481	28,481	285	0	28,481	Construction to commence Q2.
 1635.700425. Quandong Reserve Renewal	60,000	60,000	601	0	60,000	Construction to commence Q3.
 1635.700426. Rushton Park Fencing Renewal	20,000	20,000	20,000	0	20,000	Construction complete. Finances to be finalised.
 1635.700427. Signage	56,963	56,963	0	12,696	44,267	2019-2020 Ongoing Program.
 1635.700431. Electric BBQ Replacement	68,708	68,708	28,620	43,629	25,079	2019-2020 Ongoing Program.
 1635.700432. Goegrup Lake Boardwalk	63,470	63,470	26,435	0	63,470	Project continuation pending due to location outside of the City's boundaries.
 1635.700433. Estuary Road Boardwalk	21,237	21,237	8,845	11,649	9,588	Works 90% complete.
 1635.700434. Bethyl Corner Renewal	158,554	158,554	131,600	0	158,554	Works to commence Q3. Awaiting quotations.
 1635.700435. Power Meter Enclosures	95,133	95,133	39,625	25,715	69,418	2019-2020 Ongoing Program.
 1635.700429. Town Beach Shower	20,937	20,937	8,720	17,182	3,755	Construction 95% complete. Aiming to be completed before Christmas.
 1635.700364. Mandjar Square Water Feature	199,325	196,802	81,970	109,706	87,096	Works completed. Finances to be finalised.
 1635.700366. Coote Reserve BMX Track	60,000	60,000	24,990	21,600	38,400	Construction 75% complete.
 1635.700361. Mandjar Square Stage 3 & 4	90,000	62,287	25,945	62,150	137	Completed.
 1635.700365. Novara Foreshore Stage 3	50,000	106,354	44,295	73,435	32,919	Construction 95% complete.
 1635.700377. MARC improvement to car park area	5,000	5,000	2,085	3,750	1,250	Construction complete. Finances to be finalised.



































Level of completion indicator, please see table at the end of this note for further detail.

				Remaining Unspent		Comment
Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Funds	
 1635.700385. Lakes Lawn Cemetery - Signage	9,998	8,316	3,465	2,421	5,895	Construction 80% completed.
 1635.700387. Parks and Reserves Signage	12,925	0	0	0	0	Carryover budget not required. Completed in 2018/19.
 1635.700389. Lakes Lawn Cemetery Gates/signage	7,500	0	0	0	0	Carryover budget not required. Completed in 2018/19.
 1635.700376. Mandurah Rd median - Gordon to Meadow Sp	40,000	45,873	19,110	48,491	(2,618)	Construction complete. Financially over budget variance less than 10%.
 1635.700363. Falcon Bay Foreshore Stage 2		17,798	7,415	6,225	11,573	Construction complete. Finances to be finalised.
 1635.700390. Parks & Reserves Power Meter Replacement		4,425	4,425	0	4,425	Construction complete. Finances to be finalised.
 1635.700380. Pinjarra Road East		0	0	0	0	Costed to incorrect account. Corrected in October.
 1635.700299. Novara Foreshore Stage 2		0	0	0	0	Costed to incorrect account. Corrected in October.
 1635.700357. Museum Exterior Signage		0	0	0	0	Costed to incorrect account. Corrected in October.
Roads						
 1636.500946. Flagpole Lighting ADC Buildings	15,855	15,855	6,605	5,711	10,144	Completed.
 1636.500947. Reserve Lighting Device Upgrade	7,000	7,000	2,915	0	7,000	Works to commence Q4.
 1636.500948. Sthn Districts Fire Brigade (Carpark)	54,516	54,516	22,705	0	54,516	Construction to commence Q4.
 1636.500949. City Centre Parking and Signage	160,385	160,385	66,800	0	160,385	Project to be carried out in conjunction with the Eastern and Western Foreshore redevelopment works.
 1636.500950. Smart Street Mall Upgrade	1,503,613	1,503,613	626,255	29,154	1,474,459	Design in progress. Construction expected to commence May 2020.
 1636.500951. RC Dower Street	817,747	817,747	817,747	713,239	104,508	Construction complete. Finances to be finalised.
 1636.500952. RC Mississippi Drive	436,132	436,132	218,066	62,295	373,837	Construction 25% complete.
 1636.500953. RC Peel Street	817,747	817,747	0	0	817,747	Construction to commence Q4.
 1636.500954. RC Pinjarra Road	760,839	760,839	760,839	637,543	123,296	Construction complete. Finances to be finalised.
 1636.500955. RR Bailey Boulevard	281,154	281,154	2,812	0	281,154	Construction to commence Q4.
 1636.500956. RR Beacham Street	365,501	365,501	3,656	164,799	200,702	Construction 75% complete.
 1636.500957. RR Clarice Street	275,531	275,531	0	31,213	244,318	Construction to commence Q3.
 1636.500958. RR Creery Street	84,347	84,347	843	67,671	16,676	Construction 100% complete. Finances to be finalised.
 1636.500959. RR Fernwood Rd/Old Coast Rd	208,054	208,054	0	0	208,054	Construction to commence Q2.
 1636.500960. RR Gordon Road	281,154	281,154	2,812	0	281,154	Construction to commence Q3.
 1636.500961. RR Merrivale Street	404,862	404,862	404,862	60,349	344,513	Construction 50% complete.
 1636.500962. RR Thera Street	337,385	337,385	0	0	337,385	Construction to commence Q4.
 1636.500963. TM Discretionary Traffic Mgmt	109,033	109,033	0	33,517	75,516	2019-2020 Ongoing Program.
 1636.500964. TM Old Coast Rd/Rutland Dr Roundabout	109,033	109,033	109,032	11,742	97,291	Construction to commence Q3.
 1636.500965. TM Wilderness Dr/Old Coast Rd	109,033	109,033	109,033	12,536	96,497	Construction to commence Q3.
 1636.500966. CP Aldgate St Realignment Stage 2	81,775	81,775	40,890	7,161	74,614	Construction to commence Q3.
 1636.500967. CP Pinjarra Rd/Sutton St	32,710	32,710	32,710	0	32,710	Construction to commence Q3.
 1636.500968. RS Aberdeen Close	15,183	39,361	393	42,921	(3,560)	Construction complete. Finances to be finalised.
 1636.500969. RS Aberdeen Cl/Balmoral Pde Intersection	10,122	0	0	0	0	Budget reallocated to RS Aberdeen Close.
 1636.500970. RS Achilles Place	67,477	50,608	504	40,510	10,098	Completed.
 1636.500971. RS Aldgate St/Parkview St Intersection	16,026	19,120	190	0	19,120	Construction delayed and now to commence Q3 due to Pinjarra Rd/Dower St intersection upgrade.
 1636.500972. RS Beam Road	56,230	44,984	450	44,683	301	Construction complete. Finances to be finalised.
 1636.500973. RS Esprit Parkway	140,577	56,230	563	55,143	1,087	Construction complete. Finances to be finalised.
 1636.500974. RS Ferguson St/Ivanhoe Crs	56,230	56,230	562	43,422	12,808	Completed.
 1636.500975. RS Fernwood Rd/Timbers Edge Intersection	56,230	56,230	562	6,230	50,000	Construction to commence Q2.
 1636.500976. RS Frankland Place	41,050	56,230	562	0	56,230	Construction delayed and now to commence Q3 due to change in work schedule.
 1636.500977. RS Hillway Street	38,517	38,518	385	30,492	8,026	Construction complete. Finances to be finalised.
 1636.500978. RS Leighton Rd/Halls Head Pde	33,176	84,347	844	9,831	74,516	Construction to commence Q3.
 1636.500979. RS Lord Hobart Dve/Addingham Blvd	16,869	67,477	677	11,077	56,400	Construction to commence Q3.
 1636.500980. RS Mississippi Drive	134,954	112,462	1,125	0	112,462	Construction to commence Q3.
 1636.500981. RS Peel St/Ormsby Tce Roundabout	39,361	84,347	844	11,987	72,360	Construction to commence Q3.
 1636.500982. RS Peelwood Parade	35,706	50,609	505	0	50,609	Construction to commence Q3.
 1636.500983. RS Peelwood Pde/Mahogany Dr	25,303	28,115	280	3,115	25,000	Construction to commence Q3.
 1636.500984. RS Watersun Drive	84,347	61,854	619	51,809	10,045	Completed.
 1636.500985. RS Yalgor Heights	67,477	28,116	280	23,288	4,828	Completed.
 1636.500986. RS Yarri Way	24,180	24,180	242	17,187	6,993	Completed.
 1636.500987. SP Albermarle Close	28,349	14,442	0	0	14,442	Project not going ahead. Funds to be reallocated at Budget Review.
 1636.500988. SP Blakeley Street	57,242	46,885	0	0	46,885	Construction delayed and now to commence Q3 due to change in design scope.
 1636.500989. SP Boileau Place	19,626	22,897	0	19,664	3,233	Completed.
 1636.500990. SP Cox Bay	21,807	21,807	0	0	21,807	Construction to commence Q3.
 1636.500991. SP Dichondra Pass	58,333	49,064	0	0	49,064	Construction to commence Q3.
 1636.500992. SP Duverney Park PAW	70,872	70,872	0	16,880	53,992	Construction to commence Q3.
 1636.500993. SP Gillark Street	32,165	41,165	0	42,680	(1,515)	Completed.
 1636.500994. SP Janice Avenue	119,936	109,033	0	73,568	35,465	Construction complete. Finances to be finalised.

Level of completion indicator, please see table at the end of this note for further detail.

Account Description				Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
	1636.500995.	SP Jubata Gardens		39,252	61,059	0	5,059	56,000	Construction to commence Q3 delayed due to environmental approval.
	1636.500996.	SP Lefroy Street		52,881	43,612	0	0	43,612	Construction to commence Q3.
	1636.500997.	SP Mandurah Road, Erskine		21,807	44,159	0	0	44,159	Working with PTA for a shared contribution towards the path. City currently producing design.
	1636.500998.	SP Missing Links		87,227	87,227	0	17,152	70,075	2019-2020 Ongoing Program.
	1636.500999.	SP Oakwood Gate		41,433	32,710	0	39,007	(6,297)	Construction complete. Finances to be finalised.
	1636.501000.	SP Old Coast Road, Halls Head		43,612	54,516	0	6,438	48,078	Construction 15% complete.
	1636.501001.	SP Orelia Street		28,349	28,349	0	20,298	8,051	Construction complete. Finances to be finalised. Over expenditure due to drainage maintenance work. Finances to be reconciled.
	1636.501002.	SP Pedestrian Crossing Upgrades		54,516	54,516	0	0	54,516	2019-2020 Ongoing Program.
	1636.501003.	SP Perida Way		26,168	26,168	0	22,738	3,430	Construction complete. Finances to be finalised.
	1636.501004.	SP Sandeland Avenue		25,077	25,077	0	24,091	986	Construction complete. Finances to be finalised.
	1636.501005.	SP Sunview Rise PAW		27,803	25,077	0	3,722	21,355	Construction complete. Finances to be finalised.
	1636.501006.	SP Swinton Place		25,077	22,897	0	0	22,897	Construction delayed and now to commence Q3 due to property owner request
	1636.501007.	Bus shelters		63,612	63,612	26,495	21,432	42,180	2019-2020 Ongoing Program.
	1636.501008.	SL Gibson Street		109,033	109,033	0	10,786	98,247	Design for lighting nearly complete. Construction to commence Q3.
	1636.501009.	SL Lakes Road		76,324	76,324	76,324	72,758	3,566	Installation of poles complete. Western Power to energise (timing unconfirmed).
	1636.501010.	SL Minor Improvements		54,516	54,516	0	10,588	43,928	2019-2020 Ongoing Program.
	1636.501011.	SL Train Station Access Path		54,516	54,516	0	0	54,516	Works programmed for Qtr. 4.
	1636.501012.	Depot Stockpile Upgrades		25,000	25,000	25,000	0	25,000	Construction to commence Q3.
	1636.501015.	Light Pole Replacement Program		105,703	105,703	88,917	0	105,703	2019-2020 Ongoing Program.
	1636.501016.	MOM Canal Light Poles		98,304	98,304	81,594	0	98,304	2019-2020 Ongoing Program.
	1636.501022.	Parks and Reserves LED Program		63,422	63,422	26,415	7,764	55,658	2019-2020 Ongoing Program.
	1636.501017.	Port Mandurah SL Rectification Project		52,851	52,851	22,010	2,851	50,000	2019-2020 Ongoing Program.
	1636.501018.	WMC Out Weighbridge Road Repairs		50,120	50,120	20,875	0	50,120	To commence later in the year.
	1636.501019.	WMC Recovery Facility Hardstand		250,602	190,602	79,385	0	190,602	To commence later in the year.
	1636.501021.	South Harbour Paving Replacement		78,515	78,515	32,705	44,697	33,818	Construction 90% complete.
	1636.500798.	Dower St - Pinjarra Rd Intersection		381,206	379,369	158,005	4,055	375,314	Construction complete. Finances to be finalised.
	1636.500887.	Dower Street		261,047	349,055	145,380	349,043	12	Completed.
	1636.500889.	Lakes Rd		27,312	52,221	21,750	34,027	18,194	Construction 100% complete. Finances to be finalised.
	1636.500892.	Smokebush Retreat		132,000	131,033	54,575	10,570	120,463	Construction to commence Q3.
	1636.500894.	Coodanup Drive		90,000	206,290	85,920	92,210	114,080	Construction to commence Q3.
	1636.500904.	Yeedong Road		5,000	24,288	10,120	27,757	(3,469)	Completed. Minor variance less than 10% of overall project budget.
	1636.500909.	Pinjarra Road Carpark		200,000	183,109	76,265	183,097	12	Completed.
	1636.500914.	Coolibah Avenue Resurfacing		205,000	207,006	86,215	200,222	6,784	Construction complete. Finances to be finalised.
	1636.500932.	Pedestrian Lighting to PAW		37,472	37,472	15,605	0	37,472	Works programmed for Q4.
	1636.500942.	PTA Bus Embayment - 27636		248,122	245,616	102,300	235,399	10,217	Complete.
	1636.500943.	PTA Bus Embayment - 27635		192,502	194,285	80,925	189,746	4,539	Complete.
	1636.500944.	WMC Top Shed Roadworks		30,000	30,000	12,500	34,165	(4,165)	Construction complete. Financially over budget due to Cleanaway induction training for confined works causing unplanned labour costs.
	1636.500596.	SP Pinjarra Rd Reconstruct Panels & Kerb			0	0	553	(553)	Costed to incorrect account will be corrected next month.
Drainage									
	1637.600155.	DR Discretionary Improvements		112,462	112,462	0	15,928	96,534	2019/2020 Ongoing Program.
	1637.600156.	DR Donnelly Gardens		11,246	11,246	112	0	11,246	Construction to commence Q3.
	1637.600157.	DR Estuary Heights Place		44,984	44,984	450	7,902	37,082	Construction delayed and now to commence Q3 due to Watercorp approval.
	1637.600158.	DR Estuary View Road		22,493	22,493	225	4,891	17,602	Construction delayed and now to commence Q3 delayed due to Watercorp approval.
	1637.600159.	DR Harvey View Drive		16,869	16,869	169	7,704	9,165	Construction 75% complete.
	1637.600160.	DR Henson St/Mandurah Tce		33,739	33,739	337	4,861	28,878	Construction to commence Q3.
	1637.600161.	DR Leura Street		84,347	84,347	843	9,422	74,925	Construction to commence Q3.
	1637.600162.	DR Lord Hobart Drive		67,477	67,477	674	0	67,477	Construction to commence Q3.
	1637.600163.	DR Mulberry Close		22,493	22,493	225	0	22,493	Construction delayed and now to commence Q3 due to minor changes to scope.
	1637.600164.	DR Orion Rd Park Stage 2		112,462	112,462	1,125	61,199	51,263	Construction 75% complete.
	1637.600165.	DR Rialto & Bermuda Plcs Accessway		22,493	22,493	225	7,393	15,100	Construction is 90% complete.
	1637.600166.	DR Riverina Avenue		16,869	16,869	169	9,161	7,708	Construction is 75% complete.
	1637.600167.	DR Spinaway Parade		56,230	56,230	562	0	56,230	Construction to commence Q4.
	1637.600168.	DR Sunview Rise		56,230	56,230	562	1,211	55,019	Construction to commence Q3 delayed due to Water Corp approval.
	1637.600169.	DR Water Sensitive Urban Design		224,924	224,924	2,249	0	224,924	Construction to commence Q4.
	1637.600170.	DR Yalgorup Drive		11,246	11,246	112	0	11,246	Construction to commence Q3.
	1637.600152.	William/Bertram Road		150,000	50,000	20,825	37,360	12,640	Construction 95% complete.
	1637.600148.	City Centre Drainage Upgrade Stage 2		50,000	45,403	18,910	55,292	(9,889)	Construction complete. Financially over budget due to being combined with Pinjarra Road Carpark.
Coastal & Estuary									
	1639.910095.	Avalon Foreshore (Westview Parade)		56,963	56,963	0	0	56,963	Construction to commence Q3.

Level of completion indicator, please see table at the end of this note for further detail.

Account Description				YTD Actual	Remaining Unspent Funds	Comment
Adopted Budget	Annual Budget	YTD Budget				
 1639.910096. San Remo Beach Universal Access	17,089	17,089	171	0	17,089	Construction to commence Q4 due to significant change in design approach.
 1639.910097. Breakwater Parade Fishing Platform	73,280	73,280	30,520	3,280	70,000	Construction 50% complete.
 1639.910098. Jetties - ABCDEFGH Main Marina	12,562	12,562	5,235	7,312	5,250	Completed.
 1639.910099. Jetties - J and K	52,342	52,342	21,800	2,342	50,000	Construction 90% complete. Expected completion January 2020.
 1639.910100. Marina Commercial Jetty	52,342	52,342	21,800	2,342	50,000	Construction 50% complete. Expected completion January 2020.
 1639.910101. Marina Sth Harbour MATV Pits	10,468	10,468	4,360	0	10,468	Construction to commence Qtr. 4. Planning and consultation still in progress.
 1639.910102. South Harbour Upgrade	240,777	240,777	100,285	69,367	171,410	Construction is 40-50% complete.
 1639.910103. Dawesville Channel Fishing Platform	52,342	52,342	21,800	0	52,342	Currently in design phase. Project to be reviewed at Budget Review.
 1639.910104. Mariners Cove Café	31,405	31,405	13,080	0	31,405	Project currently on hold due to objection from café owner.
 1639.910105. Parkridge Boat Ramp	73,280	73,280	30,520	0	73,280	Construction to commence Q3. Subject to funding.
 1639.910084. Cambria Island Abutment wall repairs	92,128	92,128	76,466	0	92,128	Consultancy works 25% complete.
 1639.910094. Dredging Port Mandurah Entrance	245,895	245,895	102,415	151,425	94,471	Completed.
 1639.910089. Shark Mitigation Project	600,000	0	0	0	0	Carryover project not going ahead.
Equipment						
 1640.820171. MARC Basketball Backboards	55,000	55,000	22,910	0	55,000	Works to commence Q3.
 1640.820172. Christmas Decorations 2019	190,266	190,266	190,266	85,488	104,778	90% complete. Installation to be completed by 30 November.
 1640.820173. Council Chambers Furniture	190,266	190,266	190,266	67,908	122,358	Works 90% complete. Waiting for further direction regarding honour boards.
Plant & Machinery						
 1641.770001. Light Passenger Vehicles - Replacement	321,510	321,510	133,910	164,434	157,076	
 1641.770002. Light Commercial Vehicles - Replacement	642,161	642,161	267,460	144,916	497,245	
 1641.770005. Light Passenger Vehicles - New	22,000	22,000	9,165	0	22,000	
 1641.770018. Light Commercial Vehicles - New	78,500	78,500	32,695	40,331	38,169	
 1641.770006. Trucks & Buses Replacements	2,020,384	2,020,384	841,490	508,077	1,512,307	
 1641.770007. Trailers	135,035	135,035	56,240	0	135,035	
 1641.770009. Parks & Mowers	363,150	363,150	151,250	0	363,150	
 1641.770011. Miscellaneous Equipment >\$1500	345,526	345,526	143,910	6,350	339,176	
 1641.770008. Construction Vehicles	136,500	136,500	56,850	0	136,500	
Other Infrastructure						
 1643.930032. Road Sweeper Spoil	35,000	35,000	350	0	35,000	Construction to commence Q3.
 1643.930030. Waterfront Design Project	260,000	379,270	157,965	194,540	184,730	Project progressing. 70% complete.
 1643.930027. Tims Thicket Septage Ponds Upgrade	368,451	368,111	153,320	0	368,111	Project on hold due to pending department approval. Funds in reserve until ready to commence.
 1644.000000. Eastern Foreshore	55,129	53,529	53,529	9,788	43,741	Project near completion. Lighting has been installed. Additional lights have been ordered and will be held until future works programmed.
 1646.750496. Lakelands DOS Clubroom Facility	2,325,470	2,325,470	265,105	143,272	2,182,198	Works have recently commenced. Contractor has mobilised to site.
 1646.000000. Lakelands DOS	2,682,890	2,581,439	2,142,592	339,105	2,242,334	Works 80% complete. Tender is in progress for sports ground lighting and design is progressing for path network.
 1647.920027. Eastern Foreshore South Precinct	2,255,420	2,255,420	939,385	0	2,255,420	Consultants engaged for design development of Estuary Pool.
 1647.920028. Western Foreshore Recreation Precinct	4,029,683	4,029,683	1,678,365	0	4,029,683	Tender report to December council meeting. Construction of skatepark to commence early 2020. Playspace design continuing following public feedback.
 Grand Total	39,716,652	39,412,102	17,160,803	8,555,989	30,856,113	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

FINANCING ACTIVITIES

NOTE 6

BORROWINGS

Repayments - Borrowings

Information on Borrowings		New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	1 July 2019	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Law, order, public safety									
Port Bouvard Surf Life Saving Club [316(v)]	15,279			6,886	13,999	8,393	1,280	162	257
Community amenities									
Compactor Waste Trailers and Dolly	295,119			22,051	52,571	273,068	242,548	4,079	10,141
Waste Water Reuse	190,214			26,315	40,548	163,899	149,666	2,620	6,332
Halls Head Ablution Block	126,809			17,543	27,032	109,266	99,777	1,747	4,221
Halls Head Recycled Water		0	200,000	0	1,372	0	198,628	0	635
Ablutions 19/20		0	150,000	0	1,030	0	148,970	0	476
Recreation and culture									
Allnutt Reserve Bowling Facility [316(iii)]	71,504			29,264	65,515	42,240	5,989	690	1,200
Town Beach Ablutions [316(vii)]	30,557			12,050	27,999	18,507	2,558	284	513
Rushton Park Redevelopment [318(ii)]	528,987			114,936	168,523	414,051	360,464	2,710	16,142
Meadow Springs Pavillion [318(iii)]	396,741			86,337	126,393	310,404	270,348	2,035	12,107
Mandurah Rugby Club	82,842			16,585	40,025	66,257	42,817	1,045	2,287
Mandurah Cricket Club	27,611			5,532	13,350	22,079	14,261	348	762
Mandurah Football & Sporting	242,296			31,577	75,925	210,719	166,371	3,248	7,655
Mandurah Rugby Club	18,637			2,430	5,843	16,207	12,794	250	589
Allnutt Reserve Bowling Facility	1,641,209			223,195	517,401	1,418,014	1,123,808	14,125	52,167
Ablutions - Netball Centre [329(ii)]	130,469			17,033	40,882	113,436	89,587	1,456	4,122
Parks Construction [329(v)]	128,976			17,033	40,415	111,943	88,561	1,456	4,075
Halls Head Bowling Club Upgrade	344,004			13,263	31,024	330,741	312,980	4,847	12,440
Parks - Falcon Bay Reserve	97,095			10,268	22,253	86,827	74,842	181	3,240
Aquatic & recreation Centre	922,603			64,886	138,889	857,717	783,714	6,489	32,411
Aquatic & recreation Centre Stage 1	582,882			31,146	70,073	551,736	512,809	6,684	20,719
Aquatic & recreation Centre Stage 2	1,494,078			89,489	180,818	1,404,589	1,313,260	8,131	53,470
Eastern Foreshore Wall	973,173			56,027	117,082	917,146	856,091	7,183	34,622
MARC Stage 2	1,648,544			243,455	351,420	1,405,089	1,297,124	7,290	54,878
Falcon Bay Seawall	317,481			43,394	67,677	274,087	249,804	4,376	10,568
MARC Solar Plan	191,804			7,312	17,096	184,492	174,708	2,703	6,940
Novara Foreshore Stage 2	383,609			14,623	34,192	368,986	349,417	5,407	13,880
Falcon Bay Foreshore Development	383,609			14,623	34,192	368,986	349,417	5,407	13,880
Mandjar Square Development	479,513			18,377	42,734	461,136	436,779	6,658	17,350
Lakelands DOS	2,665,001			127,105	239,294	2,537,896	2,425,707	13,085	97,162
Falcon Seawall	500,167			16,655	42,021	483,512	458,146	6,195	18,195
Manjar Square Stage 3 and 4	1,000,332			35,913	84,029	964,419	916,303	9,787	36,391
Novara Foreshore Stage 3	200,067			6,624	16,806	193,443	183,261	2,516	7,278
Western Foreshore Recreation Precinct		0	1,270,000	0	8,712	0	1,261,288	0	4,033
Smart Street Mall Upgrade		0	1,500,000	0	10,288	0	1,489,712	0	4,764
Westbury Way North side POS Stage 3		0	200,000	0	1,372	0	198,628	0	635
Falcon Bay Foreshore Stage 3 of 4		0	300,000	0	2,058	0	297,942	0	953
Mandjar Square Final Stage		0	300,000	0	2,058	0	297,942	0	953
Falcon Skate Park Upgrade		0	200,000	0	1,372	0	198,628	0	635
Transport									
Road Construction [316(ii)]	228,874			92,956	209,707	135,918	19,167	2,192	3,843
Car Parking [316(iv)]	16,807			6,886	15,400	9,921	1,407	162	282
Road Construction [318(v)]	1,322,469			287,069	421,309	1,035,400	901,160	6,768	40,356
Drainage [318(iv)]	132,248			28,599	42,131	103,649	90,117	674	4,036
Road Construction [329(ii)]	279,574			37,072	87,605	242,502	191,969	3,169	8,833
Drainage Construction [329(iii)]	93,191			12,023	29,201	81,168	63,990	1,028	2,944
Peelwood Oval - Parking [329(iv)]	37,277			5,010	11,681	32,267	25,596	428	1,178
Path Construction [329(vi)]	21,247			3,006	6,658	18,241	14,589	257	671
Street Lighting [329(viii)]	27,958			4,008	8,760	23,950	19,198	343	883
Road Construction	433,530			46,778	99,358	386,752	334,172	823	14,469
New Pedestrian Bridge Construction	596,197			46,026	106,210	550,171	489,987	6,764	20,486
New Road Construction	661,855			47,974	99,077	613,881	562,778	2,866	23,155
New Road Construction	752,108			39,858	90,409	712,250	661,699	8,952	26,735
WMC Tims Thicket	112,813			5,746	13,570	107,067	99,243	1,579	4,010
Road Construction	500,902			69,391	106,777	431,511	394,125	6,799	16,674
MARC Carpark	380,432			52,625	81,097	327,807	299,335	5,240	12,664
MPAC Forecourt	158,514			21,927	33,790	136,587	124,724	2,183	5,277
Mandurah Marina	191,804			7,312	17,096	184,492	174,708	2,703	6,940
MARC Carpark	287,709			10,965	25,638	276,744	262,071	4,055	10,410
Mandurah Foreshore Boardwalk Renewal	431,563			16,548	38,457	415,015	393,106	5,982	15,615
Smoke Bush Retreat Footpath	95,900			3,658	8,554	92,242	87,346	1,352	3,470
New Road Construction	1,346,886			64,544	120,927	1,282,342	1,225,959	6,301	49,101
New Boardwalks 18/19	500,167			16,655	42,021	483,512	458,146	6,195	18,195
Coodanup Drive - Road Rehabilitation	100,034			3,312	8,409	96,722	91,625	1,258	3,639
Pinjarra Road Carpark	200,067			6,624	16,806	193,443	183,261	2,516	7,278
New Road Construction 18/19	1,650,547			60,135	138,675	1,590,412	1,511,872	15,265	60,044
South Harbour Upgrade	0	0	230,000	0	1,578	0	228,422	0	730
New Road Construction 19/20	0	0	1,200,000	0	8,231	0	1,191,769	0	3,811
Other property and services									
Office Building	460,823			101,041	243,983	359,782	216,840	5,699	12,193
Information Systems [316(i)]	15,278			6,886	13,999	8,392	1,279	162	257
IT Server Room Upgrade [316(vi)]	41,252			17,214	37,797	24,038	3,455	406	693
IT Communications Equipment [318(i)]	105,796			22,663	33,704	83,133	72,092	534	3,228
IT Equipment [329(vii)]	38,021			5,010	11,914	33,011	26,107	428	1,201
Land Purchase	1,848,929			259,907	584,038	1,589,022	1,264,891	7,978	58,886
Civic Building - Tuckey Room Extension	500,167			16,655	42,021	483,512	458,146	6,195	18,195
	29,682,151	0	5,550,000	2,848,007	5,630,871	26,834,144	29,601,280	250,453	1,029,460
Total	29,682,151	0	5,550,000	2,848,007	5,630,871	26,834,144	29,601,280	250,453	1,029,460

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019

FINANCING ACTIVITIES
NOTE 6
BORROWINGS

Repayments - Borrowings

Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Current borrowings	5,630,871		5,550,000	2,848,007	5,630,871	2,112,698	5,630,871	250,453	1,029,460
Non-current borrowings	24,051,280					24,721,446	23,970,409		
	29,682,151					26,834,144	29,601,280		

All debenture repayments were financed by general purpose revenue.

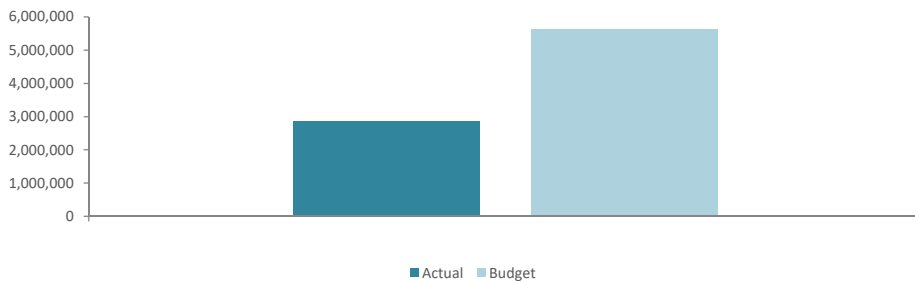
Unspent Borrowings

The City has no unspent debenture funds as at 30th June 2019, nor is it expected to have unspent funds as at 30th June 2020.

KEY INFORMATION

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs. After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

2019/20 Principal Repayments



Principal Repayments

\$2,848,007

Interest Expense

\$250,453

Loans Due

\$26.83 M

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

NOTE 7

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Financial Assistance Grant - General Purpose	845,000		845,000	446,222
Financial Assistance Grant - Local Roads	670,000		670,000	306,870
Law, order, public safety				
ADF Grant - Alcohol and Drug Foundation	40,000		40,000	28,040
Healthways Grant	0		0	9,750
Operating Grant SES	38,816		38,816	12,939
Operating Grant Southern Districts Fire Brigade	24,624		24,624	8,376
DFES Bushfire Mitigation Funding	0		292,850	146,425
Lifeguard Service Funding	100,000		100,000	0
Education and welfare				
Waterwise Verge Grant	10,000		10,000	10,000
NAIDOC	3,000		3,000	0
International Disability Day Grant	1,000		1,000	0
Lighthouse Project (Local Governments Professionals)	0		0	10,000
Mental Health Initiatives (WA Primary Health Alliance	0		75,000	37,500
Digital Springboard Grant	0		0	2,941
BeConnected Grant - Mandurah Library	0		0	2,000
Get Online Week - Mandurah Library	0		0	1,500
BeConnected Grant - Falcon Library	0		0	2,000
Get Online Week - Falcon Library	0		0	1,500
BeConnected Grant - Lakelands Library	0		0	2,000
Get Online Week - Lakelands Library	0		0	1,500
Recreation and culture				
Stretch Festival Grant WA Health Promotion Grant	15,000		15,000	0
Wearable Art Grant WA Healthy Promotions	58,226		58,226	0
Gnoonie Youth Football Cup 2019	1,000		1,000	2,000
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,750		8,750	10,000
Lotterywest (Christmas Pageant)	10,000		10,000	10,000
Crabfest Sponsorship	139,992		139,992	10,000
Every Club Funding	20,000		20,000	20,000
	2,022,908	0	2,390,758	1,081,563
TOTALS	2,022,908	0	2,390,758	1,081,563

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Shark Mitigation Project	200,000	(200,000)	0	0
Recreation and culture				
Eastern Foreshore South Precinct	2,250,000	0	2,250,000	1,000,000
Western Foreshore Recreation Precinct	2,750,000	0	2,750,000	0
Tuart Av Community Kitchen Retrofit	99,000	0	99,000	0
Marina Floating Public Jetty	128,339	0	128,339	128,340
Parkridge Boat Ramp	56,000	0	56,000	0
Falcon Skate Park Upgrade	200,000	0	200,000	0
Lakelands DOS Clubroom Facility	150,000	0	150,000	0
Lakelands DOS Clubroom Facility	60,000	0	60,000	0
Lakelands DOS	975,000	0	975,000	650,000
Transport				
RC Dower Street	500,000	0	500,000	400,000
RC Peel Street	500,000	0	500,000	200,000
RC Pinjarra Road	500,000	0	500,000	200,000
RR Merrivale Street	360,000	0	360,000	360,000
RR Beacham Street	325,000	0	325,000	325,000
RR Thera Street	155,708	0	155,708	0
TM Wilderness Dr/Old Coast Rd	65,500	0	65,500	26,600
RS Esprit Parkway	125,000	0	125,000	125,000
RS Mississippi Drive	120,000	0	120,000	120,000
RS Watersun Drive	74,935	0	74,935	74,935
Dower Street	200,000	0	200,000	200,000
Lakes Rd	20,000	0	20,000	10,000
Other property and services				
Bush Fire Brigade	381,177	84,000	465,177	232,589
	10,195,659	(116,000)	10,079,659	4,052,464
Non-Operating Contributions				
Recreation and culture				
Port Bouvard Surf Life Saving Club	300,000	0	300,000	300,000
Fowler Reserve - Cricket Nets	1,000	0	1,000	0
Fowler Reserve - Cricket Nets	900	0	900	0
MARC Backboards	0	0	0	40,000
Transport				
PTA Bus Embayment - 27636	151,394	0	151,394	151,394
PTA Bus Embayment - 27635	109,370	0	109,370	109,370
	562,664	0	562,664	600,764
Total Non-operating grants, subsidies and contributions:	10,758,323	(116,000)	10,642,323	4,653,228

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**NOTE 9
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)

A positive number in the amended budget running balance represents an estimated closing surplus.

A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
Budget Adoption			Opening Surplus				(350,000)
Bush Fire Brigade	Adopted		Capital Expenses			(84,000)	(434,000)
Fire prevention Capital Grant	Adopted		Capital Revenue		84,000		(350,000)
Carryover Capital Expenditure Adjustment September Financial Report	Adopted		Capital Expenses		388,552		38,552
Carryover Capital Grant Funding Adjustment September Financial Report	Adopted		Capital Revenue			(200,000)	(161,448)
Carryover Capital Reserve Funding Adjustment September Financial Report	Adopted		Capital Revenue		441,767		280,319
Carryover Capital Loan Funding Adjustment September Financial Report	Adopted		Capital Revenue			(685,695)	(405,376)
Carryover CoM General Revenue Funding Adjustment September Financial Report	Adopted		Capital Revenue		55,376		(350,000)
WMC Tipping Shed Security Doors	Adopted		Capital Expenses			(60,000)	(410,000)
WMC Recovery Facility Hardstand: decreased	Adopted		Capital Expenses		60,000		(350,000)
Bushfire Mitigation Operating Grant	Adopted		Operating Revenue		292,850		(57,150)
Bushfire Mitigation Activity	Adopted		Operating Expenses			(292,850)	(350,000)
RS Aberdeen Close	Adopted		Capital Expenses		24,178		(325,822)
RS Aberdeen Cl/Balmoral Pde Intersection	Adopted		Capital Expenses			(10,122)	(335,944)
RS Achilles Place	Adopted		Capital Expenses			(16,869)	(352,813)
RS Aldgate St/Parkview St Intersection	Adopted		Capital Expenses		3,093		(349,720)
RS Beam Road	Adopted		Capital Expenses			(11,246)	(360,966)
RS Esprit Parkway	Adopted		Capital Expenses			(84,347)	(445,313)
RS Frankland Place	Adopted		Capital Expenses		15,180		(430,133)
RS Leighton Rd/Halls Head Pde	Adopted		Capital Expenses		51,171		(378,962)
RS Lord Hobart Dve/Addingham Blvd	Adopted		Capital Expenses		50,608		(328,354)
RS Mississippi Drive	Adopted		Capital Expenses			(22,492)	(350,846)
RS Peel St/Ormsby Tce Roundabout	Adopted		Capital Expenses		44,986		(305,860)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**NOTE 9
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)

A positive number in the amended budget running balance represents an estimated closing surplus.

A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
	RS Peelwood Parade	Adopted	Capital Expenses		14,902		(290,958)
	RS Peelwood Pde/Mahogany Dr	Adopted	Capital Expenses		2,812		(288,146)
	RS Watersun Drive	Adopted	Capital Expenses			(22,493)	(310,639)
	RS Yalgor Heights	Adopted	Capital Expenses			(39,361)	(350,000)
	SP Albermarle Close	Adopted	Capital Expenses			(13,907)	(363,907)
	SP Blakeley Street	Adopted	Capital Expenses			(10,357)	(374,264)
	SP Boileau Place	Adopted	Capital Expenses		3,271		(370,993)
	SP Dichondra Pass	Adopted	Capital Expenses			(9,269)	(380,262)
	SP Gillark Street	Adopted	Capital Expenses		9,000		(371,262)
	SP Janice Avenue	Adopted	Capital Expenses			(10,903)	(382,165)
	SP Jubata Gardens	Adopted	Capital Expenses		21,807		(360,358)
	SP Lefroy Street	Adopted	Capital Expenses			(9,269)	(369,627)
	SP Mandurah Road, Erskine	Adopted	Capital Expenses		22,352		(347,275)
	SP Oakwood Gate	Adopted	Capital Expenses			(8,723)	(355,998)
	SP Old Coast Road, Halls Head	Adopted	Capital Expenses		10,904		(345,094)
	SP Sunview Rise PAW	Adopted	Capital Expenses			(2,726)	(347,820)
	SP Swinton Place	Adopted	Capital Expenses			(2,180)	(350,000)
	Loan repayments - refinance	R0002540689	Capital Expenses			(672,910)	(1,022,910)
	Interest repayments - refinance	R0002540689	Operating Revenue		18,904		(1,004,006)
	Loan refinance opening surplus	R0002540689	Opening Surplus(Deficit)		654,006		(350,000)
0555.101024.3	Community Development Operating Grants		Operating Revenue		75,000		(275,000)
new project	Suicide Prevention Project		Operating Expenses			(75,000)	(350,000)
347810.9083.1	Contribution to MPAC		Operating Expenses			(80,000)	(430,000)
427810.9052.1	Financial Services subscriptions		Operating Expenses		20,000		(410,000)
428800.9000.0	Financial Accounting Salaries		Operating Expenses		60,000		(350,000)
	Mandurah Performing Arts Centre RVIF works Stage 3		Operating Expenses			(250,000)	(600,000)
	Transfer from Cultural Reserve		Capital Revenue		225,000		(375,000)
	Transfer from Building Reserve		Capital Revenue		25,000		(350,000)
				0	2,674,719	(2,674,719)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**NOTE 10
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

The following are for consideration for Council to approve as budget variations

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				(350,000)
							(350,000)
1632.750573.	MARC squash court roof drainage		Capital Expenses			(15,268)	(365,268)
1632.750416.	SL Peelwood Parade Reserve		Capital Expenses		15,268		(350,000)
1641.770011.	Replacement crane on T022 Patching Truck		Capital Expenses			(9,680)	(359,680)
1641.770011.	ERS Turbo Wash Parts Washer will not be replaced this financial year life of asset to be extended until 2021/22		Capital Expenses		20,858		(338,822)
455965.0756.97	Cityfleet Proceeds of Sale		Capital Revenue			(1,710)	(340,532)
1641.770011.	Civic Building – Tuckey Room		Capital Expenses		120,000		(220,532)
1641.770011.	Geogrup Boardwalk		Capital Expenses			(60,000)	(280,532)
1641.770011.	Council Chamber Furniture		Capital Expenses			(20,000)	(300,532)
1641.770011.	MARC Systems Integration		Capital Expenses			(40,000)	(340,532)
1632.750578.	CSRFF program		Capital Expenses		85,000		(255,532)
359915.0070.60	CSRFF Funding - Non Operating Grant		Capital Revenue		50,000		(205,532)
9645.140512.10058.10	Community facility Planning - Design		Operating Expenses		10,000		(195,532)
1632.750516.	Change Rooms Upgrade Program		Capital Expenses			(145,000)	(340,532)
				0	301,126	(291,658)	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 NOVEMBER 2019**

**NOTE 11
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2019-20 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Rates	(361,777)	(0.45%)		
Operating grants, subsidies and contributions	130,172	13.68%	▲ Timing	Emergency Management Grant received earlier
Fees and charges	663,013	3.64%		
Interest earnings	(123,831)	(13.24%)	▼ Permanent	Due to lower interest rates on TD, later budget adoption and allocation of surplus funds to loans offset.
Other revenue	514,331	146.27%	▲ Permanent	Reimbursement of MV claim & leased costs
Profit on disposal of assets	0	0.00%		
Expenditure from operating activities				
Employee costs	765,766	3.84%	▲ Timing	Variance due to number of vacancies and new staff been employed later then expected.
Materials and contracts	3,990,768	20.54%	▲ Timing	Seasonal expenditure for cityparks and cityworks. Delay in budget adoption has resulted in projects not starting when expected
Utility charges	68,693	4.73%		
Depreciation on non-current assets	(527,695)	(4.21%)		
Interest expenses	186,707	42.71%	▲ Permanent	Savings due to allocation of excess funds to loan offset.
Insurance expenses	68,024	16.14%	▲ Timing	timing of insurance payments
Other expenditure	(12,557)	(15.07%)	▼ Timing	timing of loss on sale of assets
Loss on disposal of assets	0	0.00%		
Investing Activities				
Non-operating Grants, Subsidies and Contributions	(107,617)	(2.26%)		
Capital Acquisitions	8,604,814	50.14%	▲ Timing	refer to note 4
Financing Activities				
Proceeds from new debentures	0	0.00%		
Proceeds from self-supporting loans	0	0.00%		
Transfer from reserves	0	0.00%		
Payments for self supporting loans	0	0.00%		
Repayment of debentures	(501,811)	(21.39%)	▼ Timing	Timing due to increase in repayments through offset facility. Delay in refinance of loans
Transfer to reserves	0	0.00%		

2 **SUBJECT:** Proposed Modifications to Conditions of Current Approval:
 'The Cut Tavern', Lot 1926 Rod Court, Dawesville
CONTACT OFFICER: Ben Dreckow
AUTHOR: Danni Briggs
FILE NO: DA9021-3 / R0002636709

Summary

Council is requested to consider a development application for proposed modifications to the conditions of a current approval for a Tavern at the subject site.

Approval was granted for the change of use to a Tavern in June 2018. During assessment of the original application, it was considered that management conditions should be implemented to ensure that the premises would operate in a similar manner to a restaurant. These conditions are important to minimise potential impacts on neighbouring properties and the amenity of the locality given its relatively isolated location with respect to surrounding non-residential properties.

The applicant is seeking permission to use the alfresco area from 10pm until close (midnight) and to permit live acoustic music within the space. The applicant is also requesting that the condition requiring crowd controllers on Friday and Saturday nights be removed and security be provided on a case-by-case basis (i.e. major events or functions).

The proposal was advertised to approximately 76 landowners representing a 150m radius of the site with 16 submissions being received. In addition, Council received a petition at the November meeting (G.9/11/19) containing 46 signatures. Key comments raised relate to noise, antisocial behaviour, security, parking and compliance with current conditions.

The existing conditions are considered appropriate for a tavern located in a residential area and are important harm minimisation measures. Amending/removing some of these conditions could have a detrimental impact on the amenity of surrounding properties, and therefore it is recommended that Council refuse the proposed amendments.

Disclosure of Interest

Nil

Location



Property Details:

Applicant:	Kelly Brown
Owner:	Cuisine Pty Ltd
Scheme No 3 Zoning:	Commercial
Peel Region Scheme Zoning:	Urban
Lot Size:	1960m ²
Topography:	Significant slope downwards from the north east to south west
Land Use:	Tavern

Previous Relevant Documentation

- G.8/6/18 26 June 2018 Council granted approval for the change of use to a Tavern, subject to conditions.

Background

The subject building was originally approved as a restaurant with a separate toilet block and caretaker's dwelling. In 1996, approval was granted for the café and alfresco addition. The premises has previously been occupied by The Pines Restaurant and the Jolly Frog Restaurant.

In June 2018, Council granted approval for a change of use from a Restaurant to a Tavern. The approval was subject to various conditions imposed to control the potential impact on the amenity of the locality.

In November 2018, the applicants submitted an application for amendments to the previous approval. The proposal sought to amend conditions relating to:

- operating hours;
- playing of live music;
- use of the alfresco area; and
- requirement for crowd controllers.

This application included an amended acoustic report in support of the proposed changes. The City determined to grant approval to permit the use of the main building for live bands and DJ's until closing (midnight) and amended the alfresco hours to allow the space to be used during breakfast (*refer Attachment 1*). The City did not support amendments to the remaining conditions as the recommendations of the acoustic report could not be implemented and it was determined that these restrictions were important in maintaining the amenity of the area.

Comment

Proposal

A further application has been received that proposes to amend a number of conditions of the existing tavern approval relating to the:

- use of the alfresco area after 10pm and;
- the requirement for crowd controllers.

The relevant conditions are as follows:

- 5.7 *The inside area of the building is the only area approved for live bands or DJ music. No live bands or DJ music is to occur in the Alfresco area at any time.*
- 5.9 *After 10:00pm, external speakers shall be switched off and are to remain off until 8:30am the following day.*

- 5.11 *The Alfresco area is not to be used by patrons for any purpose between the hours of 10:00pm – 8:30 am Monday to Sunday.*
- 5.12 *Signage is to be provided identifying that the alfresco area is closed between the hours of 10:00pm – 8:30am Monday to Sunday.*
- 5.14 *The number of Crowd controllers must be provided in accordance with the requirements of the Department of Local Government, Sport and Cultural Industries and be present until 1 hour after trading ceases each Friday and Saturday night and each Sunday that proceeds a Monday long weekend.*

The applicant is seeking permission to use the alfresco area from 10pm until close (midnight) and to permit live acoustic music within this space. The area would also be able to be utilised by private functions.

In regards to crowd controllers, the applicant is requesting that this condition be removed and security be provided on a case-by-case basis (i.e. major events). The applicant has suggested that the situation could be reviewed every twelve months.

To achieve the requested changes, the wording of condition 5.7 would be amended and conditions 5.9, 5.11, 5.12 and 5.14 deleted.

The Officers assessment of these requested changes are as follows:

Alfresco

During consultation for the original application, numerous concerns were raised in regards to noise emanating from the outdoor alfresco area. Given the concerns and due to the close proximity of the tavern site to residential properties, Council's determination of the application resulted in restricting the use of the alfresco area in relation to live music and hours of use.

Since the original application, the applicant has submitted an amended acoustic report which suggests that amplified music within the alfresco area can achieve compliance with the *Environmental Protection (Noise) Regulations 1997*, subject to various recommendations being implemented.

Despite this amended report, there is still significant concern in relation to the use of the alfresco area after 10pm given the sensitivity of the area.

The location is uniquely located within a residential area and was intended to be a relaxed and casual food focused venue. A tavern is a discretionary land use in this location and approval was granted on the basis that conditions could be imposed to ensure that the business would operate in a similar manner to a restaurant. The use of the alfresco area after 10pm is considered inappropriate for a residential area and would be contrary to the amenity of the neighbouring properties.

Whilst it is not suggested that the acoustic report is incorrect, the alfresco has gaps to allow for air flow and therefore some level of music and/or patron noise would likely be heard from the surrounding residential properties (closest dwelling is located 30m from the alfresco). This may be acceptable within a mixed-use or city centre precinct, however noise after 10pm on a daily basis should not need to be tolerated in a residential area. It is also evident within the submissions received that even under the existing restrictions, The Cut Tavern has had an impact on the area in terms of noise.

As such, relaxing the conditions relating to the use of the alfresco area would not be conducive to protecting the amenity of the surrounding residential properties.

Crowd Controllers

Other major concerns raised during consultation, both when the original change of use application was considered and again through the advertising of the proposed amendments, were relating to security and antisocial behaviour, particularly within the car park at closing time.

Council's approval included a condition requiring crowd controllers to be present until one hour after trading ceases each Friday and Saturday night and each Sunday that proceeds a Monday long weekend. Given the close proximity to residential properties, this requirement was considered necessary to prevent loitering and antisocial behaviour outside the tavern, particularly after closing. This was a key point of discussion when Council considered the original proposal.

The applicant has stated that the average patron numbers at the tavern do not justify the cost of providing security and that there have been no issues with security and/or antisocial behaviour since opening. While it is acknowledged the condition requires crowd controllers at times where the size of the crowd and the length of stay may not warrant it, largely, it is the crowd controller industry standards that contribute to the additional costs involved. That is, the crowd controller industry standard requires a shift of a minimum of three hours and requires crowd controller in pairs. Ideally, for both the applicant and the City, if a crowd controller could be in attendance for just the period of time where people are leaving the establishment (for one hour after closing) the condition could remain at a reduced financial impact on the proprietors.

It should be noted that development approvals and associated conditions run with the land and need to be determined based on the land use and not a specific business model. Whilst The Cut Tavern may not consistently achieve high numbers on weekends at present, the City must ensure appropriate provisions are in place for future tavern operators. It could also be argued that the absence of incidents at The Cut Tavern since opening may be the result of successful implementation of security related conditions.

The City has considered alternative options for security, for example having a requirement for crowd controllers based on minimum patron numbers. However, based on discussions with the applicant and the Department of Racing, Gaming and Liquor, it was determined that this would be difficult to manage and enforce. That is, requiring security during specific pre-determined times as a minimum provides liquor enforcement officers clear and certain parameters and it is considered to provide greater comfort to the surrounding residents.

Due to the nature of a tavern, there is a higher risk that patrons could cause disturbance to the surrounding residential areas. Therefore, it is considered important to implement preventative measures and this is considered to have been achieved via the existing conditions.

The condition relating to security and crowd control refers to the requirements of the Department of Local Government, Sport and Cultural Industries (DLGSCI). The DLGSCI Safety and Security at Licensed Premises Policy provides the standard and requirements for which licenced venues (of all types) abide. The Policy applies a general rule that permanent venues which seek to trade after 1am must have two licenced crowd controllers for the first 100 patrons and then 1 per 100 or part thereof beyond that. The Policy does suggest that for all other license types, the provision of security and crowd control should be assessed on a case by case basis and may be met through a combination of licensed crowd controllers, licensed security officers, approved managers or responsible service of alcohol (RSA) marshals.

The conditions attached to the Liquor License for The Cut Tavern, by the Department of Racing Gaming and Liquor (RGL), specifically require two licensed controllers, however, it is open to the proprietors to seek a change to the liquor license conditions. The City would have the opportunity to review the alternative solution and provide comment back to RGL. The modification to the liquor license conditions would not require any change the current condition as it stands.

Options for Current Application

When making a determination on this application, Council has three options:

Option 1 – Retention of existing conditions

Determine that the current conditions are important in maintaining the amenity of the surrounding residential area and refuse to grant amendments.

Option 2 – Partial amendment

Amend the conditions to provide additional flexibility for the tavern operators, however, require that additional management plans be prepared in relation to noise mitigation methods and alternative security options.

Option 3 – Support applicant's request

Determine that the proposed amendments are acceptable and issue an approval for the application (amend condition 5.7 and delete conditions 5.9, 5.11, 5.12 and 5.14).

As outlined in the sections above, it is considered that current conditions are suitable for a tavern in a residential area and are crucial to protect the amenity of surrounding properties. As such, option 1 is recommended.

Consultation

The application was advertised to approximately 76 surrounding landowners, within a 150m radius of the subject site. 16 submissions were received which have been summarised and responded to in the Schedule of Submissions (refer **Attachment 2**).

Some of the submissions received were in support of the removal of the conditions, while those who raised concerns cited the following reasons:

- Noise;
- Security;
- Antisocial behaviour;
- Traffic and parking; and
- Compliance with current conditions.

Statutory Environment

- Planning and Development Act 2005;
- Planning and Development (Local Planning Schemes) Regulations ("Deemed Provisions");
- Peel Region Scheme; and
- Town Planning Scheme No. 3.

Under Clause 77 of the Deemed Provisions for Local Planning Schemes, an owner, in respect to land where a development approval has been granted, may request to amend or delete any conditions that apply to the approval; and in doing so, an application is assessed in the same manner as a new application for development approval (which includes the option to advertise the application).

Any decision to refuse to amend a development approval made for under Clause 77 provides the opportunity for an application to seek a review to the State Administrative Tribunal.

Policy Implications

The City's Alcohol Management Policy advises that the City is committed to encouraging a vibrant night time economy and actively minimising alcohol related harm through supporting safer environments for drinking, managing the physical availability of alcohol, and through environmental design and planning that supports low risk consumption.

A summary of key points relevant to this application include:

- The City will promote an appropriate mix of land use that will prevent licensed premises having an unreasonable impact on the health, wellbeing, amenity and safety of the community.
- The City will consider the cumulative impact of licensed premises within any precinct prior to providing any approval or support for an application.
- The City will actively encourage the availability of substantial food at all liquor licensed venues and events to promote a food based focus. The availability of substantial food will be requested for hotels and taverns over 120 patrons.
- Actively encourage the availability of seating for patrons at all liquor venues as the preferred drinking environment. It will be requested that all hotels and taverns over 120 patrons provide seating for a minimum of 75% of patrons excepting one off events.

Given the nature of this venue, the original conditions of approval included providing substantial meals, and other appropriate management conditions that serve as harm minimisation measures, the City considered the original application met these objectives. The proposed modifications to allow for increased external activity and reduction of crowd controllers are considered contrary to this policy.

It is relevant to note that the City's Alcohol Management Policy is not a Local Planning Policy adopted under the Scheme, and therefore in the event of an review being lodged with the SAT it is considered to have limited application.

Economic Implications

The proposal impacts a local business which contributes to the local economy.

Risk Analysis

Should Council determine to refuse the application, the applicant may appeal the decision to the State Administrative Tribunal.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Help build our community's confidence in Mandurah as a safe and secure city.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Identity:

- Encourage active community participation and engagement.

Conclusion

Council is requested to consider a development application for amendments to the conditions of the tavern approval granted in June 2018 at the subject site.

The applicant is seeking permission to use the alfresco area from 10pm until close (midnight) and to permit live acoustic music within the space. The applicant is also requesting that the condition requiring crowd controllers be removed and security be provided on a case-by-case basis (i.e. major events). 16 submissions and a petition containing 46 signatures were received in regards to the proposed

amendments, with key comments relating to noise, antisocial behaviour, security, parking and compliance with current conditions.

The existing conditions are considered appropriate for a tavern located in a residential area and essential to minimise disturbance. The existing conditions have contributed to a minimal disturbance to residents in the area. Amending/removing some of these conditions could have a detrimental impact on the amenity of surrounding properties, and therefore it is recommended that Council refuse the proposed amendments.

NOTE:

- Refer ***Attachment 1 Development Approval dated 26 June 2018***
Attachment 2 Schedule of Submissions

RECOMMENDATION

That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, that the application for proposed Amendments to Previous Approval (DA9021-3) at Lot 1926, No 8 Rod Court, Wannanup be refused for the following reasons:

- 1. The proposed amendments would have a detrimental impact on the amenity of surrounding residential properties as a result of potential noise from the alfresco area and disturbances caused by loitering and antisocial behaviour, as referenced in clause 67(g) of the deemed provisions;**
- 2. The proposed amendments would be incompatible with its proposed setting and the relationship of the proposal to development on adjoining land as referenced in clause 67(m) of the deemed provisions; and**
- 3. The proposed amendments would be contrary to the orderly and proper planning of the locality.**

Planning and Development Act 2005

Notice of Determination of Application for Development Approval



Location: Lot 1926, No 8 Rod Court WANNANUP

Application No: 9021

Received on: 14/11/2018

Applicant: K L Brown

Name of Owner: Cuisine Pty Ltd

Description of Proposed Development: Amendments to Previous Approval

The application for development approval is:

- ☒ Approved subject to the following conditions
- ☐ Refused for the following reason(s)

Conditions:

- 1 Prior to the commencement of the use, the vehicle parking, manoeuvring and circulation areas shall be marked (including loading and disabled bays), and thereafter maintained to the specification and satisfaction of the City of Mandurah. All uncovered car parking bays to be in accordance with Australian Standard AS2890.1. Any bays adjacent to kerbs or for those bays that are to be used for disabled parking, shall be in accordance with Australian Standards AS1428.1.
- 2 The Waste Management Plan dated February 2018 shall be implemented at all times to the satisfaction of the City of Mandurah.
- 3 The operation of the premises being carried out in accordance with the Harm Minimization Plan and Change of Use Application Report dated February 2018 to the satisfaction of the City of Mandurah.
- 4 All glazing within the premises is to achieve a minimum rating of $R_w + C_{tr}$ 34dB, in accordance with the Environmental Noise Assessment dated 21 February 2018.
- 5 Unless otherwise agreed in writing by the City of Mandurah, the following measures shall be taken to ensure that the proposed operation does not adversely affect the amenity of the neighbourhood:
 - 5.1 The maximum number of patrons shall be 300 at any one time, subject to compliance with the Health (Public Buildings) Regulations 1992 Maximum Accommodation Certificate and whichever is the lesser amount.
 - 5.2 Seating must be provided for a minimum 75% of the approved maximum accommodation number granted under the Health (Public Buildings) Regulations 1992 (equates to 225 seats) except for one-off events in accordance with the City's Alcohol Management Policy AOP-PBH 04.

Opening Hours

- 5.3 Trading Hours shall be limited from 8:30am until midnight Monday to Sunday.
- 5.4 Substantial meals must be available to patrons at all times of trade.

Noise / Music

- 5.5 Amplified noise at the premises shall be conducted through a sound limiting device that is locked at all times except for inspection or maintenance work on the device. Access to the sound limiting device, except for maintenance work, is restricted to the licensee, nominee and the person in charge of the premises at any time. The sound limiting device is to be set no higher than 75dB(A) at 1 metre from the source.
- 5.6 The sound system must be capable of isolating individual areas.
- 5.7 The inside area of the building is the only area approved for live bands or DJ music. No live bands or DJ music is to occur in the Alfresco area at any time.
- 5.8 All doors and windows to the inside area shall be closed during high levels of music such as when a DJ or live band is in operation.
- 5.9 After 10:00pm, external speakers shall be switched off and are to remain off until 8:30am the following day.
- 5.10 All external doors (including Exit from Western Deck area going into Alfresco), to be fitted with automatic door closers and must not be obstructed or fixed in the open position.

Alfresco Usage

- 5.11 The Alfresco area is not to be used by patrons for any purpose between the hours of 10:00pm – 8:30 am Monday to Sunday.
- 5.12 Signage is to be provided identifying that the alfresco area is closed between the hours of 10:00pm – 8:30am Monday to Sunday.

Waste Collection and Deliveries

- 5.13 Delivery vehicles, forklifts and waste vehicles must only enter the site or be operated on or adjacent to the site between 7:00am and 7:00pm Monday to Saturday; and 9:00am and 7:00pm on Sundays or Public Holidays. All vehicles must have their engine turned off during loading and unloading of goods/waste associated with the use of the site to the satisfaction of the City of Mandurah.

Security

- 5.14 The number of Crowd controllers must be provided in accordance with the requirements of the Department of Local Government, Sport and Cultural Industries and be present until 1 hour after trading ceases each Friday and Saturday night and each Sunday that proceeds a Monday long weekend.

- 6 Within 3 months of occupancy, a verification assessment is required to be submitted to and approved in writing by the City of Mandurah. The verification assessment must ascertain the noise levels of the venue during high patron numbers, when live entertainment or significant music amplification is in operation and must include an assessment of the mechanical plant. A suitably qualified acoustic consultant must undertake the verification assessment and prepare a report confirming compliance or provide recommendations detailing measures to be taken to ensure the venue complies with the Environmental Protection (Noise) Regulations 1997). Any recommendations must thereafter be implemented to the satisfaction of the City of Mandurah.
- 7 Prior to the commencement of the use, the applicant / operator shall demonstrate their right to access at the car parks contained on Lot 222 and Lot 223 to the satisfaction of the City of Mandurah. This right to access may be via a legal agreement, lease or amalgamation and registered on the Certificate of Titles of Lot 222 and Lot 223 to the satisfaction of the City of Mandurah.

Advice Notes:


1. Signage must be in accordance with the City's Local Planning Policy No 2 – Signage, unless otherwise approved.
2. A Building Permit and Occupancy Permit may be required to ensure compliance with the Building Code of Australia. It is recommended that the applicant obtain advice from a private Building Surveyor.
3. In addition to planning and building requirements, the Tavern shall comply with the Health (Public Buildings) Regulations 1992 and Food Act 2008.
4. The applicant is advised, that notwithstanding Condition 5.3, additional restrictions on the serving of liquor may form part of the Liquor Licence issued by the Department of Local Government, Sport and Cultural Industries (Racing, Gaming and Liquor).

Date of Determination: 24 December 2018

- Note 1:** If the development the subject of this approval is not substantially commenced within a period of 2 years, or another period specified in the approval after the date of the determination, the approval will lapse and be of no further effect.
- Note 2:** Where an approval has so lapsed, no development must be carried out without the further approval of the local government having first been sought and obtained
- Note 3:** If an applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of the determination.

Signed:

Dated:



 for and on behalf of the City of Mandurah.

24 December 2018

ATTACHMENT 2

Owner / Address	Submission (Summarised comments)	Comment
1. P Andrews Captain Court Wannanup	<p>a. Notes the following issues since the tavern has opened:</p> <ul style="list-style-type: none"> • Traffic and parking issues on Captain Court; and • Increases in crime (theft) and disorderly behaviour. <p>b. Opposes the changes to the alfresco area and outdoor music. Concerned that there isn't much by way of a noise barrier between the tavern and properties and it would impact the tranquillity of the area. 'Acoustic' music is vague and can be extremely loud with microphones, drums and amplified speakers.</p> <p>c. No concerns regarding the provision of security at the tavern.</p>	<p>a. Noted.</p> <p>b. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p> <p>c. Noted.</p>
2. A Wenlock Princeton Drive Wannanup	<p>Opposes the amendments to conditions relating to the alfresco area and notes the following:</p> <p>a. Currently the tavern is ignoring conditions and there have been numerous complaints regarding excessive noise at 11pm.</p> <p>b. The details of the original application stated that this would be a fine dining restaurant catered to mature aged residents, however this has not been the case.</p>	<p>a. The City has not received any noise complaints relating to the subject site in the past two years. Noise complaints received are investigated and actioned.</p> <p>b. Noted.</p>
3. M & S Coates Captain Court Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. The increased noise would be disruptive to the peaceful lifestyle. The noise from crowds and music will be intolerable late in the evening.</p> <p>b. Notes the following issues since the tavern has opened:</p> <ul style="list-style-type: none"> • Thefts in the area; • Traffic and parking issues; and • Loud arguing in the carpark and cars speeding off 	<p>a. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p> <p>b. Noted.</p>

	<p>c. Drunk and disorderly patrons wandering the residential areas would impact the quiet and peaceful neighbourhood.</p> <p>d. It is noted that there is no camera surveillance in the bottom carpark, which should be necessary.</p>	<p>c. Concerns regarding impacts of antisocial behaviour have been noted and reflected in the recommendation.</p> <p>d. Noted.</p>
4. R Thomson Gold Ridge Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. Any changes would alter the amenity of the residents in the locality.</p> <p>b. Road safety also needs to be considered as changing the conditions may contribute to a serious road crash.</p>	<p>a. Concerns regarding impacts to amenity have been noted and reflected in the recommendation.</p> <p>b. Noted.</p>
5. J Brown Captain Court Wannanup	<p>a. Supports the proposed changes.</p>	<p>a. Noted.</p>
6. L & R Sands Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. Existing 10pm deadline for music is adequate for a residential area. Currently, the music from the venue can be heard and residents should have the right for 'quiet enjoyment' of their property after 10pm, at the very least.</p> <p>b. There are currently rowdy, intoxicated pedestrians walking past the residential properties which would tend to increase if hours are amended and security decreased.</p>	<p>a. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p> <p>b. Concerns regarding impacts of antisocial behaviour have been noted and reflected in the recommendation.</p>
7. T Linkhorn Princeton Drive Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. There are currently loud motorcyclists and cars at all hours.</p> <p>b. Allowing an open air concert at all hours in a residential cannot be justified.</p>	<p>a. Noted.</p> <p>b. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p>
8. R & M Carter Captain Court Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. Since the tavern was approved, there have been parking and security issues, with drunk and disorderly patrons wandering the streets. If condition 5.14 (crowd controllers) was amended, these</p>	<p>a. Concerns regarding impacts of antisocial behaviour have been noted and reflected in the recommendation.</p>

	<p>issues would worsen. Security should be increased, not lessened.</p> <p>b. Strongly object to the alfresco being used after 10pm, especially if music was permitted to be played. The current music is very loud and there is no insulation or sound proofing. Further noise from the alfresco would be detrimental to residents.</p> <p>c. There are currently noise issues with patrons leaving the tavern or functions, especially loud motor bikes.</p>	<p>b. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p> <p>c. Noted.</p>
9. V Biffen Wannanup	<p>a. Agree to the proposed changes, however after midnight there should be limits on the acoustic decibels.</p> <p>b. There are currently issues with broken glass outside that needs to be rectified.</p>	<p>a. Noted.</p> <p>b. Noted.</p>
10. G Worrall Captain Court Wannanup	<p>a. Oppose the proposed changes. Would be supportive of using the alfresco between 10pm and midnight on weekends, however would not want this every day.</p>	<p>a. Noted.</p>
11. J & L Allen Wannanup	<p>Objects to the proposed amendments and notes the following:</p> <p>a. During the original application, it was promised that music would not be played in the alfresco area and that the tavern would be marketed as a family friendly restaurant.</p> <p>b. Music in the alfresco after 10pm would be unbearable for neighbouring properties. There have been several occasions where noise complaints have been made to the tavern, particularly due to functions. This would be exacerbated if permission was granted to allow music in the alfresco area.</p> <p>c. There are currently noise issues with patrons congregating outside and loud motor bikes.</p> <p>d. If the changes are approved, this would set a precedent for future tavern licensees.</p>	<p>a. Noted.</p> <p>b. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p> <p>c. Noted.</p> <p>d. Noted. The assessment is based on the land use to ensure it is suitable for future tavern operators at the site.</p>

<p>12. R Ingham Gold Ridge, Wannanup</p>	<p>a. Would be supportive of allowing the alfresco to be used up to 10:30pm Sunday to Thursday and 11pm on Friday and Saturday. However, do not support music being played in the alfresco area as this can be open to broad interpretation and would be difficult to police.</p> <p>b. Support amending the condition relating to crowd controllers as there are no evident issues of anti-social behaviour by tavern patrons.</p>	<p>a. Noted.</p> <p>b. Noted.</p>
<p>13. B Lewis Captain Court, Wannanup</p>	<p>Objects to the proposed amendments and notes the following:</p> <p>a. Notes the following issues since the tavern has opened:</p> <ul style="list-style-type: none"> • Noise issues, including revving engines throughout the afternoons and burnouts when leaving; • Current conditions not being complied with, for example benches have been installed outside the building; • Traffic issues, with many motorcyclists using Captain Court as a through road, ignoring barriers; and • Increased theft and property damage. <p>b. Due to the issues, security should not be decreased.</p>	<p>a. Noted.</p> <p>b. Concerns regarding security have been noted and reflected in the recommendation.</p>
<p>14. J Ingham Wannanup</p>	<p>Opposes the amendments to conditions relating to the alfresco area and notes the following:</p> <p>a. This was an original concern during the original application and changes would negatively impact resident's lifestyle. Music can currently be heard from inside the tavern and the impacts would be increased if music was allowed to be played in the alfresco area.</p>	<p>a. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p>
<p>15. D Harrop Wannanup</p>	<p>Objects to the proposed amendments and notes the following:</p> <p>a. Concerns regarding the impact on amenity of the area, parking, noise and anti-social behaviour should the conditions be removed.</p>	<p>a. Concerns have been noted and reflected in the recommendation.</p>

	<p>b. The car park is notorious for crime and anti-social behaviour and removing the requirement for a security guard will be detrimental to the community living in close proximity.</p> <p>c. Notes the following issues since the tavern has opened:</p> <ul style="list-style-type: none"> • Increase in anti-social behaviour and burnouts at closing time; • Noise issues with drunk patrons leaving the tavern at closing time; and • Tavern owners posting inappropriate comments on social media showing little regard for the local community. <p>d. The tavern was originally marketed as a family-friendly food-based venue during the original application however appears to be more focused on alcohol and gambling (TAB). This is evident in the advertisements. The owners are now wanting to change the business model to focus on alcohol and live music however this should not be supported in a residential area.</p> <p>e. When The Cut Tavern first proposed to operate in this venue, both the City and the local councillors worked hard with the owners to establish conditions that would allow the owners to operate a successful business, and for the community to continue to enjoy living in such a wonderful community and location.</p> <p>f. There are other venues in the region that face similar conditions and operate as successful family friendly venues. For instance, Cobblers and The Pen have similar conditions requiring security on a Friday and Saturday night.</p> <p>g. The current conditions serve to protect the community and allow the tavern to operate successfully. Amending these conditions would have a serious impact on the residents who live in close proximity and a negative effect on the community.</p>	<p>b. Concerns regarding security have been noted and reflected in the recommendation.</p> <p>c. Noted.</p> <p>d. Concerns have been noted and reflected in the recommendation.</p> <p>e. Noted.</p> <p>f. Noted.</p> <p>g. Concerns have been noted and reflected in the recommendation.</p>
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<p>16. D Wat Wannanup</p>	<p>a. Objects to the proposed changes, as the restrictions are necessary to minimum disturbances to nearby residents and ensure the safety of the neighbourhood.</p> <p>b. Since the tavern opened, there has been an increase of noise in the neighbourhood and this will worsen if the proposed amendments are approved.</p>	<p>a. Concerns regarding security have been noted and reflected in the recommendation.</p> <p>b. Concerns regarding noise impacts have been noted and reflected in the recommendation.</p>
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3 SUBJECT: Modifications to Approved Structure Plan
Lot 1005 Princeton Drive, Wannanup
CONTACT OFFICER: Ben Dreckow
AUTHOR: Tom Foulds
FILE NO: LSP90-2 / R0002596192

Summary

Council is requested to consider modifications to a Local Structure Plan for Lot 1005, No 17 Princeton Drive, Wannanup. The Structure Plan provides for residential development at a density of R40.

The current Structure Plan was approved in 2008 identifying the subject lot as eight multiple dwellings at a height of three storeys adjacent to the northern boundary, and single storey garages being adjacent to the southern boundary.

The modified Structure Plan seeks to remove the reference to multiple dwelling development that applies to a portion of the Structure Plan area, and identify the area as Residential R40 in order to broaden the development potential of the site. Future development of the site would be subject to the approval of a Local Development Plan to outline the interface to the adjoining public open space and/or development approval as per the Residential Design Codes.

The Structure Plan was advertised for a period of 28 days with three submissions being received from residential landowners and two submissions from government agencies.

The approval of a Structure Plan requires that a local government report including any recommendations is required to be submitted to the WAPC. It is recommended that Council provide this report to the WAPC outlining that the proposed modifications to the approved Structure Plan should be approved.

Disclosure of Interest

Nil

Location



Property Details:

Applicant:	Urbanista Town Planning
Owner:	Grecko Pty Ltd
Scheme No 3 Zoning:	Urban Development
Peel Region Scheme Zoning:	Urban
Lot Size:	2,007 square metres
Topography:	15m AHD and 17.5m AHD
Land Use:	Existing Dwelling

Previous Relevant Documentation

- G.26/2/08 19 February 2008 Council granted final approval of the Lot 1000 Princeton Drive Structure Plan.

Background

The Structure Plan area is 4,260 square metres. Residential properties to the south are developed at a density of R40, whilst properties to all other boundaries are developed at an R15-R20 density. Public open space directly abuts the site to the north, and has been developed to provide a pedestrian link.

The current Structure Plan (approved in 2008 and known then as an Outline Development Plan) comprises of two stages:

- Stage 1 (comprising of Lot 1006) has been subdivided into eight residential lots and is in the process of being developed with grouped dwellings.
- Stage 2 (comprising of Lot 1005) is yet to be developed and currently contains a dwelling, the development of the lot is dependent on the outcome of the subject proposal.



Comment

Proposal

The purpose of a Structure Plan is to provide a basis for zoning and residential density, and not to determine built form. Currently, the Structure Plan identifies the subject site as multiple dwelling development at a height of three storeys, which is inconsistent with the purpose of a Structure Plan (as identified by the “Deemed Provisions”).

The purpose of the proposal is to remove the reference to multiple dwelling development located on Stage 2, and identify the area as Residential R40 in order to broaden the development potential of the site. The application of an R40 density is consistent with Stage 1 of the current Structure Plan (which has been developed as eight lots) as well as residential properties to the south.

Additionally, the proposal includes updates to the format of the Structure Plan to reflect changes made by the *Planning and Development (Local Planning Schemes) Regulations 2015*. Primarily, this relates to the introduction of an "Implementation Section" which provides details and background on the provisions applicable.

Density

In terms of dwelling yield, the current Structure Plan identifies the development of eight multiple dwellings at a height of three storeys for Stage 2.

Applying an R40 density to Stage 2 facilitates the development of up to nine single/grouped dwellings, or alternatively the development of multiple dwellings (which is not assessed against a minimum lot size). The number of multiple dwellings permitted is controlled by plot ratio area which essentially provides a building footprint/envelope, and compliance with the provisions of the Residential Design Codes (i.e. parking, open space, setbacks, etc.).

The proposal is deemed to be consistent with the density approved via the current Structure Plan, however the proposal provides the flexibility to develop either single/grouped or multiple dwellings at height less than three storeys.

Local Development Plan and Built Form

The current Structure Plan identifies indicative building footprints which are subject to detailed assessment but locates three storey apartments adjacent to the public open space, and single storey garages adjacent to the southern boundary abutting properties on Gold Ridge. This indicative footprint is no longer consistent with the Structure Plan Framework, in that the purpose of a Structure Plan is not to detail the specific siting of development.

A Local Development Plan (LDP) will be required as either a condition of subdivision approval or development approval (whichever occurs first) to detail design provisions. All residential development is assessed against the provisions of the Residential Design Codes (R-Codes), therefore provisions sought through the LDP are required to either satisfy the R-Codes or be advertised to adjoining landowners.

An LDP applying to Stage 1 of the Structure Plan area was approved by the City in April 2008.

The proposed Structure Plan suggests that a LDP shall demonstrate and detail how the site will be developed and should include the following design elements:

- Fencing standards and any retaining;
- Vehicular and pedestrian access and parking;
- Interface with public open space and the public domain including the common access driveway;
- Patio and courtyard areas;

The Structure Plan also suggests that the LDP can include the following information:

- Streetscape and setback between lots;
- Separation between lots;
- Building orientation;
- Open space and landscaping;
- Noise control and noise abatement; and,
- Environmental efficiency.

The City will be required to assess and approve the LDP, which may involve consultation with adjoining landowners (subject to nature of development provisions being sought). Design elements not contained within the LDP are required to satisfy the standardised provisions of the R-Codes.

It is recommended that an LDP only be required should the site be subdivided and the nature of the subdivision requires this level of detail that cannot be achieved via detailed subdivision design elements (such as fencing provisions to the adjoining public open space) and the detailed dwelling approval. Should the site be developed as a whole and one development approval is required, it is considered that these elements can be assessed as part of this process and that the LDP is not adding value to the approval process.

Consultation

The modified Structure Plan was advertised directly to thirty-two landowners via letter/email, and was published on Mandurah Matters. Three submissions were received as well as responses from two external agencies, all of which have been summarised and responded to in the Schedule of Submissions.

Primarily, submissions were concerned with the future development of residential dwellings and the impact on surrounding properties. The Residential Design Codes provide development provisions for the following design concerns that have been raised by submitters and will be determined during the next stages of approval:

- Vehicular access and parking;
- Setback between properties;
- Building height;
- Overshadowing; and,
- Privacy.

The Residential Design Codes provide design controls for all residential development throughout Western Australia, and seek to facilitate residential development of appropriate design for the intended density and context.

Statutory Environment

The procedures for preparing and modifying a structure plan are prescribed by the Planning and Development (Local Planning Schemes) Regulations. The Local Government is required to forward a report to decision maker (being the WAPC).

Policy Implications

Nil

Economic Implications

The proposal seeks to provide for residential development.

Risk Analysis

N/A

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Listen to and engage with our community.

Conclusion

The modified Structure Plan seeks to remove the reference to multiple dwelling development which applies to a portion of the Structure Plan area, and identify the area as Residential R40 in order to broaden the development potential of the site. The Structure Plan suggests that future development of the site would be subject to the approval of a Local Development Plan which specifics development provisions, however it is recommended that the LDP only be required should the site be subject to future subdivision.

It is recommended that Council supports the proposal and forwards to the WAPC for approval.

NOTE:

- Refer ***Attachment 1*** ***Structure Plan – 17 Princeton Drive***
 Attachment 2 ***Schedule of Submissions***

RECOMMENDATION

Under Clause 20(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council provides this report to the Western Australian Planning Commission for the 17 Princeton Drive Structure Plan recommending that the Structure Plan be approved.



STRUCTURE PLAN MAP

17 PRINCETON DRIVE WANNANUP

SCALE ~1:500 @ A3



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ATTACHMENT 2

Owner / Address	Submission (Summarised comments)	Comment
<p>1. F Forsyth (received via email)</p>	<p>Objects to proposal and notes:</p> <ul style="list-style-type: none"> a. Site is elevated – two/three storey development would overshadow properties and impact property value. b. Little buyer appeal and present significant environmental and social issues. c. Area is already congested with traffic, verge parking and restricted roadways – which is further impacted by the Cut Tavern. d. Current works (Stage 1) does not have appropriate access, effective parking or waste management. e. Privacy issues. f. Limited leisure areas on each site. g. Previously site was covered with native trees and vegetation. h. Builders have destroyed plants within the park. i. People using the park will be subjected to risk given driveway entrance and parking issues. 	<ul style="list-style-type: none"> a. Overshadowing will be considered during the assessment of dwellings accordance with the R-Codes. b. The likelihood of prospective purchasers is not a material planning consideration, however environmental and social issues are. c. Noted, however dwelling yields remain unchanged whilst parking must be provided onsite in accordance with the R-Codes. d. Access, parking and waste considerations were made during the assessment of the proposals. e. Major openings are required to be setback as per the R-Codes. f. Outdoor living areas are required to be provided at a size that is consistent with the R-Codes. g. Noted, Stage 1 of the site has been developed in accordance with the current Structure Plan. h. Noted. i. Should parking within the reserve become an issue the City can investigate measures to minimise this risk.

2. S & J Boston (received via email)	<p>Objects to the proposal and notes:</p> <ul style="list-style-type: none"> a. The existing development (Stage 1) is bad enough. b. Impact of noise. c. Impact on property values. d. Privacy concerns given three storey development. e. Impact of additional parking. 	<ul style="list-style-type: none"> a. Noted. b. Noise emanating from properties must comply with the Noise Regulations. c. Property values are not a material planning consideration. d. Major opening are required to be setback as per the R-Codes. e. Parking is required to be provided onsite as per the R-Codes.
3. P Motley (received via email)	<p>Concerned with the following:</p> <ul style="list-style-type: none"> a. Development of large buildings would block sunlight to property. b. Gardens backing onto my property will make it very cramped. 	<ul style="list-style-type: none"> a. Overshadowing is required to remain with the limits set by the R-Codes. b. Noted, however the density proposed is consistent with properties to the south.
4. Water Corporation (received via email)	<ul style="list-style-type: none"> a. Water Corporation has no objections or concerns with the proposal. 	<ul style="list-style-type: none"> a. Noted.
5. Atco (received via email)	<ul style="list-style-type: none"> a. Atco has no objections to the proposal. 	<ul style="list-style-type: none"> a. Noted.

4	SUBJECT:	Lease to Occupy: EOI Mandurah Family and Community Centre
	CONTACT OFFICER:	Ben Dreckow
	AUTHOR:	Lesley Petchell/Rachelle Love
	FILE NO:	R0002535115

Summary

In April 2018 Council approved the tenure for an 'Anchor Tenant', Anglicare WA Incorporated, (Anglicare) over a portion of the Mandurah Family and Community Centre (MFCC), 331 Pinjarra Road, Mandurah. A licence to occupy 'Not for Profit Area 1', comprising of offices 1 to 12, was executed in September 2018 upon the completion of the redevelopment of the 'co-located' Centre model.

At the time Council also acknowledged and supported that a further report would be presented to Council at a later date identifying potential tenant(s) and their prospective lease agreements for the remaining portions of the Centre identified within 'Not for Profit Area 2', being offices 13 to 17, excluding office 14.

In June 2019 officers advertised for 'Expressions of Interest' (EOI) from 'Not for Profit' community organisations with a family and community focus for occupancy of four vacant office spaces within 'Not for Profit Area 2' available within the MFCC. To ensure a clear and transparent process a selection panel consisting of six City officers assessed all applications with two applicants being deemed to be suitable tenants are Anglicare WA Incorporated, to assist in the expansion of their current services and Communicare.

Disclosure of Interest

Nil

Location



Mandurah Family and Community Centre – 331 Pinjarra Road, Mandurah.



Current Floor Plan

Previous Relevant Documentation

- G.13/4/18 24 April 2018

Council approved a licence of occupation to Anglicare WA Inc. over portion "Not of Profit Area 1" at MFCC for a term of 5 years with a 5 year option (5+5years) and acknowledged a further report will be presented identifying potential tenant(s) and proposed licenses for occupancy over "Not for Profit Area 2" option of MFCC;
- G.18/10/17 10 October 2017

Council approved unbudgeted expenditure to meet the project shortfall with the funds to be drawn from the City's Building Reserve Fund and awards Access Without Barriers Building Company the contract under Tender 15/2017 for the construction of the MFCC for the lump sum of \$714,600 (ex GST.);
- G.28/11/15 10 November 2015

Council recommits to the use of the MFCC for not-for-profit office accommodation to be managed by the City, revised costs to redevelop the Centre will be \$680,000 and approves allocation within the City's capital budget of \$680,000 delivered over 2015/16 and 2016/17 to redevelop the MFCC including grant income and adds to the scope of the project by re-including a shower facility as previously requested by Council;

Background

The concept for the MFCC was initially established in 2015 when the Community Building, previously leased to Wanslea Family Services Inc., became vacant. This presented an opportunity to address the increasing need for support services for vulnerable families within the Mandurah community and the lack of accommodation space for agencies to deliver those services.

Council endorsed a vision for the MFCC as a safe place of support, learning and counselling for families, including co-located accommodation for at least two not for profit organisations.

In April 2018, Council approval was granted to Anglicare WA Inc. for a licence of office accommodation space over "Not for Profit Area 1" for a term of five years with a five year renewal option (5+5years) which commenced in September 2018. Council also supported that a further report would be presented at a later date to identify potential tenant(s) and proposed tenure agreements for 'Not for Profit Area 2'.

Comment

In June 2019 City officers advertised for 'Expressions of Interest' from 'Not for Profit' community organisations with a family and community focus for occupancy of four vacant office spaces, being offices 13 to 17 (excluding office 14), available within the Mandurah Family and Community Centre located at 331 Pinjarra Road, Mandurah.

Advertisements were placed in local newspapers between 27 June and 3 July 2019 providing a brief outline of requirements of the EOI with a closing date for their initial interest to be submitted by the 25 July 2019.

Upon receiving the initial EOI's enquiries the City provided each applicant an information pack outlining the process, selection criteria and market rental rates for each available office space. A site inspection was conducted on 29 July 2019 where the applicants were asked to complete the Community Outcomes Survey (COS) should they wish to proceed with their submission. All three applicants completed the COS and the appointed selection panel, who consisted of the Manager of Community Development, Coordinator of Community Capacity Building, Coordinator of Land Management Services, Manager of Sports, Recreation and Events and Coordinator of Library and Heritage, met in September 2019 to review all submissions where the future tenant(s) of the Centre were considered (refer to attachment - **Confidential attachment**).

Following the completion of this current EOI process the MFCC will be at full capacity, with the Community Training/Education and Child friendly/crèche area remaining as a hire space for the community at large. Consideration will be given by officers as to who hires the space, to ensure that any bookings within the hire space complement the programs and the day to day operations of the leased areas of the centre.

Consultation

LMW Mandurah conducted a valuation in August 2017 by the request of City officers to determine the proposed rental rates for the offices within the Mandurah Family and Community Centre, it was concluded that having regard to the quality of the proposed renovation of the building, its location and varying areas LMW consider applicable rental rates to be in the order of \$200/sqm to \$250/sqm pa net (plus GST and outgoings). LMW have therefore adopted \$225/sqm as an average achievable rate for the proposed individual office areas.

Current tenants of MFCC – Anglicare WA Inc.

Statutory Environment

Comply with *S3.58 of the Local Government Act 1995* (LGA) – Disposal of Property 'Dispose' includes to sell, lease, or otherwise dispose of, whether absolutely or not.

Exemption of Disposition of Property – Section 30 Local Government (Functions and General) Regulations 1996. A disposition of land is exempt if the land is disposed to a body whose objects are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature. As such the not for profit applicants, Anglicare WA Incorporated and Communicare are exempt from the advertising of the disposal of the lease.

Policy Implications

Community and Recreation Facilities POL-CNP 07 – The City will adopt a balanced approach to leases – generally a community and recreation lease term will be up to a maximum of 10 years.

Risk Implications

Nil

Economic Implications

Refer to confidential attachment

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Ensure the provision of quality health services and facilities.
- Provide opportunities, services and activities that engage our young people.

Economic:

- Increase local education and training opportunities.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver appropriate services and facilities.

Conclusion

The Mandurah Family and Community Centre was designed to operate under a co-location model for services related to family relationship counselling and other support programs for children and families. Currently one tenant operates from within the Centre, with an opportunity for further organisations to utilise the vacant office space in conjunction with likeminded programs/services to compliment the Centre's intended purpose.

Three formal applications were received from the 'Expression of Interest' advertisement, to which an appointed assessment panel, determined that Anglicare WA Incorporated be allocated Offices 16 and 17 and Communicare be allocated office 15.

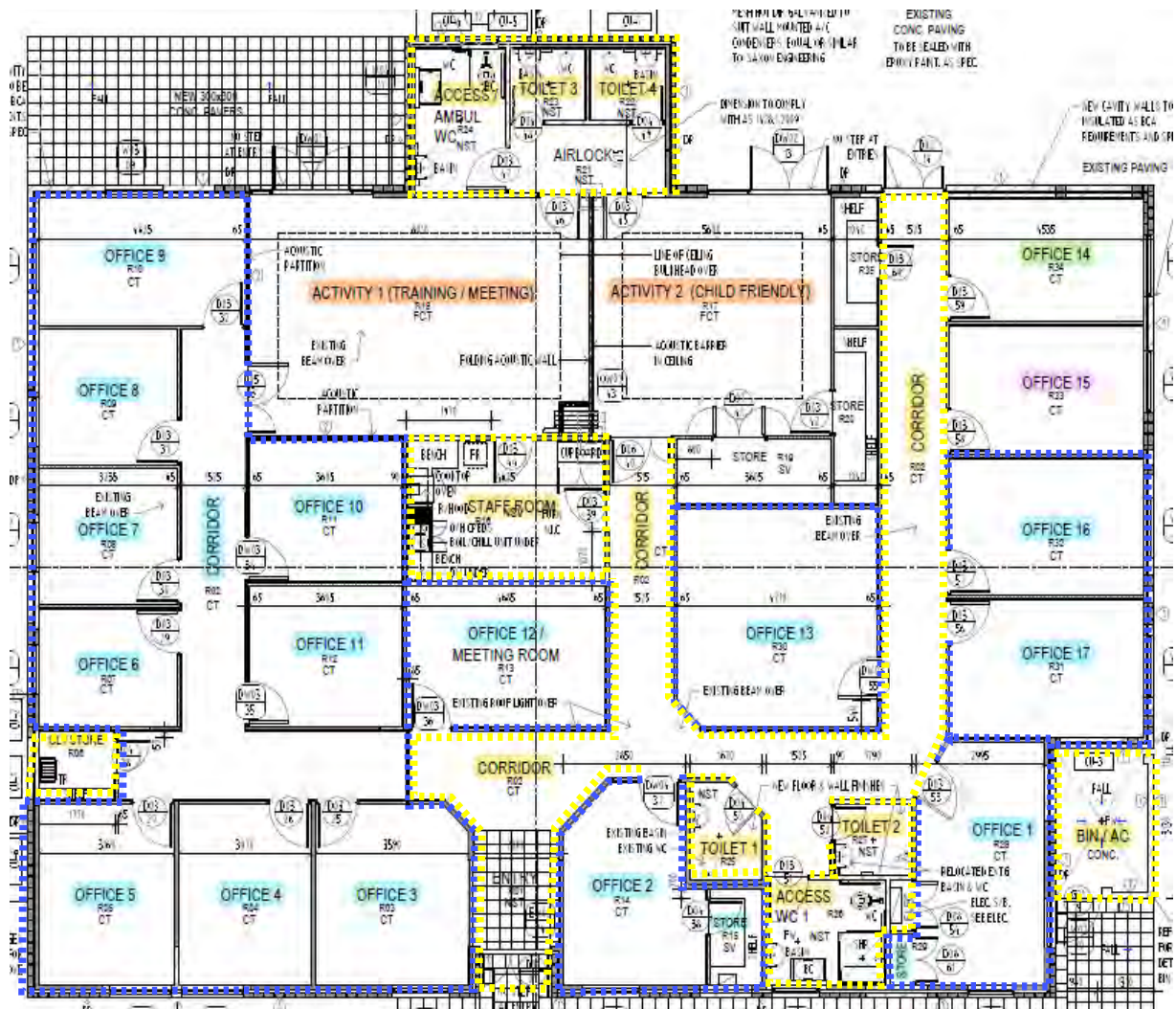
NOTE:

- Refer ***Confidential Attachment - EOI Applicants
Attachment 1 - Lease Areas***

RECOMMENDATION

That Council:

- 1. Approves the relinquishment of the current licence agreement with Anglicare WA Incorporated over 'Not for Profit Area 1' within the Mandurah Family and Community Centre.**
- 2. Approves a lease to Anglicare WA Incorporated over a portion of the Mandurah Family and Community Centre, 331 Pinjarra Road, Mandurah with the following conditions;**
 - 2.1 Tenure over offices 1-13, 16-17 for a term of approximately four years commencing January 2020 (to align with current licence agreement terms) and expiring on 24 September 2023;**
 - 2.2 Renewal term of five years, commencing on 25 September 2023 and expiring on 24 September 2028;**
- 3. Approves a lease to Communicare over portion of the Mandurah Family and Community Centre, 331 Pinjarra Road, Mandurah with the following conditions;**
 - 3.1 Tenure over office 15 for a term of two years, commencing on the date of execution of the agreement and expiry two years thereafter;**
 - 3.2 Renewal term of one year;**
- 4. Approves the document preparation fee as detailed in the City's Fees and Charges Schedule 2019/20 of \$610.00 + GST to be borne by the Lessee's;**
- 5. Acknowledges the hiring of the community space within the Centre will take into consideration the impacts on the day to day operations of the lessees of the facility;**
- 6. Authorises the Chief Executive Officer to finalise the conditions of the Lease agreements.**
- 7. Notes the allocation of Office 14 to be utilised by the City's Place Based Community Development Officer – Central Eastern Mandurah;**



Anglicare WA Inc. – Lease Area
Offices 1-13, 16 and 17

Communicare – Lease Area
Office 15

Community Development Officer
Central Eastern Mandurah
Lease Area – Office 14

Community Hire Space

Common Area

5	SUBJECT:	Proposed Shared Parking and Training Facility - Bortolo Reserve
	CONTACT OFFICER:	Ben Dreckow
	AUTHOR:	Joanne Dunn / Ben Dreckow

Summary

Bortolo Reserve in Greenfields is a district level sports facility comprising of 2 multi-purpose ovals and a Clubroom / Pavilion with change room facilities. In 2018, the City installed new sports lighting to the northern oval through a \$200,000 grant as part of the State Government's Local Jobs Local Projects initiative. As a result, there has been increased usage of the northern oval leading to demand for additional parking to support the 45 existing bays that are situated at the southern end adjacent to the Clubroom / Pavilion.

With funding for the City Centre Waterfront Project now secure and planning underway for the redevelopment of the Western Foreshore, the City needs to resolve the issue of relocating the current Fire Training and Competition Track facility.

Over the past 3 years, the City has considered a large number of alternative options, both in Mandurah and surrounding areas, of which none were deemed appropriated for a range of reasons. However, officers have identified an opportunity to develop a Shared Parking and Training Facility at Bortolo Reserve to service the newly lit northern oval as well as accommodate the relocation of the existing fire track from the Western Foreshore.

At its June 2019 meeting, Council deferred the recommendation to approve the proposal for the planned construction of a new Shared Parking and Training Facility at Bortolo Reserve in order to consider options for the current track to remain on the western foreshore during construction.

The western foreshore options have now been explored and it is considered that any development options to retain the track and relocate it within the Western Foreshore will significantly compromise the outcome of the remaining Western Foreshore master planning.

Council is requested to note that the fire track training facility will be unable to remain on the Western Foreshore following the commencement of the Waterfront redevelopment in May 2020 and to approve the commencement of community engagement for the proposed development of a new shared parking and training facility at Bortolo Reserve.

Disclosure of Interest

Nil

Location



Bortolo Reserve, Greenfields

Previous Relevant Documentation

G. 20/6/19 25 June 2019	Council deferred the report to consider options for the fire track to remain temporarily on the Western Foreshore during construction works for the Recreation Precinct.
G.10/8/16 9 August 2016	Council resolved that the City no longer considers Coote Reserve as an option for the relocation of the Mandurah Volunteer Fire & Rescue Service training and competition track. Council also noted that City Officers will investigate other potential sites for the relocation of the fire track from the Western Foreshore and report back to Council with recommendations.
G.9/3/16 8 March 2016	Council noted the concept plan for the relocation of the Mandurah Volunteer Fire and Rescue Service training and competition track to Coote Reserve, Madora Bay and requested officers to undertake a process of consulting the residents adjacent to Coote Reserve and the current user groups of the project and how it is to be implemented.

Background

Bortolo Reserve

Bortolo Reserve is a district level sports facility designed primarily for the purpose of active sports participation. The reserve contains 2 multi-purpose ovals (Bortolo North and Bortolo South) and a Clubroom / Pavilion with change room facilities. The reserve and its facilities currently accommodate a wide range of community groups including the following sport and recreation clubs;

- Mandurah Bridge Club (lease agreement over part of the Pavilion)
- Peel District Little Athletics Club
- Peel United Soccer Club
- Peel Junior Soccer Association

In 2018, the City of Mandurah installed new sports lighting to the northern oval at Bortolo Reserve through a \$200,000 grant provided via the State Government's Local Jobs Local Projects initiative. As a result, there has been a significant increase in the activation of the Reserve, in particular the northern oval. This increased usage has now increased the demand for parking at Bortolo Reserve which is currently limited to approximately 45 bays directly adjacent to the Clubroom / Pavilion on Bortolo Drive.

Mandurah Volunteer Fire & Rescue Service

The Mandurah Volunteer Fire and Rescue Service have two (2) primary purposes:

1. Volunteer community safety and support service
2. Sports competition (two senior and two junior teams currently)

The Mandurah Volunteer Fire & Rescue's Fire Station is situated on the corner Panton Road and Cumberland Drive in Greenfields with the Fire Training and Competition Track located on the Western Foreshore. Currently, the 'Fire Track' is used for a combination of both sports competition training (twice a week between August and April) and safety service drills and exercises (up to 3 times a month).

For a number of years now, the City has understood the need to relocate the Mandurah Volunteer Fire & Rescue Service's Training and Competition Track from its current location on the Western Foreshore. As part of the City Centre Waterfront Project, the Western Foreshore will undergo a significant redevelopment and as a result, a decision on where to relocate the current Fire Track facility is becoming urgent.

In March 2016, the City carried out community engagement with the residents of Madora Bay having identified Coote Reserve as a potential site for the relocation of the Fire Track training facilities, however the process highlighted there was very little support for the site. As a result, in August 2016, Council approved a recommendation that officers investigate other potential sites.

Subsequent to that Council report, Officers considered a large number of alternative options, both in Mandurah and surrounding areas, of which none were deemed appropriated for a range of different reasons. Those site considered include;

1. Coodanup Foreshore
2. McLarty Road Reserve
3. Peelwood Reserve (2 possible locations)
4. Lakelands District Open Space
5. Old Ravenswood Drag Strip (Shire of Murray)
6. Sir Ross McLarty Oval (Shire of Murray)

Officers identified Bortolo Reserve as the most suitable option as it presented the opportunity to develop additional parking facilities to serve the recently flood lit and activated northern oval but also for the parking to be designed to accommodate the training and competition needs of the Mandurah Volunteer Fire and Rescue Service. This option would be considered to greatly improve the parking infrastructure to service Bortolo Reserve now and into the future, as well as provide a suitable relocation alternative for the Fire Training and Competition Track from the Western Foreshore.

Bortolo Reserve was presented to Council in June 2019 as the recommended site with a proposal for the planned construction of a new shared use parking and Fire Track Training facility. Council resolved to defer the proposal and for Officers to further consider options for the temporary retention of the fire track in some capacity on the Western Foreshore during construction of the new Recreation Precinct.

Comment

In reviewing the updated Western Foreshore Precinct Plan and site survey plans in line with the Waterfront redevelopment, it is clear that at least 110 metres of the existing 170m fire track facility will be directly affected by the new Recreation Precinct. This includes the pump and water services required for training and competition activities. Relocating the fire track further north on the Western Foreshore as a temporary

solution may result in a similar capital cost to a new facility at an alternate location with the exception of the remaining 60 metres of bitumen.

Further to this, temporarily relocating the fire track within the Western Foreshore will significantly compromise the outcome of the remaining western foreshore master planning that will be carried out in the next 2-3 years.

Bortolo Reserve is considered the most suitable location for a new fire track training facility with the supporting infrastructure at Bortolo Reserve, namely the Pavilion / Clubroom facility having the potential to enhance the delivery of activities for the Mandurah Volunteer Fire & Rescue group's members. Coupled with the close proximity of the reserve from the fire station in Panton Road, the new location for the proposed facility provides significant advantages for the Mandurah Volunteer Fire & Rescue group.

To further explore the suitability of Bortolo Reserve, community engagement would be required to gauge the support from the local sporting groups, community groups and local residents on the likely benefits or impact, if any, that a new shared parking and training facility may bring.

Consultation

Officers have previously engaged with the Mandurah Volunteer Fire and Rescue Service to discuss the suitability of Bortolo Reserve for the future relocation of their training and competition facilities. The organisation is currently based on the corner Panton Road and Cumberland Drive in Greenfields making the proposed Bortolo Reserve facility within 2.5km of the Fire Station.

The MVFRS has expressed its support for the City to pursue Bortolo Reserve as a viable option for a new fire track facility.

With Council support, Officers will commence community engagement as per the schedule outlined below:

Timeline	Action
December 2019	Report to Council and seek support to commence community engagement.
January/February 2020	Subject to the outcome of the above, the City will proceed to engaging the local sporting and community groups who utilise Bortolo Reserve/Pavilion and local residents of Bortolo Reserve.
March 2020	Pursue a more detailed cost estimate for the concept plan attached to inform planning decisions.
April 2020	Report back to Council on the outcomes of the community engagement and with updated detailed cost estimates.
May 2020	Provide the MVFRS and the community with feedback on engagement outcomes and future actions.

Statutory Environment

N/A

Policy Implications

Policy CNP-07 Community and Recreation Facilities

To guide the City in the design, development and management of City owned community and recreational facilities. This policy applies to both existing and future facilities including refurbishments, in particular, where there is some form of tenure arrangement with a group or club, such as a lease, licence or preferred hire.

Economic Implications

It is important to note that the initial cost estimate for the construction of the Shared Parking & Fire Training Facility at Bortolo Reserve would be approximately \$385,000.

Detailed design will need to be completed to determine exact costs at which point the City will need to develop a funding strategy for the construction of the facilities.

This project would need to be considered in the Long Term Financial Plan subject to the outcomes of community engagement and a decision to proceed.

Risk Analysis

Nil

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.

Identity:

- Encourage active community participation and engagement.

Conclusion

It is not considered a viable or cost effective option to retain, relocate or extend the existing Fire Track training facility within the Western Foreshore. As even a temporary solution it would compromise the City's ability to master plan the remaining western foreshore and have the potential to limit viable proposals for the mixed-use / commercial site following the lease expiration of Kings Carnival in 2021.

Bortolo Reserve still remains the most suitable option for the relocation of the fire track training and competition facilities and with the opportunity to create facilities for the MVFRS and additional parking for the sporting and community groups using the reserves and pavilion. Following the installation of the new sports lighting to the northern oval, the City has experience increased activation of the Reserve. Parking at Bortolo Reserve has long been a challenge with only 45 formal bays being available directly adjacent to the Clubroom / Pavilion therefore additional parking may be a welcome relief to user groups for weekly activities and special events.

The 'Shared Parking & Fire Training Facility' proposal is not currently funded. Council is being requested to approve the City going out for community engagement for the proposed facility, noting that officers will report back to Council with the outcome and more detailed costings for the proposed construction of the Facility.

NOTE:

- Refer ***Attachment 1 Bortolo Reserve Shared Parking & Fire Training Facility Draft Plan***

RECOMMENDATION

That Council:

1. **Note the fire track training facility and associated activities cannot remain on the Western Foreshore following the commencement of the Waterfront redevelopment in May 2020**
2. **Approve Officers to commence community engagement for the proposed Shared Parking and Training Facility at Bortolo Reserve**
3. **Note that further design planning for the proposed Share Parking and Training Facility will be carried out to determine a more detailed cost estimate; and**
4. **Note that officers will report back to Council with the outcomes of the community engagement and detailed cost estimates for the proposed facility to inform future decisions.**



6	SUBJECT:	Wido Peppinck Legacy Fund
	CONTACT OFFICER:	Tim Hartland
	AUTHOR:	Tim Hartland
	FILE NO:	R0002569896

Summary

Wido Peppinck, the City's long time Corporate Lawyer, passed away in 2018 and his family have sought to establish a legacy grant fund in his memory. Instead of buying flowers, people mourning were encouraged to donate into this fund, the City also donated into the fund to help with its establishment.

It is recommended Council formalise the fund in two streams, an Educational Scholarship Fund for young people who need support with education supplies or course entry fees and a Music / Theatre Scholarship for young people wanting to pursue their interest or career in theatre or music.

Previous Relevant Documentation

Nil

Background

Wido Folkert Peppinck was a member of the City's Executive Team for over 20 years in the role of Corporate Director/Lawyer and also contributed to the Mandurah and broader Perth community through his music, specifically his long time act 'Nearly Famous' where he regularly performed in Mandurah venues and community events. Sadly while working for the City Wido became sick and ceased employment with the City a short time before succumbing to the illness.

Comment

Following Wido's passing, his family requested that instead of flowers, donations be made to one of two funds, which were established by the City. The funds reflected Wido's lifelong interest in music and education and were set up to provide small grants either for a young person to pursue their interest in music or for a disadvantaged young person to receive help with education costs.

The fund will comprise of two streams, educational support and musical assistance and be open all year round, until funds are expended. Decisions will be made by a Scholarship Fund Panel potentially consisting of City of Mandurah Youth Officer/s, Manager Community Development and two young people as youth community representatives.

Young people aged between 11 – 25 years who live or attend a school in the City of Mandurah, or live in Mandurah and attend a University or TAFE, can apply focusing on educational or development opportunities.

Funding can be used for activities that;

- Promote youth leadership
- Grow the capacity of youth
- Support youth in financial need or hardship.

Should Council support the recommendations, officers could commence delivery of the program in the new school/tertiary year 2020.

Statutory Environment

Nil

Policy Implications

Nil

Economic Implications

The funds have been held by the City and donations were made at Customer Services or by phone direct to family. Council agreed to a donation to provide a start and donated \$1,000 to each fund. As at October 2019 there are \$4,500 in donations. Scholarships are proposed as follows:

Educational Scholarship for young people who need support with education supplies or course entry fees	\$350 per applicant
Music / Theatre Scholarship for young people wanting to pursue their interest or career in theatre or music	\$350 per applicant

Risk Analysis

There is minimal risk with administering this fund, amounts are small and officers will assess applicants to ensure they meet criteria.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Provide opportunities, services and activities that engage our young people.

Economic:

- Increase local education and training opportunities.

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

The establishment of a youth fund for educational and musical support in the memory of long time City employee and local musician Wido Peppinck is a fitting legacy. The funding will be valuable to youth in Mandurah and will be targeted to support only young people who meet the criteria.

NOTE:

- Refer **Attachment 1 Wido Peppinck Memorial Fund Guidelines and Application**

RECOMMENDATION

That Council:

1. Supports the establishment of two scholarships for the Wido Peppinck Legacy Fund;
 - 1.1. Educational Scholarship (\$350 each)
 - 1.2. Music / Theatre Scholarship (\$350 each).

2. **Supports officers to administer the funds via a panel consisting of City Officers and youth;**
3. **Notes that once these funds are administered (spent) no further funding remains.**

Wido Peppinck Scholarship GUIDELINES

Background

This scholarship has been established through a bequest by Wido Peppinck to the City of Mandurah to support young people. This annual scholarship aims to support young people aged 11 – 25 to access educational opportunities or further their interests in theatre or music.

Individuals can apply for up to \$350 each year.

The fund is open in school year 2020 and remain in place until funds have been expended. The closing date may be extended in the event there are remaining funds for the following school year.

Decisions will be made in early January by a Scholarship Fund Panel consisting of City of Mandurah Officers (Youth Development Officer/s and Manager Community Development) and two young people as youth community representatives.

Scholarship Details:

<i>Educational Scholarship</i> for young people who need support with education supplies or course entry fees	\$350 per applicant
<i>Music / Theatre Scholarship</i> for young people wanting to pursue their interest or career in theatre or music	\$350 per applicant

Who Can Apply?

Young people aged between 11 – 25 who live in the City of Mandurah local government area. The young person or family must be able to demonstrate a degree of financial disadvantage.

We Look for:

A clear plan that shows:

- What specifically do you want the money for
- What are the benefits for the young person
- How the funds will be spent (budget)
- Evidence of course or equipment costs in the application

What CAN be Funded

- Tuition, training or course registration fees
- Educational items such as books, stationery, academic related technological equipment, school uniforms and/or educational fees.
- Theatre / music supplies that support artistic development

What will NOT be Funded

- Reimbursement of activities or programs held in the past
- Costs already funded by another grant fund

Application process

1. Speak to Youth Development Officer about your idea to get assistance.
2. Visit the City of Mandurah, webpage www.mandurah.wa.gov.au/youth for more information and click on the link to the online application form
3. Complete online application
 - Create a login using an email address and password (This will be used to access a saved application, report on outcomes and apply for any other grants using this software)
 - Login and commence your application online
 - Attach any relevant documents
 - Click Submit to complete your application

NOTE: Applications can also be made on an application form

Post to:

Attention: Youth Development Officer
City of Mandurah
PO Box 210
Mandurah WA 6210

Or deliver in person to:

Council Administration Office
3 Peel Street, Mandurah

Further Information

Contact the Youth Development Team

9550 3670

youth@mandurah.wa.gov.au

www.mandurah.wa.gov.au/youth

Wido Peppinck Scholarship Application Form

This form will be online

Applicant's Name	
Age of Young Person	
Current School / Workplace/other	
Address	
Email address	
Telephone (daytime contact)	
Bank Account Details (for depositing funds if application is successful)	Account Name: BSB: Account Number:

Your Application

Which Stream of this Scholarship are you applying for? <input type="checkbox"/> Music / Theatre <input type="checkbox"/> Education / Training
What will you use the Scholarship for? Please attach additional information or references that will support your application eg: websites, fliers, quotes
What difference will this make in your life? Describe the benefits you / your child will receive from this scholarship

Have you previously applied for the Youth Dream Big Fund or Nicki Wise Scholarship?

☐ Yes

☐ No

If Yes, When?

List the costs associated with your project *attached evidence of costs for each item*

Expenditure Item	\$ Amount
	\$
	\$
	\$
	\$
	\$
	\$

Applicant Signature: <i>(Parental Signature required if applicant under 18 years of age)</i>	
Parent/Guardian Name	
Date:	

7 **SUBJECT:** Falcon Family Centre Future Directions
 CONTACT OFFICER: Tony Free
 AUTHOR: Ben Dreckow / Tim Hartland
 FILE NO: F120160 / R0002435345

Summary

The Falcon Family Centre was constructed in 1992 on Crown Reserve 42821 (No 60) Linville Street Falcon, and since 1993, the Department of Communities (DoC) have held a lease over the site. The current lease is due to expire 4 March 2020 and the City has been advised by the DoC they will not be exercising the renewal option of a further 5 years, and will be vacating at the end of the lease term and return the Falcon Family Centre back to the City.

As a result, Council will be required to determine the future of the Centre based on the current and planned community facilities in the district, the current condition of the building and current user groups and the future management of the site. In addition, a current occupier of the site, Falcon Men's Shed is seeking expansion and have requested a larger area to be utilised at the site.

It is recommended that Council:

- Commit to the continued usage of the Falcon Family Centre subject to the Department of Communities meeting their lease obligations
- Explore potential for Not for Profit Association to manage the building and its services, through an Expression of Interest process to be carried out; and
- Confirm the Men's Shed as a longer term tenant for a portion of the site, subject to funding being committed by the group for future expansion;

Disclosure of Interest

Nil

Location



Previous Relevant Documentation

- G.32/3/14 25 March 2014 Council approved Head Lease over Reserve 42821 to Department of Local Government and Communities for a five year term with a further five year term. Council also approved a Sub-Licence agreement between Waratah Christian Community Incorporated and Minister for Health Child Adolescent Community Health for a five year term.
- FE.857 14 March 1995 Council approved 21 year Lease with Minister for Community Welfare and back dating the lease commencement date to 8 May 1993.

Background

The Falcon Family Centre is located on Crown Reserve 42821 vested to the City of Mandurah with a Management Order for Community Purpose. Since 1993, the Department of Communities (DoC) have held a lease over the site which expires in March 2020. The Department has initiated processes to return the asset by March 2020.

The buildings and associated assets are in good to fair condition. However, the facility has not been systematically maintained and some improvements are required for accessibility compliance matters.

Discussions with the Department indicate they will contribute funds to prioritised works identified by the City as required by their lease obligations. At this time, the amount of funding has not been determined and will be subject of further negotiation with the Department.

Current Use

The Falcon Family Centre has been used as a Family and Parent Centre with Child Health services, playgroups and parent support programs operating. The building was completed in 1992 and is therefore approximately 27 year old.

The Centre has been used as a Family, Parent and Community facility with Child Health services, playgroups, childcare, parent support programs, self-help groups and general community activities. Currently one office is hired by the Department of Health for the Child Health Nurse and a playgroup operates from the centre.

Waratah Community Church was funded by the Department of Communities to employ a Centre Manager and deliver services, however withdrew from its service agreement in June 2018. The Department of Communities has managed the centre since this time.

The Child Health Services is seeking to remain at the centre and with more certain tenure of the facility are interested in expanding services in the area.

Currently users of the facilities include:

- Department of Health - Child Health Services (Hire Agreement until December 2019)
- Playgroup x 1 – (Casual Use Agreement)
- Men's Shed – occupy separate shed facility (Casual Use Agreement)

All the above mentioned Agreements are held directly between the Department of Communities and the hirers.

Comment

The current lease with Department of Communities expires in March 2020, with an option for a further five year renewal. The Department have advised they will not be exercising their renewal option and will return the centre to the City at expiry of the current lease. Officers therefore need to consider the future options, the potential of the centre and the needs for the community in the precinct.

Falcon Men's Shed

The Falcon Men's Shed do not hold any tenure, and occupy a small shed separate to the main building where they have been for over 15 years. The Men's Shed are seeking an expansion and have explored a number of options to identify an alternative site on the understanding that there had not been good synergies with the Centre's occupants.

In recent times, a number of options have been explored including the Port Bouvard Sport and Recreation Club and at Merlin Reserve either adjacent to the Community Building or the Tennis Club. However these options are less than ideal from a number of perspectives and have not be progressed. The Club is seeking some certainty on their location to allow them to explore funding opportunities.

The site and existing internal layout of the building appears to be well set up to provide opportunities for the Men's Shed to expand their 'shed' and have improved access to toilet(s) and a new kitchenette within the southern part of the facility, without interrupting other services within the building (which is a current issue due to entry and exit points).

With the club having access to existing parts of the buildings, this avoids the need for potential duplication within their planned expanded 'shed' and some appropriate fencing between the outdoor areas to provide a separation from the Men's Shed and any potential conflict with family and children's activities can be easily resolved.

Any costs associated with the Men's Shed expansion will be sourced by the Club who have advised funding partners are available once confirmation of a site and tenure is received.

Potential Management Model

Currently one service provider has expressed interest (informally) to enter into a lease with the City to take on management of the entire site and operate services. As a community based, Not for Profit, the service would likely seek a peppercorn leasing model. A group could provide a range of family support programs, services and meetings as an example, targeting the early years 0-8 and would fulfil the role of anchor tenant and coordinator for the Centre.

Leasing to a community service organisation would be a positive outcome as there continues to be a need for Early Years services in the southern corridor, further supported by the most recent Australian Early Development Census Data. Therefore, it would be prudent to continue to provide options for ongoing family support services and programs to be provided at Falcon Family Centre. There are no comparative sites of services being provided in the location, although a future Dawesville Community Centre may in the broader catchment, this site would remain relevant.

Site Analysis

There are site constraints which would impact on the future use of the Falcon Family Centre including:

- Adjoining Crown Reserve conditions (i.e. Bushland) which would prevent further expansion of facilities;
- Poorly located with regard to the wider district context;
- Limited access in regards to its neighbourhood catchment;
- Incompatible user mix and possible safety issues (i.e. Men's Shed co-located with Early Years Program).

There are other community facilities located in relation to the centre such as Falcon Library and Falcon Pavilion, noting that the current location of the Falcon Family Centre is relatively isolated with regard to non-residential activities. The facility is however located to the southern end of Falcon and other than Southern Estuary Hall and Ocean Road Recreation Building, it is one of the most southerly community buildings in Mandurah.

The Social Infrastructure Plan identifies a new Community Centre in Dawesville adjacent to the proposed neighbourhood shopping centre. This centre is currently planned for 2022/23 subject to funding arrangements being identified which at this stage are not confirmed.

If the Centre was decommissioned there are opportunities to work with the community sector to locate services and programs from these facilities which could continue to service the suburbs of Falcon, Wannanup and surrounds. However, until the Dawesville Community Centre is established there is a risk that reducing the level of facility provision available for family support programs and services would negatively impact on the growing southern corridor.

Costs

To review potential options and costs associated, officers have reviewed the current building conditions.

The costs are manageable within City resources for renewal and upgrade of existing assets and there is generally a good indication based on past performance, current use and level of community interest that the facility would continue to play a role in meeting community needs over the next 10 years until Dawesville Community Centre is delivered.

In order to assist in determining the centre's future, a number of options were considered:

Options	Lifespan	Capital Cost	Maintenance Costs	Notes
1. Do Nothing leading to Decommission <i>'Manage to Fail' – then remove the building;</i>	Up to 10 years	\$60K	Incrementally decreasing \$12K pa	Rationalisation approach; Dependent on other facilities coming on stream by 2029; Men's Shed continue? Child Health to Falcon Library? Dawesville Centre.
2. Do the minimum <i>Address Current Compliance Issues (Sewer, Electrical, Accessibility Issues)</i>	10-20 years	\$120K - \$250K <i>Assumes some funding from Dept Communities arising from lease obligations</i>	\$24K pa	Structural Integrity of Building is good. Intervention may be required if Condition Rating is poor.

Options	Lifespan	Capital Cost	Maintenance Costs	Notes
3. Significant Upgrade Upgrade and expand the centre	50 years	\$600K + Total Cost \$1M <i>Assumes grant funding available</i>	\$24K pa	Extend to maximum useful life in a similar manner to recent Mandurah Family Community Centre Project.

Option 2 outlined above will continue the life of the building, particularly in the absence of the Dawesville Community Centre.

Council is therefore requested to support an expressions of interest advertising process, to determine if there is a suitable not for profit organisation able to continue to provide the necessary family and community programs for the southern corridor in this location. Noting that the group would be required to fund general maintenance, cover utility costs and manage any sub tenants that will value add to the programs of the centre. In return the Council approved Community rate lease fee of \$1020 per annum would be waived.

Consultation

Department of Communities
Falcon Mens Shed

Statutory Environment

Disposing of Property - Section 3.58 Local Government Act 1995 (LGA)

Dispose includes to sell, lease, or otherwise dispose of, whether absolutely or not:
In accordance with the LGA Section 3.58: Local government can dispose of property if it gives local public notice (14 days) of the proposed disposition, describing the property and giving details of the disposition. Submissions would be invited to the Local Government before a date to be specified and any submissions received are reportable to Council.

Exemption of Disposition of Property – Section 30 Local Government (Functions and General) Regulations 1996

A disposition of land is exempt if the land is disposed of to a body whose objects are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature. Or if the disposal is for a period of less than 2 years during all or any of which time the lessee does not have exclusive use of the land.

Policy Implications

Nil

Economic Implications

Option 2 of the Long Term Financial Plan is preferred with renewal costs forecast of \$120K - \$250 and maintenance costs forecast of approximately \$24K per annum.

There will be some obligations from the Department of Communities arising from their lease obligations which will be finalised as part of the cessation of the lease.

Risk Implications

Only minimal funds have been spent on the Falcon Family Centre over the past 30 years with the asset in a good to fair condition. With the inclusion of this facility in the Long Term Financial Plan for assets and infrastructure management, it will ensure the capability to deliver appropriate community services in the southern corridor.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Ensure the provision of quality health services and facilities.
- Provide opportunities, services and activities that engage our young people.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.

Organisational Excellence:

- Listen to and engage with our community.
- Ensure the City has the capacity and capability to deliver appropriate services and facilities.
- Deliver excellent governance and financial management

Conclusion

As outlined, the Department of Communities' lease over the Falcon Family Centre is to expire in March 2020 and therefore, Council is to determine its short to long term future. Whilst its location is relatively isolated in the broader community, the building is well set out for multiple uses and user groups, is in sound condition and has a role to play in providing for community facilities in Mandurah's southern suburbs.

NOTE:

- **Refer *Attachment 1 Site Plan Showing Men's Shed and Potential Expansion***

RECOMMENDATION

That Council:

- 1. Commits to the continued usage of the Falcon Family Centre subject to the Department of Communities meeting their lease obligations.**
- 2. Approves the advertising for Expressions of Interest for a potential Not for Profit Community Group to manage the building and its services delivering Family and Child/Parent programs, (with peppercorn rent arrangement), with general maintenance and utility costs borne by the lessee (City to maintain structural repairs).**
- 3. Acknowledges a further report will be presented to Council following the advertising for Expressions of Interest and assessment of applicants by officers, with final approval for tenure to be determined by Council.**

4. **Supports the Men's Shed as a tenant at the site, with final tenure being subject to the outcome of the Expression of Interest process (i.e. licence external shed with City; or sub tenant to head lessee); and any further expansions shall be subject to funding being sourced by the group.**



8	SUBJECT:	Retail Trading Hours Consultation Process
	CONTACT OFFICER:	Mark Newman
	AUTHOR:	Julia McDougall

Summary

In line with Council resolution G.31/6/19, officers were requested to undertake a consultation process to determine the community's views on retail trading hours in Mandurah. Council also resolved to engage an independent consultant to provide a report on the economic impact of extending deregulated retail trading hours in Mandurah, and a report on the social impact on retail business owners, their families and their staff.

Requests for quotation were sought from consultants to undertake an analysis of:

- Economic and social impact of extended retail trading hours on the City's businesses, residents and visitors;
- Community and business consultation process in relation to retail trading hours in Mandurah.

Due to the higher than expected cost of the consultation and report quotes, additional funding would need to be procured in order for the community and business consultation, economic impact assessment and social impact assessment to proceed. Council is therefore requested either to approve unbudgeted expenditure of up to \$150,000 to undertake the three-part process in accordance with Council's June resolution, or to defer any further action and revoke the previous decision. Alternatively Council could revoke the previous resolution and resolve to proceed simply with the Community Consultation component.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.31/6/19 25 June 2019 Authorised undertaking of a community and business consultation process in relation to retail trading hours in Mandurah with a subsequent report on the results of the consultation. Authorised engagement of an independent qualified consultant to provide a report of the economic impact of extending deregulated retail trading hours, plus a report on the social impact on retail business owners, their families and staff in Mandurah.

Background

Several reports to Council, primarily during 2010, provided comprehensive background on Mandurah's retail trading hours. Previous community consultations have also provided the Mandurah community's views on retail trading, indicating a high level of support for the expansion of Mandurah retail trading hours.

In June 2019, Council was requested to authorise officers to undertake a consultation process in relation to retail trading hours to determine the community's views on retail trading in Mandurah. Whilst previous consultations had taken place, officers sought to gain an understanding of contemporary community opinion on Mandurah's Retail trading hours.

Council resolved to approve the officer recommendation for a survey of community views. Council also resolved to request officers to engage an independent and suitably qualified consultant to provide a report on the economic impact of extending deregulating retail trading hours, and an additional report on the social impact on business owners, their families and their staff in Mandurah. No funds were allocated to undertake this process, and no funds were included in the 2019/20 City of Mandurah budget.

Comment

This quotation process was carried out in accordance with the requirements of the City's Procurement of Goods and Services Policy (POL-CPM02). The quotations received were assessed against compliance and qualitative criteria, in conjunction with the pricing submitted.

Community and Business Survey - Requests for Quotation were requested from three consultant companies, with all three providing a quotation.

Economic and Social Impact - Request for Quotation were requested from four consultant companies, with only one providing a quotation.

As the only Economic and Social Impact quotation received was over the \$50,000 to \$150,000 threshold, the City will therefore be required to undertake a formal quotation process, seeking three or more written formal Request for Quotes, and to obtain a minimum of two written responses, with the process to be undertaken by the City's Procurement Team.

In June 2019, officers estimated the community survey cost to be approximately \$15,000 to \$25,000, to be funded from the Chief Executive Officers Project budget. However, the quotes subsequently received were between \$21,910 and \$44,940 (excluding GST).

In line with Council resolution, officers sent requests for quotation to consultants to undertake:

- Economic and Social Impact

Scope of Work – Summary

Quotations were sought from experienced consultants to undertake an Economic and Social Impact Assessment for extended retail trading hours within the City. The purpose of this Request for Quotation was to enable the City to source the most appropriate consultant/s to undertake the Economic and Social Impact Assessment.

The consultant was required to undertake/provide:

- Preparation of a community and business survey suitable for achieving a sample size of at least 500 Responses
- Analysis and reporting of survey data
- Direct engagement with key stakeholders, to be selected in consultation with the City, but to include a range of industry and community representatives
- Preparation of a Consultation and Stakeholder Engagement Report, detailing the results and findings of the above consultation process
- A Background Report providing relevant context, including:
 - Demographic and worker profiles
 - A review of the City's current retail and activity centre structure
 - An assessment of current centre performance
 - An assessment of the role and importance of the retail sector within the local economy
 - A review of community and business links, such as employment opportunities and local amenity
 - A comparison of local trading hours to surrounding major activity centres beyond the City
 - A literature review of social implications of working patterns
 - Tourism visitation and expenditure
 - Other context relevant to the consideration of extended retail trading hours
- An Economic and Social Impact Assessment Report, including:
 - Key context and background information
 - Options for extended retail trading hours, considering day/times and spatial extent

- Expected economic impacts, considering business turnover, operating costs, tourism impact and employment at a minimum
- Expected social impacts for those employed in the retail sector, as well as the broader Mandurah community

The Report was to provide clear conclusions and recommendations for consideration by the City, supported by sound evidence-based analysis and commentary.

A report on the findings, and an analysis of the results, is proposed to be provided to the City following the survey period. This would consist of a hard-copy and electronic report, plus a face-to-face briefing session to the City.

Project Details

The Consultant would be required to assess the expected economic and social impacts of extended retail trading hours on the City's businesses, residents and visitors. These impacts may include (but not be limited to):

- Shifts in shopping patterns and therefore demand for retail goods and services
- Estimation of the change in turnover as a result of changes in shopping patterns
- Spatial distribution of retail supply within the City of Mandurah
- Changes to business operating costs
- The competitive environment for small versus large businesses
- The growth (or otherwise) of Mandurah City Centre and wider activity centre hierarchy
- Estimation of changes in total employment and those employed on a full-time, part-time and casual basis, and
- Research based impacts of various working patterns, such as shift work and under-employment

The assessment should also consider the broader Perth and Peel context and seek to establish best-practise recommendations for extended trading hours given the potential impacts of various available implementation options.

The requests were sent by e-mail on 15 August 2019, as shown in the **Confidential Attachment**.

- Community and Business Survey

Scope of Work – Summary

Undertake a community and business consultation process in relation to retail trading hours in Mandurah. The purpose of this study will measure the community's and business current perceptions on general retail trading hours in Mandurah.

A report on the findings of the survey, and an analysis of the results, is to be provided to the City following the survey period. This is to consist of a hard-copy and electronic report, plus a face-to-face briefing session to the City.

Project Details

The study will seek to undertake the following actions:

- Measure the Mandurah community's views on Mandurah's current general (year-round) retail trading hours, and the potential impacts of extending them;
- Measure the Mandurah business community's views on Mandurah's current general (year-round) retail trading hours, and the potential impacts of extending them.

The study will involve direct consultation with a minimum of 400 Mandurah residents, providing a representative sample of Mandurah's demographic profile. The study will also directly consult with a minimum of 50 Mandurah businesses from across the City, representing a mix of sole traders, small, medium and large retail businesses.

The consultation may be undertaken via a combination of methods, potentially including telephone or postal surveys, via social media or via physical workshops.

The requests were sent by e-mail on 14 August 2019, as shown in the **Confidential Attachment**.

Consultation

N/A

Statutory Environment

Retail Trading Hours Act 1987

Policy Implications

Procurement of Goods and Services Policy POL-CPM02.

Economic Implications

Whilst officers initially estimated the community survey cost to be approximately \$15,000 to \$25,000, subsequent quotes received were between \$21,910 and \$44,940 (excluding GST).

Only one quote was received for the economic and social impact report, at a quoted cost of \$90,750 (excluding GST). This would require total expenditure of up to \$150,000 to undertake the three-part process in accordance with Council's June resolution.

Risk Analysis

Risks associated with the retail trading hours' consultation process include:

- Economic risk – being unable to compete with neighbouring local government areas' retail outlets;
- Reputation risk – negative impact on the local economy and social condition impacting negatively on the City's reputation.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Economic:

- Increase the level of regional employment.

Organisational Excellence:

- Demonstrate regional leadership and advocacy.
- Listen to and engage with our community.

Conclusion

Quotations for an economic and social impact analysis and a community and business consultation in relation to retail trading hours in Mandurah were recently invited as per Council's June 2019 resolution. Quotations were received and assessed by compliance and qualitative criteria, in conjunction with the pricing submitted. As a result, officers have revised the estimated cost to complete the process, and advise that in order to proceed with this process in accordance with Council's June resolution, it would be necessary for Council to approve unbudgeted expenditure of up to \$150,000.

Prior to Council authorising the unbudgeted expenditure, officers thought it appropriate to seek from Council if it wished to proceed with this project. If Council does not wish to proceed it is recommended that Council revoke the previous decision. Should Council wish to revoke the previous resolution G.31/6/19, it will require five elected members to signify their support for the recommendation before it can be put.

Note:

- Refer ***Confidential Attachment***

RECOMMENDATION 1

That Council authorises unbudgeted expenditure of up to \$150,000 to undertake the retail trading hours three-part consultation process in accordance with Council's June 2019 resolution.

ABSOLUTE MAJORITY REQUIRED

OR

RECOMMENDATION 2

That Council revokes G.31/6/19 Retail Trading Hours, which read

That Council:

- 1 Authorises officers to undertake a community and business consultation process in relation to retail trading hours in Mandurah.***
- 2 Authorises expenditure for the engagement of a consultant to undertake the community and business consultation.***
- 3 Requests officers to provide a subsequent report to Council on the results of the community and business consultation on Mandurah's retail trading hours.***
- 4 Authorise expenditure for the engagement of an independent and suitably qualified consultant to provide a report to council of the economic impact of extending deregulating retail trading hours in Mandurah.***
- 5 Authorise expenditure for the engagement of an independent and suitably qualified community consultant to report on the social impact on retail business owners, their families and their staff in Mandurah.***

ABSOLUTE MAJORITY REQUIRED

Note: Requires one mover and four seconders

OR

RECOMMENDATION 3

PART 1

That Council revokes G.31/6/19 Retail Trading Hours, which reads:

That Council:

- 1 Authorises officers to undertake a community and business consultation process in relation to retail trading hours in Mandurah.***

- 2** *Authorises expenditure for the engagement of a consultant to undertake the community and business consultation.*
- 3** *Requests officers to provide a subsequent report to Council on the results of the community and business consultation on Mandurah's retail trading hours.*
- 4** *Authorise expenditure for the engagement of an independent and suitably qualified consultant to provide a report to council of the economic impact of extending deregulating retail trading hours in Mandurah.*
- 5** *Authorise expenditure for the engagement of an independent and suitably qualified community consultant to report on the social impact on retail business owners, their families and their staff in Mandurah.*

PART 2

Approves the engagement of a consultant to undertake community consultation in relation to Retail Trading Hours.

ABSOLUTE MAJORITY REQUIRED

Note: Requires one mover and four seconders

9 **SUBJECT:** City's Approach to Carbon Abatement
 CONTACT OFFICER: Brett Branchley
 AUTHOR: Karin Wittwer/Brett Branchley
 FILE NO: R000259822

Summary

The City's approach to reducing its corporate carbon footprint has evolved considerably since it first made a public commitment to taking action to address climate change by signing up to the Cities for Climate Protection Program (CCP) in 1999. Given the quickly changing trends and introduction of disruptive technologies in the energy industry, the traditional approach of preparing a long-term prescriptive strategy is not flexible enough to guide the City's work in this space moving forward. Also, previous methods of measuring carbon abatement have not best reflected the effort and achievements of the City.

In order to better represent the City's carbon abatement work and guide future work, it is proposed that a renewable energy target be set and reported against in the City's Community Strategic Plan reporting mechanism.

Officers are requesting that Council:

1. Acknowledges that the City is pursuing a number of different options to reduce our reliance on non-renewable energy sources that may involve partnership with external parties.
2. Agrees to enter into a Memorandum of Understanding with private entities pursuing funding for a fuel cell/electric vehicle mobility trial in Mandurah.
3. Supports officers continuing to engage with external parties interested in renewable energy to work with the City to explore carbon abatement options, including entering into Memorandum of Understandings and Mutual Confidentiality Agreements.
4. Continues to lobby the State Government on the issue of LED street lighting until clear costings and resource availability are provided that will enable the City to conduct LED street light retrofitting.
5. Adopts the target of 25% of the City's total energy consumption to be supplied by renewable sources by 2030.

Disclosure of Interest

Nil

Previous Relevant Documentation

- CC.16/2/18 13 February 2018 Council authorise the Chief Executive Officer to sign a Memorandum of Understanding between City of Mandurah and Western Power for the purpose of the Community Power Battery Bank Trial
- PCDS.5/2/11 8 February 2011 Council adopted the Corporate Emission Reduction Strategy;
- PCDS.31/2/09 17 February 2009 Council endorsed the Climate Change Framework and acknowledged actions required to achieve the Climate Change Protection reduction goals;
- G.11/5/05 24 May 2005 City of Mandurah was recognised for its formal commitment to the Cities for Climate Protection Program;
- G.36/11/04 15 November 2004 Council endorsed proposal to increase the Cities for Climate Protection (CCP™) Corporate Reduction Goal from 20% to 30% for 2010 and accepted the Updated Summary of the Local Action Plan;

Background

The City's approach to reducing its corporate carbon footprint has evolved considerably since it first made a public commitment to taking action to address climate change by signing up to the Cities for Climate Protection Program (CCP) in 1999.

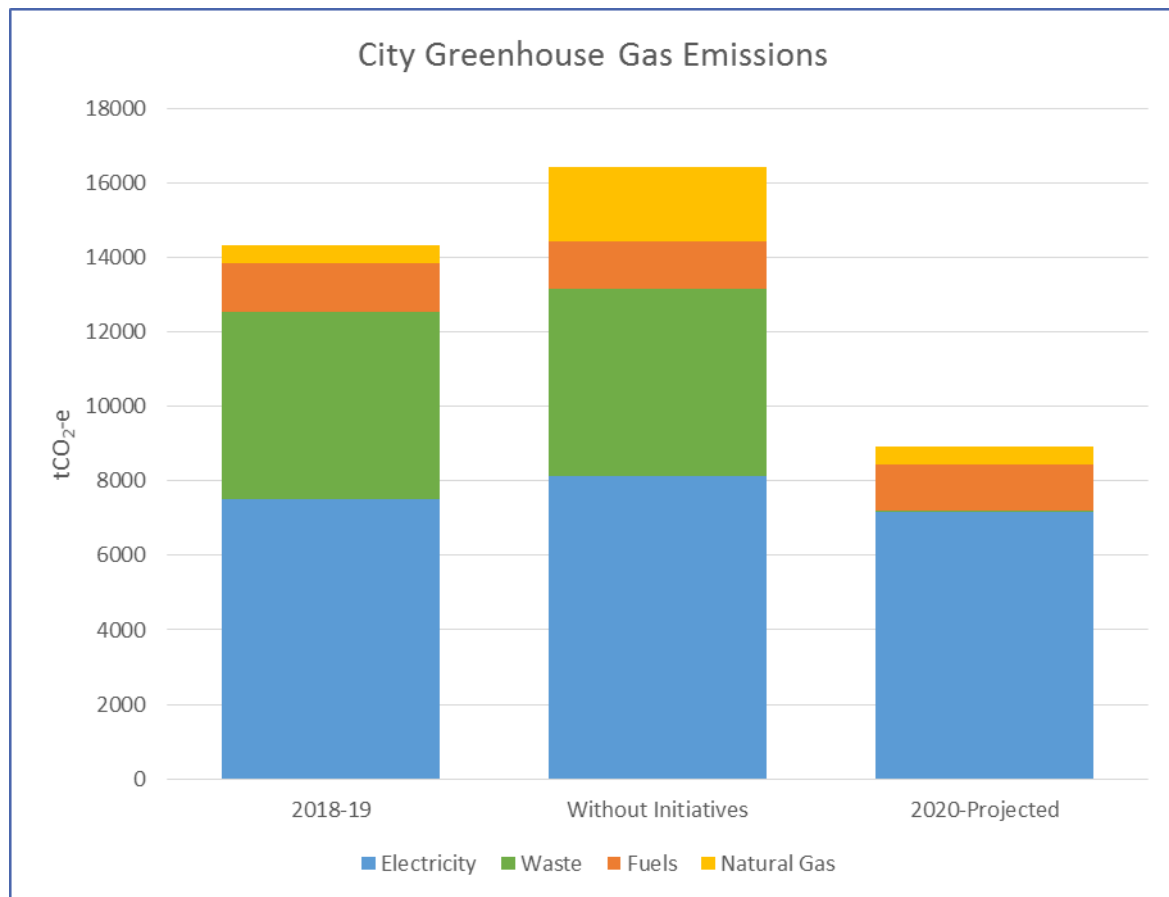
Under the CCP Program the City had set an emissions reduction target of 30% by 2010 based on a carbon emissions inventory established in 1998 totalling 7,780 t CO₂-e. The CCP program had ceased to exist by the 2010 date, however, the City continued to report on its emissions reductions on a short-lived WALGA platform and was able to claim that it had achieved a 57% reduction in carbon emissions. However, it was noted that this reduction was largely achieved via the purchase of carbon offsets and GreenPower, placing a financial burden on the City in excess of \$800,000 per annum.

In 2011, Council adopted its own Corporate Emissions Reduction Strategy which was independent of any externally facilitated program. This strategy took a new approach and acknowledged the limitations of relying on carbon offsets for emissions reduction. A target was set to reduce carbon emissions to zero by 2020 but only rely on carbon offsetting to reduce a maximum of 50% of the 2009-10 carbon inventory offsets of 7,307 t CO₂-e, this inventory not accounting for carbon offsetting. Under this new approach, instead of purchasing GreenPower and indirectly funding State Government's efforts to decarbonise the grid, the City began investing in larger renewable energy and energy efficiency projects, such as the Solar plan, LED retrofitting and the geothermal pool heating at the Mandurah Aquatic and Recreation Centre. The City also ceased purchasing carbon offsets for its fleet emissions that were largely funding revegetation and bushland conservation efforts in other regions of the world. The rationale behind this was that a more effective outcome would be achieved if the City instead focused on revegetation and conservation efforts within Mandurah currently being provided for by initiatives such as street tree and community planting programs and the Bushland Buyback scheme.

However, since 2009-10 the City's GHG emissions have increased by 96% for three main reasons:

1. The move away from carbon offsetting and more direct action meant a considerable increase in the City's carbon emissions as initiatives under the Bushland Buyback scheme are not recognised under carbon accounting standards.
2. Whilst major projects such as the geothermal plant, solar plan and LED rollouts have abated emissions by 735 t CO₂-e per annum so far, the increase in energy demand from the City has outpaced this abatement effort. For instance the redevelopment of the MARC increased total annual electricity demand for the site from 2100 MWh to 2600 MWh and there have been a number of new facilities opened, contributing to the City's carbon inventory such as Lakelands library.
3. Since 2012, officers have been developing their own emissions reporting platform and this work continues to identify sources of carbon emissions that the previous CCP platform did not consider or accommodate. For example, from 2009-2011 the City's waste related emissions were being estimated as 4% of total municipal waste collected. But since 2012 the Waste Management team have been recording the actual levels of waste produced by City operations and collected from City managed lands. The quantity of emissions recorded subsequently increased by approximately 1000 t CO₂-e.

Despite an increase in emissions, the move away from carbon offsets and towards more direct abatement measures has provided a number of benefits to the City. Reductions in annual operating costs related to energy consumption have been significant for a number of projects. For example, the energy produced by the fourteen solar panel installations on City managed facilities since 2014 would have cost in excess of \$600,000. Redirecting investment from carbon offsetting and purchasing GreenPower to initiatives like the Bushland Buyback scheme have provided significant local conservation benefits and more assurance that these vegetated areas will continue to be managed effectively than investing in overseas revegetation and conservation schemes. The following graph illustrates the impact of these efforts on the City's carbon profile.



Arguably, some of the more useful benefits of the City's direct abatement efforts have been establishing a reputation as an active and leading local government in the area of energy reform and an improved capacity within the City to manage its energy portfolio. The City's reputation was a key reason behind Western Power seeking collaboration to implement community battery storage trials in Meadow Springs and Falcon. However, the City's capacity to undertake and deliver on complex energy reform initiatives will become increasingly important as new technologies are becoming available at a rapid pace. Traditional means of energy consumption will become increasingly outdated, requiring the City's approach to carbon abatement to continue to evolve.

Comment

The potential of the City's current approach to carbon abatement to have a significant impact on climate change can be argued to be quite limited. The City's emissions represent less than 1% of Mandurah's total municipality emissions and less than 0.02% of the State's total emissions. However, based on improved reputation, capacity and intellectual knowledge in the energy industry, the City is well positioned to have a significant influence on assisting the broader community to reduce emissions and thus have a greater impact. With this in mind, the City's approach to carbon abatement has begun to evolve once again as new and different opportunities are being presented and realised. Also, rather than being informed by a prescriptive long-term strategy, this approach is now essentially a collection of initiatives that are assessed individually based on their merit. This is an important change as introduction of new technologies and changes in industry regulations and trends are happening too frequently for such a strategy to effectively inform a body of work.

The initiatives being pursued under this approach to carbon abatement can be broadly categorised as either:

- Within the City's control – initiatives that directly reduce the City's corporate carbon footprint, or
- Within the City's circle of influence – initiatives that also support other entities to reduce their carbon footprint

An example of some of the more recent and current initiatives includes:

Within the City's control

Solar Plan

Since 2014 the City has installed over 430 kW of rooftop solar PV on City owned buildings, through the "Solar Plan" rollout. This has resulted in the ongoing annual abatement of 495 t CO₂-e. The electricity savings to date are in excess of \$210,000 per annum and the average return on investment per system is approximately 4 years. A further 460 kW is planned over the next 5 years, including 200 kW due to be installed at the MARC this financial year. These additional systems will result in a further 530 t CO₂-e per annum being abated and \$225,000 per annum in operational savings.

Solar Farm

The City has conducted a pre-feasibility assessment of the installation of off-site solar energy generation that could be used to supply a large portion of the City's remaining energy demand of its building assets in one hit. The assessment suggested the most viable option would be the installation of 1 MW of solar panels, which would service approximately 50% of the City's contestable electricity needs and abate 1,700 t CO₂-e per annum. This initial assessment has suggested a return on investment in the order of 8-12 years, however further feasibility work is required to more accurately quantify this opportunity.

LED Lighting

Similar to the "Solar Plan," the City has been rolling out an LED plan where each year alighting at one or two facilities gets updated with LED technology. The plan involves retro-fitting lighting in buildings, carparks, reserves and sporting grounds to more efficient LED equivalents, in order of priority. In some cases, where appropriate, solar power LED lighting has been installed. Typically an LED retro-fit has seen electricity consumption reduce by an average of 20%. Over the next ten years the plan is to retrofit a further 30 buildings, 6 sporting grounds, 26 carparks and 53 reserves.

LED Street Lighting

Emissions from unmetered street lighting managed by Western Power are responsible for 25% of the City's total carbon footprint. Retrofitting these streetlights with a more efficient LED equivalent presents perhaps the most simple and easiest opportunity for the City to reduce its carbon footprint. After nearly a decade of consultation, Western Power released a full selection of LED luminaires in October 2018 and in July 2019 Synergy released the corresponding unmetered street lighting (daily) LED tariffs. Retrofitting streetlights with LEDs is expected to reduce the City's street lighting emissions by approximately 50%, equivalent to 1,750 t CO₂-e per annum and would save the City in excess of \$750,000 per annum. Currently the barriers to deployment are the unknown cost of installation and as the assets are managed by Western Power, the capacity of that organisation to implement the retrofits. Both of these pieces of information are required from Western Power before the City can prepare an adequate business case for consideration. At present the City is on an indefinite waiting list to receive this information with an indication only that it should be received in 2020.

District Cooling

The City is currently engaged in a two stage feasibility study investigating the option of a centralised air-conditioning (HVAC) plant to service numerous co-located buildings within the Mandjar Bay precinct where a number of existing HVAC systems are fast approaching their end of life. Stage one of the study has assessed six different plant configurations compared to a base case like-for-like replacement. Initial findings of stage one of the study suggest a net present value (NPV) of "district" solutions to offer up to a \$3m lower NPV and a 30,000 t CO₂-e abatement compared to the base case over a 30 year lifespan. The first stage of the study is expected to be finalised in January 2020 and assuming feasibility is demonstrated the study will progress to stage two which will include a concept design and detailed financial, environmental, social and risk assessments of the recommended solution.

Cogeneration at the MARC

The City is currently undertaking a detailed feasibility study of a gas to power or combined heat and power generator at the MARC. The City has already installed a geothermal heating system which has displaced 80% of the site's gas consumption. However as a result of the significant redevelopment to the site, electricity consumption remains exceptionally high, representing 12% of the City's total carbon account and \$535,000 in annual costs. A gas-to-power generator could generate its own on-site electricity and displace both grid electricity and residual gas consumption. This generator would also be to provide backup power in the event of grid failure, which is essential as the MARC is the City's main nominated evacuation centre. Initial assessments have found a combined heat and power generator could potentially save the City in excess of \$300,000 per annum delivering a return on investment of between 2.5 – 5 years. The system has the potential to abate 950 t CO₂-e per annum with potential to further decarbonise via future sources of renewable gas such as renewable hydrogen.

Within the City's circle of influence

Hydrogen Fuel Cell/Electric Vehicle Mobility Trial

The City is currently collaborating with several private entities who are attempting to deploy a mixed mobility Hydrogen Fuel Cell Electric Vehicle project and related infrastructure. The collaboration has identified Mandurah as their preferred location for their project. The project consists of a partnership between a future renewable hydrogen producer, a hydrogen transport and refuelling infrastructure provider and various potential end users of the fuel, of which the City has been identified as one. A funding application has been made to the WA State "*Renewable Hydrogen Fund*" by the hydrogen producer with the support of the City, to explore this opportunity in a detailed technical and economic feasibility study. In order to continue to develop this project the City has been requested to sign a Memorandum of Understanding with the other parties. (Refer to Confidential Attachment 1)

Synergy/Fleet Carma Electric Vehicle Assessment

The City has been approached by Synergy to partner in an assessment of the characteristics of use of internal combustion engine fleet vehicles. The assessment will attempt to determine whether there is an advantage to replace such vehicles with electric or hybrid vehicles. Synergy will provide the City with 25 FleetCarma data devices free of charge which will be connected to current fleet vehicles and gather second-by-second vehicle diagnostic data for a 3 month trial period. At the end of the trial period, Synergy will provide a report to the City identifying where there would be a benefit in replacing existing fleet with electric or hybrid vehicles. A "Collaboration Agreement" has been signed at the request of Synergy in order for the trial to move forward.

Community Powerbank

Last year the City partnered with Western Power and Synergy to deliver an Australian first, the Meadow Springs "Community Powerbank" trial. The Community Powerbank is a large centralised battery storage installation that allows the surrounding residents to feed in their excess daytime solar production, and then access it later in the day for a fixed daily fee. The trial has allowed residents to consume more of the renewable power they generate and 81% of participating customers have made a saving in their electricity bills. In addition the installations have helped to stabilise demand on the network and defer expensive network upgrades, the cost of which would ultimately be passed onto all consumers. As a result of the successes of the trial a further ten Community Powerbanks are due to be installed throughout WA this year by Western Power and Synergy. Western Power has approached the City to accommodate one of the larger new installations in Falcon. The Community Powerbanks have been installed at no expense to the City but in order to facilitate these projects, Western Power have requested Memorandum of Understandings (MoUs) to be signed.

MEAG/MCCAG Comment

This item was considered by the Mandurah Environmental Advisory Group at its meeting on 22 November and the following comment was made:

MEAG supports the officer recommendations outlined in this report, particularly the commitment to an interim target for renewable energy. Further to this, MEAG wishes to emphasise the importance of considering whole of life costings in decision making by the City.

Statutory Environment

Nil

Policy Implications

Nil

Economic Implications

Significant investment will be required in the form of capital if the City is to implement further carbon abatement projects. It is envisaged that this target will be reached via a range of key initiatives such as district cooling, cogeneration at the MARC and streetlight retrofitting mentioned in this report. These initiatives will be presented to Council along with a comprehensive business case and it is expected that there will be an economic advantage to implementing them when whole of life costing is considered.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Environment:

- Factor climate change predictions into land-use planning, building design and future council decisions.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver appropriate services and facilities.

Conclusion

The City's approach to carbon abatement is naturally evolving as new opportunities and partnerships have been presented. Given the quickly changing trends and introduction of disruptive technologies in the energy industry, the traditional approach of preparing a long-term prescriptive strategy is not flexible enough to guide the City's work in this space moving forward. Also, previous methods of measuring carbon abatement have not best reflected the effort and achievements of the City due to gaps in previous carbon inventories and an over reliance on carbon offsetting.

In order to better represent the City's carbon abatement work and guide future work, it is proposed that a renewable energy target be set and that reporting against this target be captured in the City's Strategic Community Plan reporting mechanism. Officers suggest that a target of 25% of the City's total energy consumption to be supplied by renewable sources by 2030 be set. This target is considered achievable and in alignment with the recommendations within the Intergovernmental Panel on Climate Change (IPCC) special report on climate change (2018), which discusses the need to curb global warming at 1.5°C and achieve carbon neutrality by 2050 with substantial interim targets. Given the majority of City emissions are

attributable to street lighting, this target should be reviewed should the State Government provide the necessary costings and resource availability the City requires in order to conduct retrofitting of street lights with LED options.

The City's carbon abatement work will also benefit substantially by working in partnership with external parties including state departments, universities and private entities. Typically, opportunities to partner with external parties require entering into Memorandum of Understandings and relevant agreements and are expected to be entered into in short timeframes otherwise the opportunity can be lost. Establishing an intent to partner with such organisations would be of benefit to officers when discussing opportunities with such parties.

NOTE:

- Refer ***Confidential Attachment***

RECOMMENDATION

That Council:

1. **Acknowledges that the City is pursuing a number of different options to reduce our reliance on non-renewable energy sources that may involve partnership with external parties.**
2. **Agrees to enter into a Memorandum of Understanding with private entities pursuing funding for a fuel cell/electric vehicle mobility trial in Mandurah.**
3. **Supports officers continuing to engage with external parties interested in renewable energy to work with the City to explore carbon abatement options, including entering into Memorandum of Understandings and relevant agreements.**
4. **Continues to lobby the State Government on the issue of LED street lighting until clear costings and resource availability are provided that will enable the City to conduct LED street light retrofitting.**
5. **Adopts the target of 25% of the City's total energy consumption to be supplied by renewable sources by 2030.**

10	SUBJECT:	Youth Advisory Group
	CONTACT OFFICER:	Tim Hartland
	AUTHOR:	Tamara Mott/Natalie Lees
	FILE NO:	R0002597773

Summary

It is proposed that a Youth Advisory Group for young people aged 15-24 is formed to create a formal process for youth consultation. The City currently has no formal process to obtain youth opinions to assist in informing Council decisions.

Disclosure of Interest

Nil

Location

Nil

Previous Relevant Documentation

- G.21/07/19 21 July 2018 Community Development Review: Findings and directions.
- G.18/10/14 28 October 2014 City of Mandurah Youth Strategy 2014 – 2018.

Background

The City delivers a broad range of youth activities and programs, works in partnership across the sector and builds capacity within its community to support Youth. This is done through program delivery, strategic partnerships, and via empowering young people.

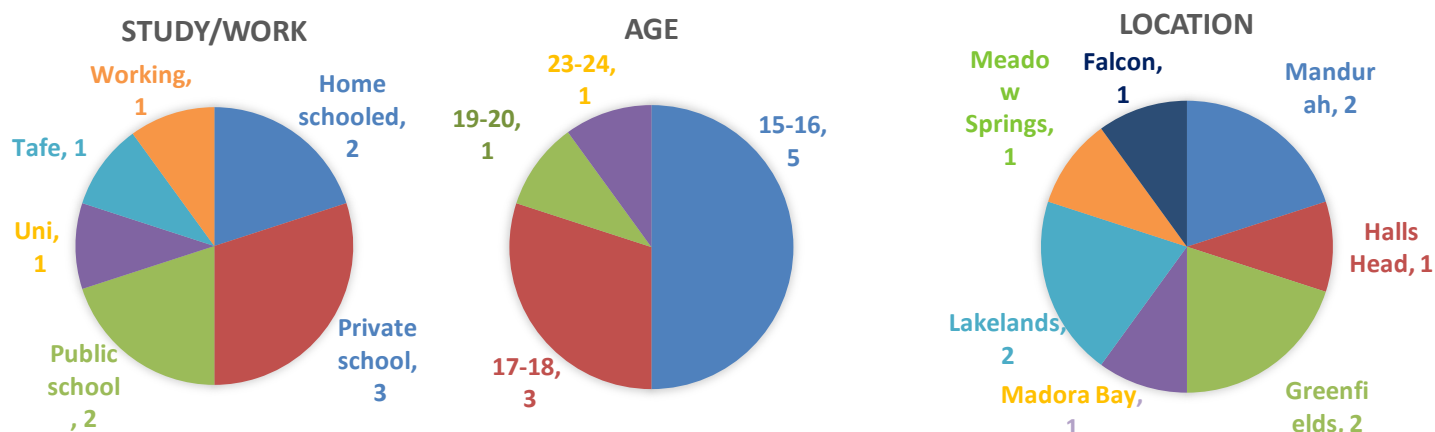
The City fosters leadership through delivering a number of programs including the “Junior Council” for year 6 students, which is a successful yearly program that teaches participants about Government and culminates with a community based group project, however, it does not act as a representative consultation group of youth due to their age and specific focus. The City also supports the “Making Waves Youth Leadership Group” for 15 to 24 year olds who represent a broad cross section of Mandurah’s youth community and have delivered initiatives such as the successful ‘Beats under the Bridge’ youth event. However, as with the Junior Council, this group does not act primarily as a consultative group, although has on occasions informally been used to provide advice.

Officers undertook research of operating models and found Youth Advisory Groups can add value to Council, however it is recommended that they work a relaxed environment to ensure young people feel comfortable to participate. Youth Advisory Groups are featured within many local governments in Western Australia. Examples are the City of Bunbury’s Youth Advisory Council, City of Cockburn’s Youth Advisory Collective and City of Fremantle’s Youth Network (Formally Youth Liaison Group), the three local government groups have a strong link with their councils. Officers also found successful youth advisory groups were project based with the advisory aspect being one component. Allowing young people to develop local initiatives, events and projects was found to further develop their skill set and belief that they can make a difference in community. Feedback from many councils was that groups that are solely advisory can struggle with member retainment and are usually adult led, rather than youth led.

The City’s current Making Waves Youth Leadership Group was initially established by Council in September 2017 to co-design the “City’s Making Waves Mandurah Youth Forum”. The group has evolved to primarily work on projects within the community such as Beats Under the Bridge and the Youth Alcohol Campaign. They also act as an informal advisory group at times, with other City teams asking the group’s opinion on projects that impact young people, for example the Mandurah Skate Park upgrade. The group

meets fortnightly on a Wednesday 4-6pm at the Billy Dower Youth Centre and is supported by the City's Youth Development Team.

The group is currently comprised of 10 members aged 15-24. Three of those are male. They represent a diverse demographic background as illustrated below:



Comment

It is recommended that a Youth Advisory Group is formed and the existing Making Waves Youth Leadership Group be dissolved, with current members encouraged to apply to the newly formed Youth Advisory Group. A final function and acknowledgement of Making Waves members will be held.

Purpose of the Youth Advisory Group

- To create a formal process for youth consultation, to inform Council decisions.
- To empower young people to develop their self-confidence and skill set, so they can take these learnt skills back to their own community groups.
- Information sharing between Council and young people.
- Assist council to identify local challenges young people are facing.
- Empower young people to address issues relevant to them.
- Deliver projects, campaigns and events. This could lead to the formation of sub committees that meet more regularly to work on a particular project.

Make up

- 12 young people aged 15-24 living within the City of Mandurah.
- 2 City Officers to provide facilitation and administration support.
- Elected members invited to attend meetings on an informal basis.

Proposed recruitment

- Applications open every two years, promoted to community and other youth organisations or groups.
- Applications open to youth aged 15-24 with applicants from diverse backgrounds and abilities encouraged.
- Council to review applications and appoint positions.
- Young people have the option to renominate if they wish.
- If vacancies arise before term is complete, then nominations called in a timely manner to replace.
- Encourage nominations of representatives from other youth related groups (i.e. potential Lakelands Youth Group, Headspace Youth Reference Group etc.) or place based youth champions.

Meeting Process

- Bimonthly the group will hold a formal meeting.
- Young people can rotate the role of chair, as recommended during consultation with the Making Waves Youth Leadership Group.

- Council report items can be tabled to the agenda by City staff, young people would not be expected to read formal reports however. Staff would present their item in the meeting in a youth friendly way.
- Youth Development Staff would facilitate and capture recommendations from the group for staff to incorporate into relevant council reports.

Internal staff referral process

- If the Council report item is a major project or youth related, they will be encouraged to seek a comment from the Youth Advisory Group.

Resource Considerations

- Running a more formal group will require additional administration support, to be sourced within current resources.

Youth Participation Considerations

In accordance with best practice recommendations to engage young people, it is recommended that;

- The City supports a comfortable environment to suit the needs of young people, willing to be flexible, friendly and supportive.
- Some young people may join the informal subcommittee meetings to assist with individual projects, these young people won't go through the nomination process or come to the formal bi-monthly meetings.
- Young people to decide on the name of the group, internally in the City the group will still be known as the Youth Advisory Group, however it was recommended by the Making Waves Youth Leadership Group that young people will identify more with an informal name.
- Young people have decision making power, responsibility and access to information to be able to participate meaningfully.

Terms of Reference

It is recommended that the terms of reference are co-designed with the youth advisory group members once appointed. These will need to:

- Be culturally appropriate & professional
- Include terms of membership, allowing for flexibility of young people's changing commitments arounds exams for example, but clear expectations of communication expectations and group commitment.
- Address all points raised in the above of makeup, meeting frequency, recruitment, referral process.

Consultation

The current Making Waves Youth Leadership Group were consulted about whether they think a youth advisory group would be beneficial, and what they would recommend if they were to be members. They like the idea of a formal group as it would allow them to feel more connected to Council, potentially lead to more opportunities and allow for Council to have a better understanding of the work the group achieves.

Some recommendations were that the role of chair should be shared as an upskilling opportunity for everyone and to avoid power imbalances. They feel it is important meetings are able to remain "relaxed", not too formal so people feel comfortable to say what they really feel. They also think that the group should remain project based, so that young people can continue to make a difference in areas the group are passionate about, as well as advising.

Statutory Environment

Nil

Policy Implications

N/A

Economic Implications

Running a more formal group will require additional administration support, to potentially be sourced within current resources.

The Making Waves Youth Advisory group currently co-delivers the major Beats Under the Bridge event with a budget of approximately \$16,000. They also co-design a youth forum when the need arises which has a budget of approximately \$10,000. These resource considerations have already been factored into the current and next financial year budget.

Risk Analysis

While members of the group will be providing their recommendations to Council, it will be communicated to the group that these recommendations may sometimes not be followed. There will also be a need for some level of confidentiality.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social

- Provide opportunities, services and activities that engage our young people

Identity

- Encourage active community participation and engagement.

Organisational Excellence:

- Listen to and engage with our community.

Conclusion

The creation of a Youth Advisory Council will allow the City to increase youth consultation and engagement, empowering young people to be involved in decision making for their community.

NOTE:

Refer ***Attachment 1*** ***Application Form***

RECOMMENDATION

That Council:

1. **Support the creation of a Youth Advisory Group for young people aged 15-24 years, to provide advice to Council on matters affecting young people.**
2. **Acknowledge that Terms of Reference will be co-developed with the newly appointed group and referred to Council for approval.**
3. **Authorises officers to call for nominations for the new Youth Advisory Group, which will be referred to Council for final approval.**

Youth Advisory Group Application Form

(online version also)

Name *

First Name

Last Name

Age *

Date of Birth (Day/Month/Year) *

Contact number

Suburb *

Email *

If you are studying or working, please tell us where?

Are you: *

☐ Male
 ☐ Female
 ☐ Prefer not to say

☐ Other:

Do you identify as LGBTI+?

☐ Yes
 ☐ No
 ☐ Prefer not to answer

In which country were you born? *

Please write the name of the country here

Are you of Aboriginal/Torres Strait Islander origin? *

☐ Yes
 ☐ No

Medical information / special needs considerations

Please describe any medical conditions or medications that may affect your health or any other special requirements you have (Dietary requirements, allergies, asthma or wheelchair access, etc)

Parent/Guardian/emergency contact name

First Name

Last Name

Parent Guardian/emergency contact Phone

Tell us a bit about yourself? *

Why are you interested in being a part of this group? *

Referee - Please provide one reference we can contact who knows you well and isn't a family member eg. Teacher, Coach etc. *

First Name

Last Name

Relationship to you: *

Referee Phone number: *

The group will meet on a Wednesday afternoon from 4pm. Would you be able to commit to this? *

☐ Yes

☐ No

☐ Other:

Lastly, how did you find out about this opportunity? *

11 **SUBJECT:** Fully Fenced Dog Exercise Area
 CONTACT OFFICER: Brendan Ingle
 AUTHOR: Brendan Ingle
 FILE NO: R0002554518

Summary

Fully fenced dog parks are becoming an increasingly popular public facility provided by local government. These parks provide a secure environment for dog socialisation, exercise and training and also provide owners with an opportunity for social interaction particularly those with reduced mobility.

In December 2017, Council received a petition containing over 562 signatures requesting the City investigate the viability of a fully fenced dog park. Feedback from the community has been consistent that a facility of this type would be very popular.

Commencing 5 April, the City undertook an extensive community consultation seeking direction from the community about seven potential locations. The campaign was strongly supported with an estimated 4901 visitors to the Mandurah Matters Enclosed Dog Park page and active participation in identifying preferred locations or providing feedback on why locations would not be appropriate.

Considering the feedback from the consultation campaign, officers have undertaken a more detailed assessment and Council is requested to approve the recommended location for the dog park as Leslie Street, Dudley Park Reserve 40075.

Council is also requested to approve the formation of a working group inclusive of community representatives, dog trainers and relevant staff to design a park that meets the needs of a broad range of stakeholders.

Previous Relevant Documentation

Nil

Background

Enclosed dog parks have the potential to extend the exercise and socialisation opportunities for dog owners and their pets. The benefits of dog parks have been described as:

- A social environment where people and their dogs can recreate together with other people and their dogs
- Dogs and their owners can be separate from other people who don't want to interact with dogs while visiting the park
- They keep dogs out of sensitive environments such as waterways or bushland areas but still allow them access to parkland
- They provide a meeting place or activity hub for people and families
- They encourage people to exercise more vigorously with their dogs
- They provide older people and people with disabilities with an accessible and safe place to exercise their animal companions
- They support apartment dwellers or people living on small allotments to have canine companions
- They provide a venue that encourages dog-to-dog socialisation
- They can provide an environment where advice is exchanged on dog management and where responsible dog ownership is encouraged
- They provide for the travelling community in areas where there are limited opportunities for dogs, eg roadside stops
- They provide a focal point for community education and training programs
- They can help avoid potential conflict between dogs and other activities in parks.

The City of Mandurah currently has 15,489 registered dogs and provides extensive areas for off lead dog exercise on beaches and dedicated reserves. A facility that has been regularly requested including the submission of a petition to Council in December 2017 is an enclosed dog park. Fully fenced dog parks are a recreational space that is an enhancement to variety of opportunities for people to exercise and socialise.

Fully fenced dog parks have proven extremely popular within other local governments, with people prepared to travel some distance to make use of the facility. To give some indication, and although there are many variables in each site's popularity, from site visits to other local governments it could be conservatively estimated that a fully fenced dog park would see a visitation rate of 80 dog owners per day.

In addition a number of dog trainers and dog related businesses have indicated their support for the provision of a dog park with appropriate equipment to improve obedience and socialisation. There are at least 22 fully fenced dog parks within the metropolitan area. Dog parks are available in the following local governments with more parks currently under development:

- | | | |
|-------------------------------|--------------------|------------------|
| • City of Swan | • City of Stirling | City of Gosnells |
| • City of Rockingham | • City of Nedlands | City of Wanneroo |
| • City of Kwinana | • City of Cockburn | City of Armadale |
| • Shire Serpentine Jarrahdale | | |

To commence the process of determining an appropriate site, a group of experienced City officers undertook a preliminary scoping of potential locations in order to commence a public consultation. This preliminary scoping did not include an assessment of the detailed overall design merit, but focused initially on sites that:

- provided adequate size (minimum of 3000m² is considered an average size for an enclosed dog park)
- were on land under the City's ownership or management
- had or could accommodate adequate parking
- reasonable road and path networks
- preferred if already popular with dog owners and likely to receive strong usage
- could potentially add value to the sites' current use
- capable of being used all year without concern for drainage issues or other constraints
- vegetation cover adequate.

The consultation participation rate was extremely high including 4901 visitors to the project page of the Mandurah Matters website. The consultation allowed the community drop pins on their preferred location and/or leave comments. The sites identified were as follows.

Location	Pins Dropped as Preferred Location	Negative Comments
Acheron Road, San Remo (R42764)	51	1
34-38 Karinga Road, San Remo	85	12
Leslie Street, Dudley Park (R40075)	57	nil
Melaleuca Terrace, Halls Head (R42306)	35	nil
Mary Street, Halls Head (R41925)	40	10
Fairbridge Road, Halls Head (R21231)	120	7, plus 2 specific Correspondence
Steerforth Avenue, Coodanup (R42173)	22	1
Cambridge Drive, Greenfields (R43799)	21	nil

Comment

As part of the comments there were a small number of participants who indicated that fully fenced dog parks were unnecessary and there were currently plenty of available exercise areas in the City. It is acknowledged that there are significant off lead opportunities particularly in the south of the City but that an enclosed dog park is a facility that provides a particular environment that is not directly comparable to broader off lead areas.

A number of members of the community highlighted Lakelands as a location that would benefit from this facility. Officers are aware of a lack of dog off lead areas in the northern Meadow Springs and Lakelands area and officers sought to identify potential locations but presently there are constraints with environmentally sensitive interfaces and also active use of reserves. There may be opportunities to make greater use of Lakelands Regional Open Space in a similar way that other active reserves are utilised in the City for dog off lead usage in the future.

The consultation has highlighted strong interest in the provision of a fully fenced dog park with a very positive response from the community. It is important to note that there are those through the consultation process who have strongly indicated locations that they do not want a fully fenced dog park. Many people in the community have strong affinity with existing public open space and site selection can be divisive and should be carefully considered.

Option 1 (Recommended)

Officers are recommending the site of Leslie Street, Dudley Park (R40075). The site carries the required key features as noted in the assessment matrix in **Attachment 1**. The site was the third most popular identified location without negative feedback. The site has an adequate area, has good shade and grass covering. It is centrally located and able to service a high number of properties walking or driving.

One important feature of the site is that the site's utilisation will be significantly enhanced from current. The site is currently primarily used for dog off lead activities with an alternative dog off lead area available further south on Waterside Drive which is closer to the estuary. The site has minimal residential interface and importantly the site has the potential to utilise existing off street parking at the Leslie Street boat ramp which may reduce construction costs.

Acheron Road, San Remo (R42764) was noted as also having many positive features in particular as a potential attractor of visitors from residential properties to the north. This may have some economic flow on to commercial premises at the Meadow Springs Shopping Centre. The site does have a more direct interface with residential properties and would increase localised traffic in Hestia Way.

Other sites have been noted as potentially being more popular. Consideration has been given to this feedback, in particular the sites at Fairbridge Road and Karinga Road. However these sites are in closer proximity to residential premises and strong representation has been made indicating the local residents are not in favour of these locations.

At the Council Meeting of 26 November 2019 a number of issues were highlighted regarding the recommended Leslie Street (R40075), Dudley Park site. Of particular note was the impact of Mandurah Road on the safety and appropriateness of the site.

Council Officers are of the view that through more detailed design of the Leslie Street (R42764), Dudley Park, site measures to reduce the impact of Mandurah Road could be incorporated including set-backs, vegetated screening, higher fencing, concrete plinths under fencing to prevent digging, or jump resistant jumping that may alleviate concerns.

In order to progress to a more detailed design it is recommended a working group consisting of City Officers and interested community members be established to consider important issues such as:

- Size
- Shape
- Park Layout
- Activity Zones and Path Networks
- Fencing
- Entry and Exit Points
- Equipment and facilities
- Surface Materials
- Seating, Tables and Amenities
- Signage

Alternative Option

A deputation presented at the Council meeting of 26 November 2019 indicated the preferred location was the Joseph Cooper Reserve, Mary Street. Halls Head. This site was recorded via the consultation as the 5th most popular site and received 10 negative submissions. It is noted that this site could allow the fully fenced dog park to fit into the larger available grassed area reducing its visual and amenity impact. The site has a lower traffic volume in close proximity to the site and lower ambient noise level. It should be noted that Officers are of the view that there is a higher likelihood of local community resistance to this site given the current amenity the public open space offers.

An option available to Council for consideration is the formation of the working group to explore in more detail the merits and gauge community feedback on a smaller number sites that might include Leslie Street (R40075) Dudley Park, Joseph Cooper Park, Mary Street Halls Head and Tuart Park, Acheron Road San Remo with more detailed design information developed for each site.

Consultation

The City undertook an extensive consultation with the first phase being to determine community interest in the provision of a fully fenced dog park within the City of Mandurah and explore preliminary and potential locations that the community indicate are most desirable.

Officers are satisfied that there was a strong and balanced response to the proposed potential location providing guidance on the communities preferred location but also exploring the locations where there was concerns raised.

Medium/Channel	Feedback items received
Mandurah Matters webpage visits	4,901 (by 4,554 visitors)
Mandurah Matters webpage map pins	438
Mandurah Matters webpage comments	61
Email responses received by Ranger Administration	40
Facebook comments	28
Other (mail & completed customer comment forms)	3
TOTAL FEEDBACK ITEMS RECEIVED	570

The methodology for the consultation included the following:

Mandurah Matters webpage	1
City of Mandurah website homepage carousel	1
Emails – sent via Mailchimp to registered dog owners in excess of 8,000 on each occasion	3
Printing – postcard & poster	3,000 postcards 30 posters
Letterbox drop to properties with 200m of identified locations	Approx. 2,500
Newspaper advert	1
Temporary signs erected at identified locations	24
Facebook – post	1
Facebook & Instagram – advert	2 adverts
Media release	1
Plasma screens (customer service touch points)	ongoing
ELT & Elected Members updates	2

The overall design and layout can vary and the creation of a working group will allow detailed planning and design. The proposal would be to invite a number representatives from relevant resident associations, Local Dog Trainers and professional handlers, local Vets, Landscape Services, Ranger Services and City Parks. In addition community members who have been involved in the creation of the initial petition and who provided detailed submissions would be approached.

Statutory Environment

Section 31 3(A) of the Dog Act 1976 provides that local governments can, via Council resolution, identify a location as a dog exercise area.

Policy Implications

Nil

Economic Implications

Detailed design has not been undertaken, however costings will be refined based on the standard of facilities identified through the working group process.

Example costings of dog parks include:

Facility	Budgeted Cost
Rockingham Enclosed Dog Park	\$165,000
Baldivis Enclosed Dog Park	\$215,000
John Dunn Memorial Dog Park	\$156,800
Proposed Elcar Park Dog Park Joondalup	\$150,000
Lake Gwelup Regional Open Space	\$155,000

These costs would include core infrastructure such as perimeter fencing, entry gates/doggy airlock (2 gates per entry), service (maintenance) gates, pathways (internal and external), accessibility elements, ground surfaces (eg grass, mulch, gravel, sand, concrete), landscaping (eg vegetation, screen planting, mounding).

In addition there are essential amenities, drinking water fountains (including plumbing & drainage), bins and bag dispensers, shelter, seating, signs (eg directional and park rules).

There are options to scale back the provision of facilities to reduce costs such as reducing size, removing huts and seats and agility equipment.

There are also a range of optional inclusions that may include site lighting, facilities such as barbecues, notice board, and the extent of dog equipment supplied. It will be important that clear direction is provided to the working group about the costs the City is prepared to expend on the project to allow careful consideration of these options.

In consideration of ongoing operational cost an estimated allocation of \$25,000 per annum is expected. This figure will depend heavily on the nature of the facilities and equipment offered within the park but it is expected that the cost of maintenance will be approximately 3 times more than the current reserves requirements.

Costs include picking up uncollected dog waste from the site, emptying waste bins, re-supplying dog waste bags, fixing broken or weathered signs, filling holes dug by dogs, pruning of plants, general cleaning and deodorising, maintaining and replacing surface material, repairing perimeter fencing and gate locks, repairing and replacing park furnishings and dog equipment.

Based on the popularity of such a facility at other local governments there may be economic opportunity generated for nearby businesses and food vehicles. As previously noted, users will travel some distance to visit well designed enclosed dog parks. Design considerations should include ideas to maximise potential economic opportunity. This may include dedicated areas for food vans and areas for tables and chairs.

Risk Analysis

Inadequately supervised dogs within fully fenced dog parks are a risk. Unsupervised children within dog parks also represents a risk that must be also considered. Due to the nature of the equipment it can be a place where parents may allow children to play.

The park would require clear rules regarding its usage and regular attendance by Rangers. This may serve as an excellent education and engagement opportunity. It must be acknowledged that while the facilities are very popular there will be increased interactions between people and dogs. The benefit of the parks must be weighed against the risk that come with this increased interaction. From advice from other local governments there is a strong element of self-regulation between users.

There are some types of dogs such as aggressive dogs, under-socialised, fearful, anxious dogs, unvaccinated puppies and females in heat around unsterilised males, that may not be suitable for an enclosed environment where dogs are off lead and in close proximity to other dogs.

The creation of separate zones for smaller and larger dogs assists in the mitigation of some risk. The park would also require the adequate provision of bins and dog bags for health and amenity.

Other issues that must be considered and managed are potential noise and odour problems, parking congestion in residential streets, dog's off-leash when walking to and from the dog park and potential environmental and wildlife impacts.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Social:

- Help build our community's confidence in Mandurah as a safe and secure city.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Infrastructure:

- Advocate for and facilitate the provision of infrastructure that matches the demands of a growing population.

Conclusion

There has been strong participation to the community consultation undertaken in relation to the creation of a fully fenced dog park in the City. Parks of this type have proven to be extremely popular in other local governments and community interest in such a facility is high.

In selecting a potential location a range of criteria were taken into consideration. While a number of locations could be considered suitable, Leslie Street, Dudley Park (Reserve 40075) provides a large catchment and has the potential to add significant value to the public open space.

NOTE:

- Refer **Attachment 1 Fully Fenced Dog Park Evaluation Criteria**

RECOMMENDATION

That Council:

1. **Approve the progression to a detailed design of a fully fenced dog park at Leslie Street, Dudley Park (Reserve 40075).**
2. **Supports the establishment of a fully fenced dog park design working group consisting of City Officers, Elected Members and interested community members including professional dog handlers.**

ATTACHMENT 1

	Acheron Road, San Remo (R42764)	34-38 Karinga Road, San Remo	Leslie Street, Dudley Park (R40075)	Melaleuca Terrace, Halls Head (R42306)	Mary Street, Halls Head (R41925)	Fairbridge Road, Halls Head (R21231)	Steerforth Avenue, Coodanup (R42173)	Cambridge Drive, Greenfields (R43799)
Space availability	Large amount of space available	Large amount of space available	Moderate amount of Space available	Low to Moderate Space available and is constrained by existing playground equipment	Large Space available	Moderate Space available	Moderate Space Available some constraint with existing playground equipment	Low to Moderate space, narrow reserve area
Environmental Sensitivity	Tuart Trees and grass	Peppermint Trees and grass	Tuart and Peppermint Trees and grasses	Ornamental Eucalypts and grass	Tuart and Eucalypt trees and grass	Tuart, Paper Barks, Sheoaks and grass	Tuarts, Jarrah, Sheoak trees and grass	Low, Mixed species trees and grass
Dog park adds to the existing usability of the public open space	Low to moderate passive recreational use generally localised use	Limited facilities currently available but moderate level unstructured activity	Space has moderate usage largely as a dog off lead area.	Park is already extensively used as a local park with some play equipment. Dog on lead area.	Area has moderate usage largely by dog owners as an off leash site. Some dog training undertaken	Moderate usage and is a high amenity location close to the water. Boat Ramp extremely busy	High usage with a range of alternative recreational uses	Low current usage. Some playground infrastructure
Support identified through public consultation	N = 51 12%	N= 85 20%	N= 57 13%	N= 35 8%	N= 40 9%	N= 120 28%	N=22 5%	N= 21 5%
Concern raised through public consultation	N = 1 3%	N= 12 36%	N= 0 0%	N = 0 0%	N= 10 30%	N= 9 27%	N=1 3%	N=0 0%

Report from **Director Sustainable Communities**
to **Council Meeting** of 17 December 2019

Adequate buffer to residential properties	Residential properties across road. Moderate to High traffic Noise due to Mandurah Road. Some potential for noise to increase	Residential properties back onto the reserve low current traffic noise.	Limited direct residential interface some residential across road. High Traffic Noise due to Mandurah Road and Leslie Street	Houses across the road. Moderate traffic noise from Peelwood Parade.	Residences across the road, Moderate road noise from Mary Street.	Residences backing onto the reserve low noise levels currently. Some potential for increase noise.	Residences across road. High traffic noise level from Pinjarra Road.	Residents backing onto reserve. Low traffic Noise level. May see increase in noise.
Property parcels within 10min drive inclusive of vacant land (not including Reserves, Crown Land and land zoned Commercial, Industrial)	17561	12632	30764	23449	27524	19177	25614	16164
Number of Registered Dogs within Walking Distance (800m)	205	320	252	312	276	104	262	227
Pedestrian Connection (existing shared use path linkages)	Some existing Path Connections. Connects as a regional path route	Limited path connections to the inside of the reserve. Good path linkages external to the reserve.	Good connection from the north. Moderate path connection from the south.	Good pedestrian connections	Good Pedestrian connections	Limited pedestrian connections within the reserve. Good connection external.	Good pedestrian connections	Poor Pedestrian Connections
Site is already popular for dog users	Currently not a dedicated off lead area some use as on lead.	Currently not a dedicated off lead area. Some on lead use.	Moderate usage as a permitted dog off lead area	Site is extensively used by dog owners and trainers	Site is extensively used as a dedicated off lead area	Moderate use. On lead area.	Limited usage area for dog on lead	Low usage area

Report from **Director Sustainable Communities**
to **Council Meeting** of 17 December 2019

Natural Shade Available	Extensive Natural Shade available	Some Natural Shade available but close to properties more required.	Extensive Natural Shade available	Moderate Natural Shade	Extensive Natural Shade	Moderate Natural Shade	Extensive Natural Shade	Minimal Natural Shade
Adequate Ground Covering	Good Grass Coverage	Good Grass coverage	Good grass Covering	Good Grass covering	Good Grass covering	Good Grass covering	Average Grass covering	Good Grass covering
Drainage	No Drainage issues Infrastructure at northern end	No drainage issues.	No Drainage Issues. Swale in the north. Connection to canal	No drainage issues.	No drainage issues, Swales and bubble ups	Drainage channel running south to north	Drainage Swales. Sump on Pinjarra Road side.	No drainage issues
Traffic Considerations	Some increase in local traffic on Hestia Way. Vehicle turnaround required. No significant access issues	Comparatively large potential increase in local traffic.	High Traffic area. Comparatively No significant change	No significant access issues. Peelwood Access. Potential increase on traffic on Melaleuca Terrace	No significant traffic increase comparatively. Some increase on Dalrymple Terrace	Already high use area with the boat ramp. Potential increase in traffic off Paul Street	Some increase in local traffic. No parking off Pinjarra Road.	Some increase in local traffic.
Current Parking Availability	On Street Parking.	Existing On street parking	Off street parking at Waterside Boat Ramp is often available. Potential competition for parking during peak periods. Trailer parking	Limited existing parking	On Street extensive verge parking	Mary Street Lagoon. Some potential for competition with boat users. Verge on Mary Street	Limited Parking availability	Limited parking availability

Report from **Director Sustainable Communities**
to **Council Meeting** of 17 December 2019

			marked. Informal					
Space Available for Parking	Extensive verge area available for cut in bays	Extensive verge areas available for cut in bays	Extensive verge areas available for cut in parking.	Potential for some verge parking on Peelwood	Potential for formalised verge parking or potential space for off street parking	Existing Parking available limited room for additional parking	Limited space for onsite parking	Limited space for additional parking
Alternative Dog Exercise Areas Available within 800m	Beach areas	Beach areas	Waterside Drive	Calypso and beach areas	Beach areas	Beach areas Joseph Cooper Reserve	Peel Parade	Nil
Retail Businesses within close proximity	Good Opportunity Meadow Springs Shopping Centre in Close proximity	Some opportunity Mandurah Surf Lifesaving Club approximately 400m	Limited in close proximity but City Centre within moderate distance	Limited in close proximity but Seascapes and Halls Head shopping Centre within moderate distance	Limited in close proximity but Halls Head Beach and City Centre in moderate proximity	Limited is close proximity but Halls Head Beach and City Centre in moderate proximity	Limited in close proximity but Greenfields Deli, Dudley Park and Mandurah Forum in moderate proximity	Limited in close proximity.
Water Availability	Scheme Available Irrigation as current	Scheme Available Irrigation as current	Scheme Available Irrigation as current	Scheme Available Irrigation as current	Scheme Available Irrigation as current. Bore available.	Scheme Available Irrigation as current,	Scheme Available Irrigation as current	Scheme Available Irrigation as current

12	SUBJECT:	City of Mandurah: Organisation Brand Refresh
	CONTACT OFFICER/S:	Jane Pole-Bell/Graeme Davis
	AUTHOR:	Jane Pole-Bell

Summary

Since 2015, the City has been working to update the current City of Mandurah identity which has been in place for over 20 years. There have been a number of strategic inputs during development of the organisational brand strategy including the development of the City's purpose and values - endorsed by Council in July 2015, the implementation of the four strategic pillars and the Mandurah Matters community vision development during 2018/19.

As part of the extensive Mandurah Matters community consultation campaign, a new place vision and aspiration for Mandurah has now been developed. The next step in the process is for the City of Mandurah's organisational brand to capture and reflect this community-led vision.

Council is requested to endorse the new City of Mandurah organisation brand strategy and note that the roll out will begin during the first quarter of 2020.

Disclosure of Interest

Not Applicable

Previous Relevant Documentation

- G.10/4/19 30 April 2019 Mandurah Matters Strategy and Outcome
Council was requested to note the progress of the Mandurah Matters campaign to date and the outcomes detailed in the Summit Report and to note the next steps in finalising the community's vision for Mandurah and that Mandurah Matters constituted a major review of the 20 Year Strategic Community Plan.
- G.29/7/18 24 July 2018 Council requested officers to establish a framework for facilitating a City-wide community engagement campaign aimed at establishing a clear, citizen-led vision for Mandurah's future, and use this as a foundation for reviewing the Strategic Community Plan and associated strategic priorities.
- G.17/7/15 28 July 2015 City of Mandurah Values
Council endorsed the City's values of Courage, Connected, Excellence, Innovative and Integrity and the Purpose Statement of "To create a vibrant and connected city that supports and improves the community for everyone", and noted the ongoing brand development work being undertaken particularly in relation to the City's new website.

Background

The organisation has been a City since 1990 and in that time, Mandurah has grown from a place with a population of 25,000 to a thriving city with a population of over 83,000 residents. Whilst the City has grown and matured, the way the City presents itself, the way we communicate the changing nature of Mandurah has to some degree not. This has created a very fragmented brand and therefore communications, making it difficult for our community to connect with the City and understand what the City delivers for the community.

In 2015, the City completed the “Values” project where over 200 staff were involved in creating the City’s Purpose Statement and the Values for the City which was the beginning of the strategic brand process. The Values and Purpose were approved by Council at that time.

City of Mandurah Purpose Statement:

To create a vibrant and connected city that supports and improves the community for everyone.

Values:

- Courage
- Connected
- Innovative
- Integrity
- Excellence

This purpose statement defines the role of the City as an organisation in delivering outcomes for the community but also ensures staff understand their role in delivering those outcomes. The values are now embedded as part of the culture of the organisation and are included in the employee induction process, staff development and performance reviews and also within key strategic documents.

The Council also agreed to deliver on four strategic pillars, those being:

1. Being the easiest Local Government to do business with
2. Building community capacity
3. Say ‘Yes’ more often
4. One Team – One Culture

During 2018/19, the City facilitated the Mandurah Matters community engagement project which was focused on creating a citizen-led shared vision for the future. This vision formed an input into the brand strategy for the City and the Community Vision and Place aspiration are central to the development of the City of Mandurah brand. Below are the endorsed vision and place aspiration statements.

Vision

“We are built in nature - a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured; where business in the community can thrive and entrepreneurship is celebrated.

We will be the place where a thriving regional city and the heart of a village meet.

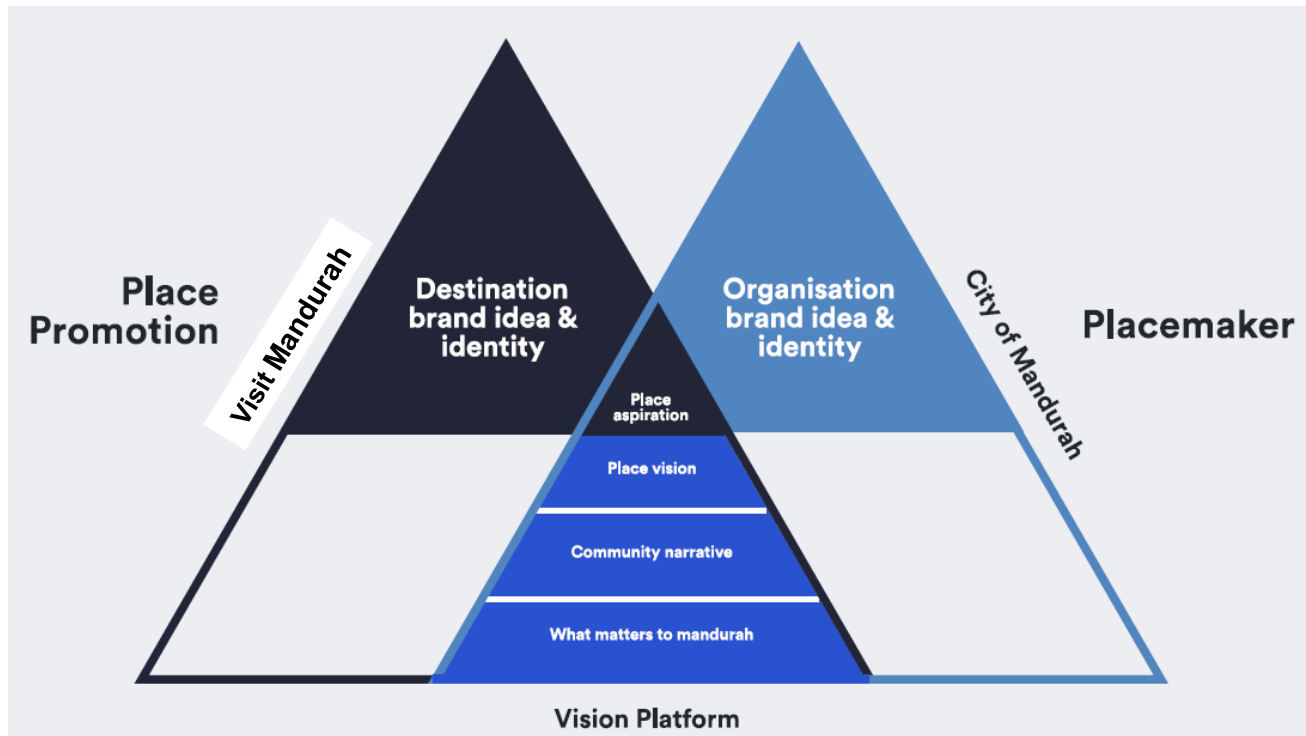
This is our Mandjoogoordap”.

Place Aspiration

“Woven by waterways, a city with a village heart”.

The Vision and place aspiration were signed off by the community in September 2019.

The City is a lead communicator and along with Visit Mandurah who have developed the place brand strategy from the same vision platform, both of these brands will assist our community to tell a different story about Mandurah and build community pride in place. Below is a diagram that demonstrates how the Place Brand and organisational brand work together to deliver this outcome.



The brand strategy to be presented at the Council meeting has been developed taking into account the purpose, values of the organisation and community vision.

City of Mandurah Brand Strategy

Explaining what sits at the heart of the brand (Essence):

The brand essence brings together the community vision established in Mandurah Matters, the organisational values and the four strategic pillars into a cohesive framework that ensures the organisational brand is a unifying force.

Around the essence sits the Organisational Purpose, values and community vision – this is the heads and hearts of the brand.

The walking and talking is about how the City behaves – One Team – One Culture, how the City promotes.

And the proof is being the easiest local government to do business with, arriving at yes more often and collaborating and empowering our community.

The below visual shows how these are all pulled together around the essence/soul of the City's new brand.



City of City of Mandurah Brand Strategy - outcomes:

Below is a description of how the brand strategy is structured and delivered;

OUR ROLE AND PURPOSE	We are administrators, project leaders and community enablers. The strongest ambassadors of our City, here to create a vibrant and connected city that supports and improves the community for everyone.
COMMUNITY VISION PLATFORM	Woven by waterways, a City with a village heart.
OUR COMMUNICATION CHALLENGES	<ul style="list-style-type: none"> ▪ To be strong cultural ambassadors, eliciting deep seated pride ▪ To efficiently and cost effectively communicate with the community ▪ To speak on a spectrum – at times with authority, through to being a voice from within the community, energetic and inclusive
CITY BRANDING BEST PRACTICE	<ul style="list-style-type: none"> ▪ Be a unifying visual system for the many things a city does ▪ Provide functional and versatile tools for communication ▪ Be timeless and enduring ▪ Be representative and integrative in its ability to be inclusive ▪ Have a sense of place, a springboard for cultural storytelling ▪ Create the experience our community has with us

OUR BRAND CHALLENGE	To springboard from the Community Vision and step up in the way we could present Mandurah and what happens in the community with pride and to support the city to become a thriving city with a village heart that is built in, not on nature.
REQUIRED OUTCOMES	<ul style="list-style-type: none"> ▪ An aspirational brand that will stand the test of time ▪ A visual design system that can shift from a voice of leadership through to being a connected community member ▪ A brand that is appropriate for our coming of age as a City where we step up into our role as a Regional City, but still retains our village heart ▪ A visual design system that is easy for non-skilled communicators/designers to use

All of these elements come together in how the City communicates, engages and presents itself as an organisation.

The brand strategy and identity have been developed utilising the community vision stories and elements to represent them. It allows us to speak with pride about what we do. Our environment and waterways are an important part of who we are and are central to our story. Mandjoogoordap means something to our community and the spirit of the meeting place was something important that is included in the execution.

This structure ensures we have a flexible brand system that allows us to speak about the many stories (things we do) across the whole organisation with one voice that is linked to our community vision. This will make it easier for our community to be aware of the many ways that we support, advocate and deliver outcomes for our community.

- M – Mandurah – recognition and pride - Mandjoogoordap
- Sails – representing life on the water – shaped by water
- Seabird – Coastal, freedom, peaceful, subtle reference to the previous identity
- Bridges – Connection, thriving city
- Waterways – Wogaal, dreamtime connection, beauty, energy
- Boats Bow – Mandurah's history, fishing and crabbing, recreation
- Meeting Place – meeting place of the heart, people of Mandurah
- Ripples – water, movement and our energy

Mandurah is full of colour and our palette has been selected to reflect the vibrancy of Mandurah and its connection to the land and water and is inspired by the six Noongar seasons.

Our typography has been selected to ensure a clean, legible and modern type that is welcoming, fresh and accessible.

The brand itself can be represented in multiple ways, including a revised logo as well as the various sub-brand executions (which are shown in the Confidential Attachment).

Comment

The City of Mandurah has a responsibility to communicate clearly, and be transparent in working with the community whilst ensuring accessibility and efficiencies and clear guidelines around that communication across the organisation. The lack of a clearly defined brand strategy at present makes this objective difficult to achieve. During the Mandurah Matters engagement, the community was very clear that the City needs to communicate all the great things the City and the community delivers with pride and consistency so that as a community they are able to leverage off that pride and understand what the City does to support them as a community. The development of a unifying brand allows this to be achieved far easier.

The final brand strategy development has included consultation with Elected Members and staff throughout the iterative process. The process to date to develop the final brand strategy is described below.

1. Brand Architecture recommendation presented to internal working group – June 2019
2. Concepts presented to internal working group – July 2019
3. Elected Member briefing – September 2019
4. Workshop with staff to test the brand – September 2019
5. Executive Team briefings – September 2019
6. Manager briefing – September 2019
7. Individual Elected Member briefings – November 2019
8. Elected Member briefings – December 2019

There are a number of other projects that will be impacted positively by having a strong brand strategy and positioning. Our website is one of the first places the community and stakeholders go to find out about the City. Currently, the City receives over 50,000 hits per month, and the City has held off further development until the organisation is able to deliver on a brand strategy that ensures ease of communication for the community. The City is also increasing its social media presence with a current reach of 22,000 per month. The brand will assist the City to tell great stories with connection back to the overarching communications strategy based on the four focus areas of the Mandurah Matters community vision.

In parallel, Visit Mandurah has developed the visitation brand which will support the delivery of a place brand that also expresses the communities place vision. Both of these brands will assist the community to feel pride in the place they live.

The brand rollout plan will be phased with the website, other digital assets, printed collateral and key signage being the first touchpoints to be rolled out. The financial cost for this is already included in the City's 2019/20 operational budget. It is expected that other assets will roll through with the new brand as they reach their end of life or as they are renewed. By having an overarching brand with supporting style guides and templates, greater efficiency can be achieved with the development of the various mediums and collateral the City uses to communicate and engage with the community.

Statutory Environment

Not Applicable

Policy Implications

Not Applicable

Economic Implications

The 2019/20 operational budget includes \$70K for the development of the City's new brand. In addition, there are a number of other key projects listed in this year's budget which will embrace the new brand. These items include;

- Style Guide – \$35K
- Website – Reskin - \$30K
- Key Building Signage Upgrades – \$80K

The long-term benefits from having a strong brand and organisational consistency will allow the City to communicate in a clear, consistent and connected way ensuring that the community are able to get greater understanding in regards to what the City delivers and the value for money they receive for their rates. It also assists in creating a consistent experience in all contacts the community has with the City whether that be face to face or digitally and therefore improves the City's reputation as an organisation. It is expected with brand style guides that teams will no longer need to create their own "identities" for specific

projects and therefore save money on external consultants as the City's brand will be able to accommodate this due to its flexibility.

Risk Analysis

There is always a number of risks associated with any brand strategy change. Below are the key risks and planned mitigations;

Risk	Mitigation
1. Community does not understand reason why there is a change	Extensive Communications and PR plan developed
2. Community does not agree with the investment	Extensive Communications and PR plan developed
3. The brand strategy and story reduces understanding over time	Long term communications plan to ensure that communications telling the stories around what we do clearly link back to the community priorities as set in the 20-Year Strategic Community Plan and relate back to value for money for our rate payers.
4. Old and New brands in the market place	Budget exists to change over key assets with others changing as and when they need replacing. We will create "logo" stickers to fast track some of the old signage and other assets that just require logo change.

Top Line Communications Plan

Stage	Timing	Activity	Communication Focus
Council	17 th December	Council Report, Elected Member Pack Media	Brand endorsement Q&A's for EM's to utilise if asked questions Full Media Briefing
Staff Briefing	18 th December	CEO roving brief	Communicate to all staff the new brand
Pre- Brand in market	Dec – Feb 2020	Various channels Rolling	Rolling phase of communications: Enhancing the way we communicate and building pride Building our brand from community vision Building stronger system of communications Coming of age – "City with the heart of a village"
Pre-brand in market	Dec – March	Various channels	A new way of presenting ourselves – link to tourism brand and Mandurah Matters Talking with pride A "first choice" for weekend away and short stay
Brand in market	April – onwards	Various including activations	Visual and storytelling around identity elements and what makes us Mandurah Pride in place Video story telling

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Identity:

- Encourage active community participation and engagement.
- Embrace Mandurah's identity as a multicultural community.
- Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision.
- Become known as a city and destination for events, arts, heritage and culture.

Organisational Excellence:

- Listen to and engage with our community.

Conclusion

Over the last four years, considerable work has been undertaken to ensure the City reflects both the needs of the community but also behaves in a manner consistent with community standards and requirements.

Communicating in a clear and concise manner outlining what services the City offers and also what is achieved in meeting the needs of the community has proven problematic. The development of an overarching brand that allows greater consistency in communication will assist significantly in ensuring ease of access to services and also the community understanding what the City delivers.

The brand strategy that has been built is based on the principles of the City's purpose statement, values and the outcomes of the Mandurah Matters process, along with the 4 Strategic Pillars of the organisation. How the City communicates and behaves is reflective of that one unifying brand.

It is recommended that Council endorses the new brand strategy and notes that the roll out will commence during quarter 2 of 2020.

NOTE:

- Refer ***Confidential Attachment*** ***City of Mandurah Brand Strategy***

RECOMMENDATION

That Council

1. **Endorses the new City of Mandurah organisation brand strategy.**
2. **Notes that the roll out of the brand will commence in the second quarter of 2020.**

13	SUBJECT:	Annual Report 2018/19, Annual Financial Statements 2018/19 and Annual Electors Meeting
	CONTACT OFFICER/S:	Graeme Davies/Casey Mihovilovich
	AUTHOR:	Jane Pole-Bell/Graeme Davies/Casey Mihovilovich

Summary

Council's acknowledgement and receipt of the Annual Report for 2018/19, Annual Financial Statements 2018/19 and the selection of a date during February 2020 for the Annual Electors' Meeting is sought. Monday 3 February 2020 at 7.00 pm in the Council Chambers is the suggested date and venue for holding the Annual Electors meeting.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.73/11/15 24 November 2015 Annual Report 2014/15 and Annual Electors Meeting
- G.34/12/16 20 December 2016 Annual Report 2015/16 and Annual Electors Meeting
- G.28/12/17 19 December 2017 Annual Report 2016/17 and Annual Electors Meeting
- G.17/12/18 18 December 2018 Annual Report 2017/18 and Annual Electors Meeting

Background

In accordance with Section 5.27 of the *Local Government Act 1995*, Council is required once in each financial year, and at a time appointed by the Council, to hold the general meeting of electors of the district. The Annual Electors' Meeting covers such items as:

- A report of the performance of Council's principal activities;
- Receiving the Annual Financial Report;
- Receiving the Auditor's Report;
- Reports from the Mayor and Chief Executive Officer;
- Other general business.

Comment

It is a statutory requirement that Council accepts the Annual Report no later than 31 December. Alternatively, if the Auditor's report is not available in time for the annual report to be accepted by 31 December after that financial year, the annual report is to be accepted by no later than two months after the auditor's report becomes available (s. 5.54 1 & 2).

The final annual report will also include the Annual Financial Report, and reports from the Mayor and Chief Executive Officer. A copy of the Annual Report 2018/2019 is attached. The financial statements associated with the annual report are included in the Audit and Risk agenda for this month. The complete Statutory Annual Report will be available on request by members of the public, as well as on the City's website.

The Annual Electors' Meeting must be held within 56 days of Council accepting the Annual Report, and, subsequently, the meeting is proposed for Monday 3 February 2020. Local public notice is required at least 14 days prior to the meeting.

The City's Annual Financial Statements are fairly and appropriately presented in accordance with the Australian Accounting Standards Board and the *Local Government Act 1995*.

The Annual Financial Statements 2018/19 key points to note from the Statement of Comprehensive Income by Program and Statement of Comprehensive Income by Nature and Type are:

- *Revenue*

Operating revenue is approximately \$4.7 million above adopted budget due to higher than budgeted interim rates and additional grants and contributions being received including the prepayment of the first quarter financial assistance grants.

- *Expenses*

Total expenses are approximately \$7.6 million above adopted budget, however the following points are noted:

- Expenses at budget review were increased to account for the addition of a new bushland team and additions to expenditure relating to economic development and the City centre. Note, the additional expenditure of \$4.2 million was offset against the additional revenue mentioned above.
- Non-cash expenses were higher than what was budgeted by \$2.9 million. Depreciation is a non-cash expense and the actual depreciation costs incurred due to the revaluation of infrastructure assets at the end of 2018 was \$2.4 million more than what was included in the adopted budget. The City has to recognise the interest rate swap which was not included in the current budget, resulting in an increase of \$490 thousand in expenses. It has a nil impact to the closing surplus, however it must be accounted for in accordance with the Australian Accounting Standards.

It is also noted that the operating deficit for 2018/19 has increased from the budgeted \$14.99 million to \$17.91 million for the same reasons.

Statement of Financial Position

Key points to note are:

- *Cash and cash equivalents*

Cash holdings have decreased by approximately \$3.5 million over the year. This is compared to a budgeted decrease of \$13.4 million. The difference is primarily due to underspending in capital projects which have been carried over to the new financial year.

- *Reserves – Cash backed*

The City has a total amount of \$31.59 million in reserves at 30 June 2019. This is an increase of \$1.33 million over the 17/18 year primarily due to increase holdings in the unspent grants reserve to be spent in the 2019/20 year.

Rates Setting Statement

The City shows a surplus for the year ended 30 June 2019 of \$7.7 million. Of this surplus, \$2.5 million relates to City funds for carry over projects to 2019/20, and \$3.2 million relates to prepaid rates. This leaves an unallocated surplus of \$2.1 million for the year.

Consultation

N/A

Statutory Environment

Local Government Act 1995:

- Section 5.27 Electors General Meeting to be held once every financial year;
- Section 5.54 Acceptance of Annual Report by 31 December;
- Section 5.55 requires that local public notice of the availability of the Annual Report be given as soon as practicable after the report has been accepted by Council.

Policy Implications

N/A

Economic Implications

N/A

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management

Conclusion

Council is requested to approve the 2018/2019 Annual Report. Approval of the time and date for the Annual Electors' Meeting, being Monday 3 February 2020 in the Council Chambers is also sought.

NOTE:

- **Refer** *Attachment 1* *Annual Report 2018/19*
 Attachment 2 *Annual Financial Statements 2018/19*

RECOMMENDATION

That Council:

1. **Receives the 2018/19 Annual Report for the year ending 30 June 2019 as detailed in Attachment 1.**
2. **Receives the Annual Financial Statements 2018/19 as detailed in Attachment 2.**
3. **Convenes a meeting of Annual Electors on Monday 3 February 2020 at 7.00 pm in the Council Chambers.**

Annual Report

2018-2019



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For detailed 'Financial Statements' please visit www.mandurah.wa.gov.au

Alternate formats of this Annual Report are available upon request including electronic document by email, hard copy in large print, audio on cassette or compact disc.

City Profile

Land area in square kilometres 173.5km²

Land area in hectares 17,350ha

Coastline 51km

Distance from Perth 72km

Time by car from Perth 50 mins – 1 hr

Time by train from Perth 48 mins

Population (2018)* 85,302

Number of households (2018)** 35,893

Population per square kilometre** 491.7

Households per square kilometre** 206.9

Total length of roads 738kms

Total length of canal waterways 22km approx.

Number of bridges 28
(including footbridges)

Bridges managed by other agencies 12

Paths and boardwalks 562kms

Conservation Area – City of Mandurah 63.0933Ha

Conservation Area – Other Agencies 3956.58Ha

Foreshore Area – Developed 83.6716Ha

Foreshore Area – Natural State 491.6397Ha

Recreation – Bushland 447.925Ha

Recreation – Used for Recreation 320.5Ha

National Parks: Yalgorup, Peel Regional Park, Creery Island, Channel Island

Parks and Reserves 587

Playgrounds 129

*ABS data

**Source: Forecast ID

City's Role and Vision

The City of Mandurah is proud to acknowledge the Binjareb People of the Bibbulmun Nation as the first people of this land. The name Mandurah is derived from the Binjareb name 'Mandjoogoordap' meaning 'meeting place of the heart'.

Mandurah is indeed a meeting place of land, water, people and culture, the natural and built environment and traditional and modern ideas. The City of Mandurah values this diversity and is ready for the challenges during the current rapid population growth and development.

The City of Mandurah aims to become an organisation that creates and delivers on a vision for the future which strengthens the community's capacity to sustain and improve the quality of life for future generations.

Our vision is to create a place where our community is proud, inspired, inclusive and innovative, where we respect our connections to the past and create a great future.

The City's Strategic Community Plan and operational focus is built on the values of connected, innovation, courage, excellence and integrity.

These values guide the behaviours of our staff and Elected Members while working with our community.

Reconciliation Action Plan

The City's Reconciliation Action Plan (RAP) was developed in 2018 and will be delivered over three years (2019-2022). The City will continue to use a substantive equality approach to provide opportunities for the Aboriginal community to celebrate culture and language and build and develop strong relationships. The RAP builds on the outcomes that the City achieved in the first two RAPs and brings together the joint aspirations of the City, the RAP Steering Group and Mandurah's Aboriginal community.

Vision

A place where our community is proud, inspired, inclusive and innovative, where we respect our connections to the past and create a great future.

Purpose

To create a vibrant and connected city that supports and improves the community for everyone.

Principles

The City's progress towards its vision and mission will be achieved by working with the following principles:

- Protecting environmental assets for future generations
- Continuous improvement to achieve the best outcomes for the community
- Ensuring social and economic wellbeing

Values

The City's corporate values are: Connected, Integrity, Excellence, Innovation and Courage.

Acknowledgement of Country

The City of Mandurah would like to acknowledge the Binjareb people – the traditional custodians of this land – and pay respect to all Elders, past and present.



Message from the Mayor and CEO

The City of Mandurah's Annual Report provides the opportunity to reflect on the work we have done in the past year, and celebrate the achievements and milestones reached. We can also take stock and make sure the City is meeting its objectives in line with our Strategic Community Plan 2017-2037.

The Strategic Community Plan guides the City in delivering activities, infrastructure and services that are in line with the expectations of our community. It also provides key stakeholders with a clear view of our future aspirations and shared vision.

One of the City's highlights during the 2018/19 financial year was our Mandurah Matters project, where we reached out to the community to understand what is most important to them.

Mandurah Matters was launched in late 2018, and was one of our biggest community engagement projects to date. At the heart of the project, we wanted to find out what drives our people and community.

More than 1600 people have contributed to Mandurah's shared vision, a vision about what Mandurah will look and feel like in years to come. The feedback we received will be central to how we plan into the future.

We'd like to thank those who took part in this important project, and we look forward to rolling out the goals and objectives in the near future.

We're also really proud of the progress we've made this year to assist in diversifying the local economy. Creating jobs for our people and addressing long-term unemployment challenges is always front of mind, and we've been busy exploring new ways of doing this.

There are a number of short and long-term initiatives in the pipeline to address Mandurah's economic challenges, which will in turn provide opportunities for our workforce, including our young people. This will be done by exploring new partnerships, tourism opportunities and creating vibrant places and spaces in order to strengthen our economic wellbeing into the future.



Rhys Williams
Mayor, City of Mandurah



Mark Newman
Chief Executive Officer,
City of Mandurah

2018 - 2019 Performance Highlights

Environment

- Water science initiatives progressed with the Regional Waterways Data Array and Waterways Centre of Excellence projects
- Work progressed on the Coastal Hazard Risk Management and Adaptation Plan, which will determine how vulnerable the City is to coastal erosion and inundation
- Mosquito management activities continued with 13 aerial larviciding treatments undertaken between July 2018 and June 2019, covering a total of 1438.4 hectares
- City of Mandurah re-endorsed as a Gold level Waterwise Council under the Waterwise council program
- Council voted to phase out the use of single-use plastics by the City of Mandurah

Social

- The City employed a Healthy Communities Officer to oversee the development and implementation of the Public Health Plan, which provides a strategic direction to help improve the health and wellbeing of the community
- The Channel 7 Mandurah Crab Fest was awarded Gold for the third consecutive year in the Major Events and Festivals category at the Perth Airport WA Tourism Awards

- The City of Mandurah launched one of its biggest community engagement projects to date, Mandurah Matters. More than 2000 people contributed to Mandurah's shared vision

Economic

- The City's entrepreneurial programs continued to grow – 159 participants attended Mumpreneur 101, Start Up Smart Creative, Power Up and Leverage courses
- Progressed concept plans for the City Centre Waterfront Project
- Commenced joint economic development partnership with Shire of Murray – Mandurah and Murray: a shared economic future

Infrastructure

- The City delivered an \$18.8million program of capital works to create, refurbish and renew buildings, road and park assets and infrastructure to benefit the community
- A \$2million second storey extension was added to the Port Bouvard Surf Lifesaving Club's clubhouse facilities
- The City completed the development of the ovals for the Lakelands District Open Space project

Identity

- Further dual language signage installed at local parks
- Wearable Art Mandurah competition attracted 100 entries, 1500 people to Showcase events and close to 1200 people visited the subsequent exhibition at Contemporary Art Spaces Mandurah
- The City welcomed 570 new Australian citizens throughout the year at six citizenship ceremonies

Organisational Excellence

- Started two-year project to replace City's core enterprise system to a modern, cloud-based product
- The customer contact centre maintained a first point of contact resolution rate of 82% for all incoming calls
- Close to 450 employees took part in the Employee Engagement Survey, with safety scoring the highest favourable result with 88% out of the 18 topics
- Mandurah Bridge awarded the Engineers Australia's Engineering Excellence Award (WA Division)

Plan for the Future

In July 2018, Council passed a notice of motion to establish a framework for facilitating a city-wide community engagement campaign aimed at establishing a clear, citizen-led vision for Mandurah's future. The findings of this process will be used as a foundation for reviewing the Mandurah Strategic Community Plan 2017-2037 and associated strategic priorities.

This project, Mandurah Matters, engaged residents, community groups, investors, landowners, specialist advisory groups and the three tiers of government. It was one of the City's biggest community engagement projects to date. Facilitated by the City of Mandurah, our community will be responsible for creating a future vision for Mandurah and building a joint plan to collectively deliver this vision.

Since late 2018, more than 1600 people have contributed to Mandurah's shared vision through Mandurah Matters, a vision about what Mandurah will look and feel like in years to come. We look forward to continuing our exciting journey towards a vibrant and sustainable Mandurah – a place we are proud to call home.

External Influences and Challenges

Mandurah is Western Australia's largest regional city, and it is the 11th largest local government area by population. The population has grown from just over 3,000 in 1966 to more than 85,000 in 2018. The City is expected to reach nearly 120,000 by 2036.

The City has high rates of social disadvantage. Our Socio-Economic Indexes for Areas (SEIFA) rating is the lowest in Greater Perth. In simple terms, what this means is that Mandurah has a relatively high number of households with low incomes.

This is partly a result of the number of older people on pensions that live in Mandurah and the fact that we have relatively high unemployment rates. In March 2019, Mandurah's unemployment rate was 6.7 percent compared to the Western Australian average of 6.2 percent, and the national average of 5.2 percent. The City has one of the higher youth unemployment rates in Australia.

Mandurah also has comparatively low Year 12 completions and University enrolments and high levels of disability.

As a result of our rapid population growth and urbanisation, Mandurah faces a range of sustainability challenges including:

- Growing and diversifying the regional economy and creating local jobs
- Improving education and training outcomes
- Preserving the natural environment and waterways
- Ensuring community health and wellbeing, safety and security
- Attracting and retaining young people
- Meeting community infrastructure needs
- Addressing social disadvantage, including affordable and crisis housing needs

We do have challenges, but we also have unique competitive advantages. No other local government area has the natural environment we have, in such close proximity to the huge population base of the Perth metropolitan area.

We are a 'destination' in a way that no other place is in such close proximity to Perth.

Future Highlights

The City continues to strive to achieve the goals set by its community, outlined in the Strategic Community Plan 2017-2037. Key projects for 2019/20 that are designed to help achieve these goals include:

Environment

- Continue implementation of the Biodiversity Strategy
- Maintain efforts to reduce the City's carbon footprint

Social

- Ensure Crime Prevention through Environmental Design principles are front and centre in all design
- Ongoing implementation of the Mandurah Active Recreation Strategy
- Implement place-based community development model

Economic

- Continue to partner with the Shire of Murray to implement the new joint economic development strategy, Mandurah and Murray: a shared economic future.
- Continue to partner with the Peel Chamber of Commerce and Industry to support local small businesses
- Further growth and diversification of key events and festivals

Infrastructure

- Continue to activate the Mandurah City Centre precinct and foreshore
- Continue the development of the Waterfront Revitalisation Project, including the skate park, play space, estuary pool and Smart Street Mall
- Continue to develop the Lakelands Public Open Space including the clubroom facilities
- Development of the Mandurah Mustangs football facility

Identity

- Support the Mandurah based tourism organisation (Visit Mandurah) and actively promote the new brand
- Use the outcomes of the Mandurah Matters visioning project to actively promote Mandurah and engage the community in that vision

Organisational Excellence


- Implement the core systems project to improve both productivity and customer service through the harnessing of better technology
- Continue to drive the eight strategies to the Workforce Plan to ensure a happy, healthy, motivated and productive staff
- Integrate the outcomes of Mandurah Matters into the City's Strategic and Corporate planning


Elected Members

Name of Elected Member	Committees and Advisory Groups July 2018 - June 2019
 <p>Mayor Rhys Williams Councillor (2009 - October 2013) Mayor (October 2017 - present)</p>	<ul style="list-style-type: none"> • Committee of Council • Audit and Risk Committee • Strategy Committee • Public Art Committee • Executive Committee (Chairman) • Mandurah Liquor Accord • Mandurah Roadwise Advisory Group • Peel Regional Leaders Forum • Reconciliation Action Plan Steering Group • South West Regional Road Group • WALGA : Peel Country Zone • Waste Management Alliance Board • Mandurah and Peel Tourism Organisation Board • Port Mandurah Canal Waterways Advisory Group

 <p>Councillor Caroline Knight North Ward (2011 - present) Deputy Mayor (October 2017 - present)</p>	<ul style="list-style-type: none"> • Committee of Council • Strategy Committee • Public Art Committee (Chairman) • Executive Committee • Mandurah Environmental Advisory Group • Peron Naturaliste Partnership • WALGA : Peel Country Zone • Metro South West JDAP • Peel Harvey Catchment Council - Local Government (Coastal) • Australian Coastal Council Association • Mandurah Coastcare Coordinating Advisory Group (Deputy Member)
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Name of Elected Member	Committees and Advisory Groups July 2018 - June 2019
 <p>Councillor Ron Wortley North Ward (2003-2007 2009 – present)</p>	<ul style="list-style-type: none"> • Committee of Council • Audit and Risk Committee • Strategy Committee • Access and Inclusion Advisory Group • Mandurah Roadwise Advisory Group • Local Emergency Management Advisory Committee (Deputy Member) • Mandurah Community Museum Advisory Group (Deputy Member)

 <p>Councillor Peter Jackson North Ward (2013-present)</p>	<ul style="list-style-type: none"> • Committee of Council • Strategy Committee (Deputy Chairman) • Audit and Risk Committee (1st Deputy Member) • Mandurah Liquor Accord • Peel Chamber of Commerce & Industry Board • Executive Committee
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 <p>Councillor Lynn Rodgers East Ward (2001 – present)</p>	<ul style="list-style-type: none"> • Committee of Council • Strategy Committee • Public Art Committee • Audit and Risk Committee (2nd Deputy Member) • Reconciliation Action Plan Steering Group
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Name of Elected Member	Committees and Advisory Groups July 2018 - June 2019
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**Councillor
Darren Lee**
East Ward
(2005-present)
Deputy Mayor
(2007-October
2017)

- Executive Committee
- Committee of Council (Chairman)
- Audit and Risk Committee
- Public Art Committee
- Strategy Committee
- Mariner's Cove Canal Waterways Advisory Group
- Waterside Canal Waterways Advisory Group
- Metro South West JDAP
- Access and Inclusion Advisory Group (Deputy Member)



**Councillor
Shane Jones**
East Ward
(2007-present)

- Committee of Council
- Strategy Committee
- Rivers Regional Council
- South West Regional Road Group (Deputy Member)
- Waterside Canal Waterways Advisory Group (Deputy Member)
- Mariner's Cove Canal Waterways Advisory Group (Deputy Member)



**Councillor
Dave Schumacher**
Town Ward
(2009 – present)

- Committee of Council
- Strategy Committee

Name of Elected Member	Committees and Advisory Groups July 2018 - June 2019
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**Councillor
Peter Rogers**
Town Ward
(2014-present)

- Executive Committee
- Committee of Council
- Audit and Risk Committee
- Strategy Committee
- Mandurah Performing Arts Inc Board
- Reconciliation Action Plan Steering Group
- Rivers Regional Council (Deputy Member)



**Councillor
Matt Rogers**
Town Ward
(October
2017-present)

- Committee of Council
- Strategy Committee
- Public Art Committee
- Access & Inclusion Advisory Group
- Mandurah Community Museum Advisory Group
- Port Mandurah Canal Waterways Advisory Group (to May 2019)



**Councillor
Tahlia Jones**
Coastal Ward
(2015 – 6
June 2019)

- Executive Committee
- Committee of Council
- Audit and Risk Committee
- Strategy Committee (Chairman)
- Mandurah Coastcare Coordinating Advisory Group
- Mandurah Environmental Advisory Group
- Metro South West JDAP (alternate representative)

Name of Elected Member

Committees and Advisory Groups July 2018 - June 2019



**Hon
Councillor
Fred
Riebeling**
**Coastal Ward
(2011 –
present)**

- Executive Committee
- Committee of Council
- Audit and Risk Committee (Chairman)
- Strategy Committee
- Peel Mosquito Management Group
- Reconciliation Action Plan Steering Group
- Rivers Regional Council
- Eastport Canal Waterways Advisory Group
- Mandurah Quay Waterways Advisory Group
- Port Bouvard Canal Waterways Advisory Group
- WALGA : Peel Country Zone (Deputy Member)
- Peel Chamber of Commerce & Industry Board (Deputy Member)
- Metro South West JDAP (alternate representative)
- Mandurah Bushfire Advisory Committee (Deputy Member)



**Councillor
Merv Darcy**
**Coastal Ward
(October
2017-present)**

- Committee of Council
- Strategy Committee
- Eastport Canal Waterways Advisory Group
- Local Emergency Management Advisory Committee
- Mandurah Bushfire Advisory Committee
- Mandurah Quay Waterways Advisory Group
- Port Bouvard Canal Waterways Advisory Group
- Rivers Regional Council (Deputy Member)
- Peel Mosquito Management Group (Deputy Member)

Council Meeting Attendance

July 2018 – June 2019

Name	Ordinary Council	Special Council
Mayor Rhys Williams	10	5
Cr Caroline Knight	11	4
Cr Darren Lee	11	5
Cr Ron Wortley	10	4
Cr Peter Jackson	11	5
Cr Lynn Rodgers	8	4
Cr Shane Jones	10	5
Hon Cr Fred Riebeling	9	5
Cr Tahlia Jones (Resigned as Cr in June 2019)	8	5
Cr Merv Darcy	11	5
Cr Dave Schumacher	6	3
Cr Peter Rogers	10	4
Cr Matt Rogers	11	3

During the year the Mayor and Councillors also attended committee meetings of Council and a range of Council Advisory Group meetings that are not included in the table above.



Executive Management



Mark Newman

Chief Executive Officer

B.Com, Cert Local Govt. Treasurer,
Cert Local Govt. Clerk

Responsible for the overall operation
of the organisation, Economic
Development and Projects.



Allan Claydon

Director Works and Services

B.E. (Hons), GradDipBus, Grad
Dip. Eng, MEM (Cut), MIEAust,
CPEng

Responsible for Operation Services,
Infrastructure Management,
Engineering Technical Services,
Waste Management, Marinas and
Waterways.



Tony Free

Director Sustainable Communities

BA (Urban Studies), MBA, MPIA

Responsible for Environmental
Services, Planning and Land
Services, Statutory Services,
Arts and Culture, Community
Development and City Centre.



Graeme Davies

Deputy Chief Executive Officer (May 2019)

GradDipBus, MBA

Responsible for Recreation Centres
and Services, Strategy and
Corporate Planning, Corporate
Communications, Customer
Services, Human Resources and
Organisational Development,
Elected Member Support,
Information Management, Festivals
and Events.

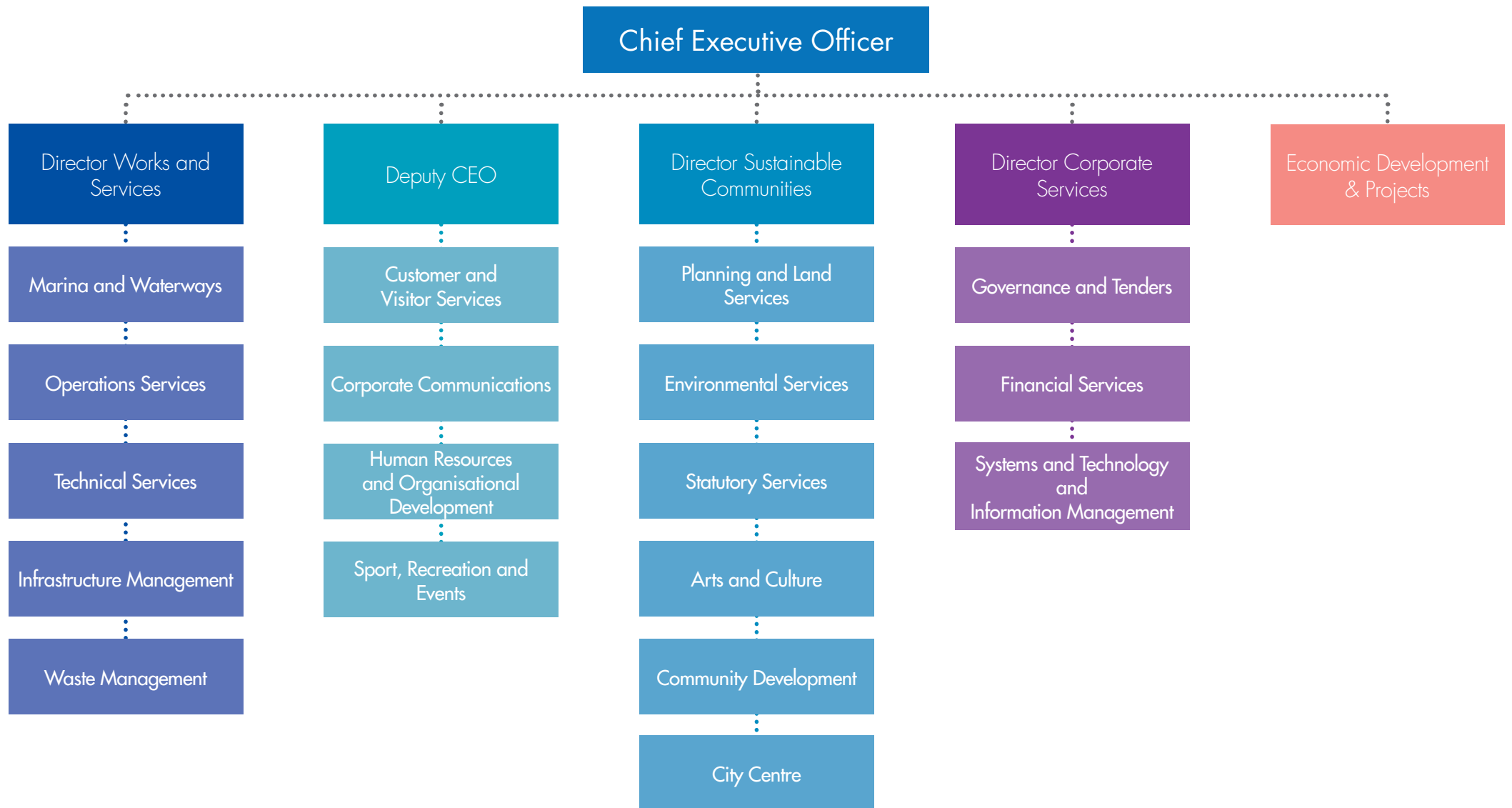


David Prattent

Acting Executive Manager Finance and Governance

Responsible for Legal, Governance,
Procurement, Finance Services and
Information Technology

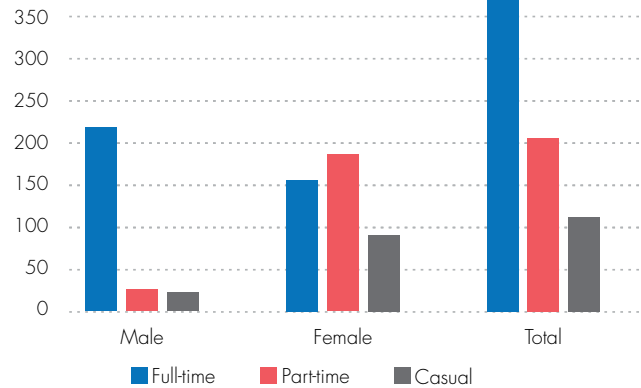
Organisational Structure



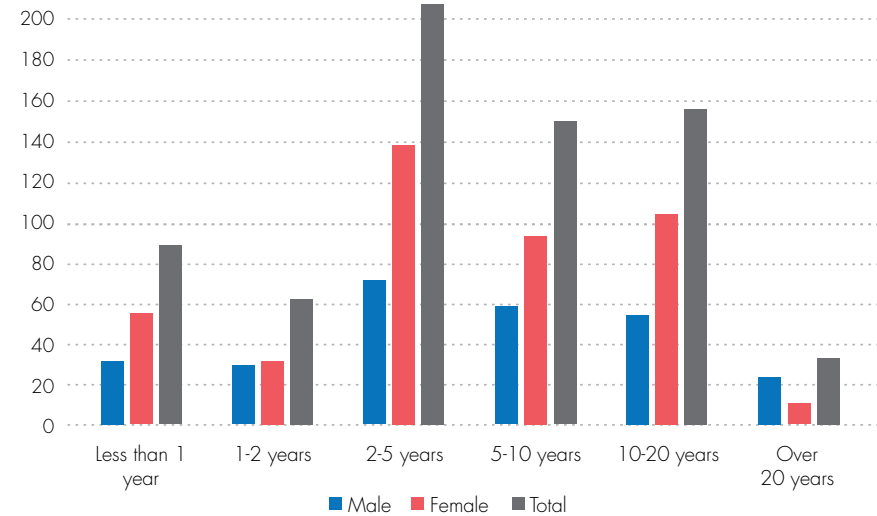
Staff Profile

The City of Mandurah has a diverse workforce, currently employing 698 staff in many varied fields. Volunteers are also an important extension of our workforce.

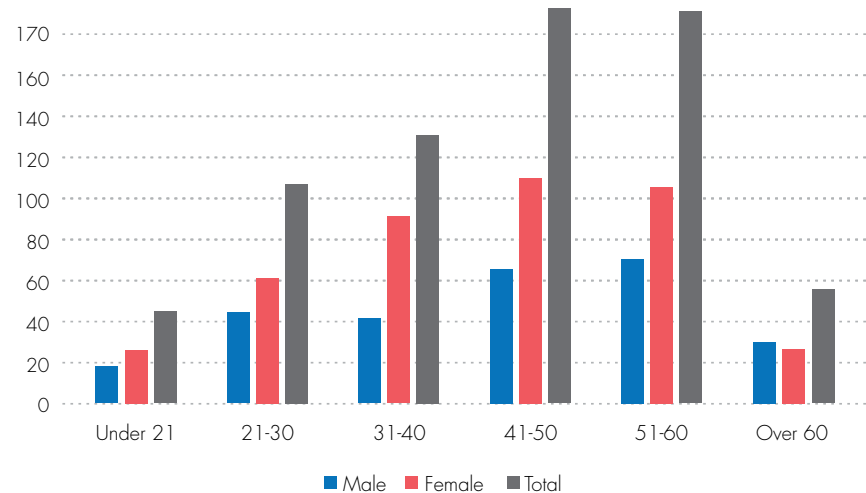
City of Mandurah Employees 2018/2019*



City of Mandurah Employees by tenure 2018/2019



City of Mandurah Employees by age 2018/2019



About the Annual Report

The Annual Report 2018-2019 will provide an update of the City's achievements against the Corporate Business Plan 2018-2021 which was developed from the Strategic Community Plan 2017-2037.

The objectives in both plans focus on six key areas; Environment, Social, Economic, Infrastructure, Identity and Organisational Excellence.

For each of the identified objectives, strategies, projects, actions and activities have been identified in the Corporate Business Plan 2018-2021. Performance indicators were also identified in the plan which are measured quarterly to ensure that the City delivers on its Strategic Community Plan. We will in this Annual Report, provide an overview of our performance, detailing the strategies implemented for each key area and our progress to date. We will also

provide an update on major issues encountered and projects the City has undertaken during this time.





The Annual Report 2018-2019 meets our commitment to transparent performance reporting, in line with the Integrated Planning and Reporting Framework required of all local governments throughout Western Australia.

Reading the Report

The City of Mandurah Annual Report 2018-2019 is structured based on the Strategic Community Plan's six Key Focus Areas (KFA). The sections to follow will provide;

- A snapshot of our strategic direction, derived from the Strategic Community Plan 2017-2037
- For each Key Focus Area
 - Highlights of major projects/initiatives undertaken during the financial year along with major challenges faced
 - Performance to date, against our Corporate Business Plan 2018-2021 – The Dashboard

The performance against the Corporate Business Plan 2018-2021 is reported using a four colour scale;

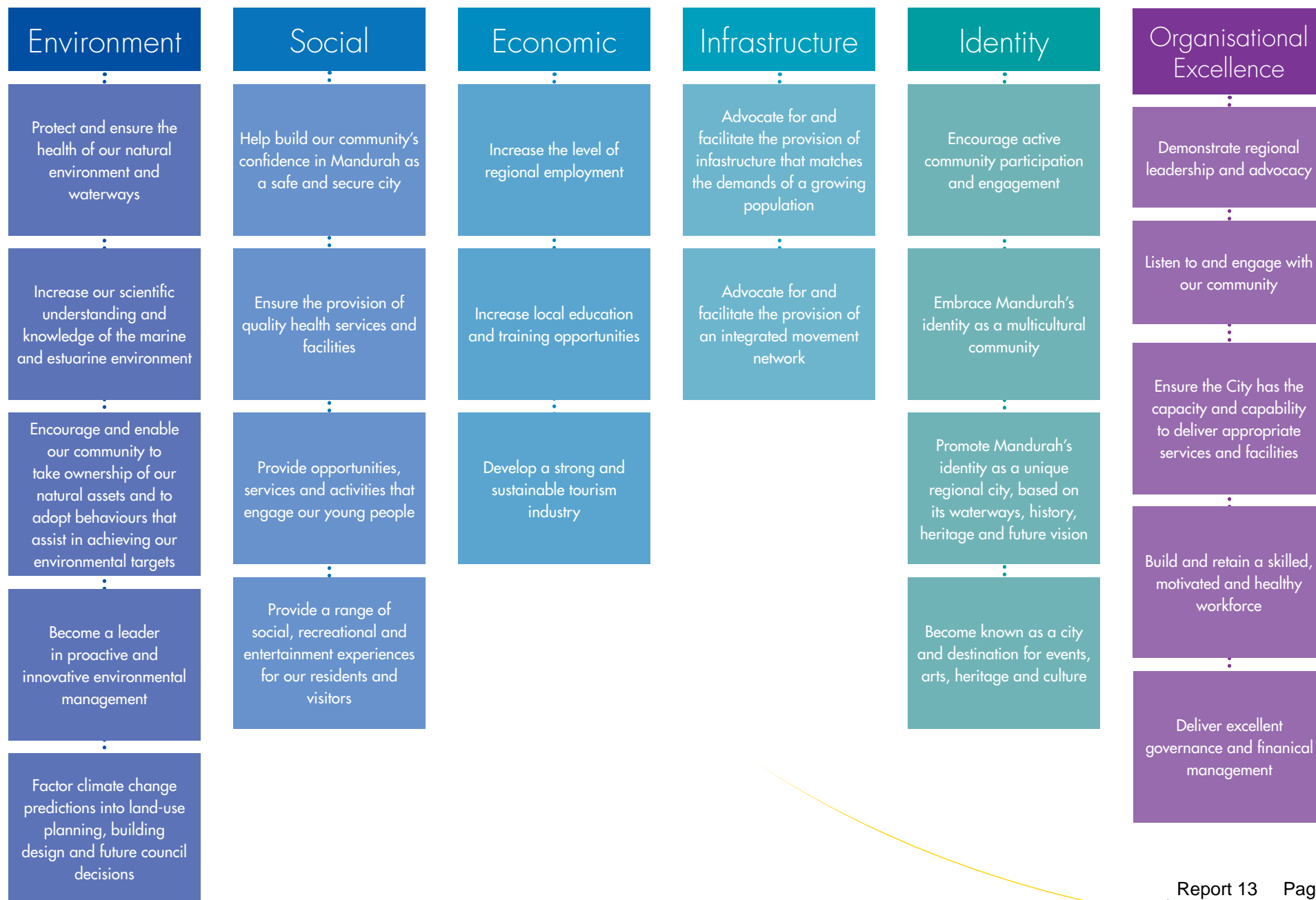
-  **Completed:** Projects/Initiatives completed during the financial year under review, as planned in the Corporate Business Plan 2018-2021
-  **In Progress:** Projects/Initiatives commenced during the financial year under review, as planned in the Corporate Business Plan 2018-2021, and not yet completed, with delivery falling due after the financial year 2018/2019, or delayed due to varied reasons
-  **Ongoing:** Projects/Initiatives completed during the financial year under review, as planned in the Corporate Business Plan 2018-2021, and will be delivered annually for a given period of time
-  **Not Commenced:** Projects/Initiatives not commenced during the financial year under review, as planned in the Corporate Business Plan 2018-2021 due to varied reasons

Overall Strategic Direction

Major projects/initiatives highlights for the KFA

Performance Scorecard for the KFA

Strategic Direction





Key Focus Area: Environment

A community that is a leader in proactive and innovative environmental management.

Waterwise Initiatives

The City has been recognised as a Waterwise Council since 2009, highlighting a commitment to reducing water use in the community and maintaining it in years to come.

For a number of years, the City has achieved Gold and Platinum status in the Waterwise Council Program, which is jointly run by the Water Corporation and the Department of Water. This status recognises the City's achievements across a number of waterwise projects, including waste water reuse schemes and the Waterwise Verge Incentive scheme.

The City also continued implementation of the Waterwise Council Water Efficiency Action Plan, retrofitting close to 100 conventional verges to low water using native gardens as part of the Waterwise Verge Incentive scheme.

As part of the City's new joint economic development strategy with the Shire of Murray, Mandurah and Murray: a shared economic future, planning continued for two major waterways-based projects:

- **Regional Waterways Data Array:**

This project is a region-wide project that will create an open platform for regional science, research and industry to cluster, collaborate and innovate on the collective vision of maintaining and enhancing the

region's environmental and economic future. The Waterways Data Array will comprise a network of test stations and sensors that will drive a collection of big-data streams with real-time, location-specific data and monitoring.

- **Waterways Centre of Excellence:**

The Regional Waterways Data Array is the first stage of a two-part project that will pave the way to the future Stage 2 – the Waterways Centre of Excellence. The Waterways Centre of Excellence will provide a permanent centralised hub for water science research and related business activity regionally, nation-wide and internationally. The centre will accommodate a range of agencies and organisations already located within the Peel Region, including government agencies and research institutions. The centre will also potentially incorporate tourism and indigenous cultural elements, including interactive public foyer space, data displays, cultural gallery, office spaces, laboratories and conference facilities.

Mosquito Management

The Peel Mosquito Management Group (PMMG) consists of the City of Mandurah, Shire of Murray, City of Rockingham and the Shire of Waroona. In partnership with the Department of Health Western Australia, the

group works hard to minimise the impact of mosquitos across the Peel Region.

The 2018/19 season was noted as being far less intense than recent seasons in relation to the number of aerial treatments required, and the overall number of hectares treated.

The combination of environmental conditions throughout the season limited inundation and hatching events and made managing mosquito populations much easier than recent years.

Thirteen aerial larviciding treatments were done between July 2018 and June 2019, covering a total of 1438.4 hectares.

The City and the PMMG also continued to provide community education on ways to 'fight the bite'.

Environmental Partnerships

The City works closely with a number of organisations, groups and research bodies to deliver the best environmental outcomes on behalf of the community.

Key environmental partners include:

- Peel Preservation Group – the group secured \$11,000 in funding towards the installation of two seabins in the Mandurah Ocean Marina. Marina and Waterways and Environmental Services supported this community group with this project

- A fourth property was purchased under the City's Bushland Buyback program, which is located on Lakeside Parkway in Herron. This purchase adds a further 10ha to the City's target of purchasing 150ha of high conservation bushland
- Mandurah Environmental Volunteer Alliance – the Alliance met on a bi-monthly basis from July-December, changing to a monthly basis in 2019. An Embrace the Space toolkit was developed to show the community how to become a steward for their local community space
- Environmental Education Research Project partnership with Murdoch University. The partnership will research the impact from three of the City's environmental education programs. This research is ongoing.
- Peel Harvey Catchment Council – the Council focused on wetland water quality, and macroinvertebrate identification with Mandurah Primary School
- Bouvard Coastcare Group – The group delivered an experimental 'Seed Bomb' planting at Melros Beach
- Continuing efforts to reduce the City's carbon footprint, solar photovoltaic arrays were installed on a further three facilities; the Waste Management Facility, Mandurah Visitor Centre and Lakes Cemetery
- Continued partnership with the Mandurah Environmental Advisory Group, which represents the Mandurah community in commenting on key environmental matters

Community Education and Engagement

The environment has been identified as one of the community's top priorities.

The City is committed to working with the local community to taking action to decrease our impact on the environment in a number of different ways and ensure our young people understand the value of our unique environment.

Our key achievements include:

- Lake Clifton Bioblitz – close to 130 people attended this day-long event, which was run by a volunteer steering group with the support of the City
- Single-use plastics ban – The Council voted to phase out the City's use of single-use plastics. As part of this, the City engaged local businesses in campaigns such as The Last Straw and Responsible Cafes to reduce the use of single plastics across Mandurah. 25 businesses took part in these campaigns. The movement was helped to be brought about by students from Mandurah Baptist College
- Community Planting Season: More than 35,000 plants were planted within reserves and coastlines across 12 events. These activities were attended by more than 250 volunteers
- Kids Teaching Kids Conference: 290 students from 12 schools in the Perth and Peel regions attended the two-day 2018 Kids Teaching Kids Conference. Mandurah Baptist College students won the City of Mandurah scholarship to attend the National Water Kids Teaching Kids conference. This was the seventh year the City has held the event.
- Volunteer Support: The City continued to support community-led volunteer initiatives such as Osprey WA, Coastal Waste Warriors, Mandjar Wildlife Guardians and Mandurah Dolphin Rescue
- The City provided a submission into the Senate enquiry into Australia's faunal extinction crisis. The submission outlined how Mandurah is impacted, including examples of local extinctions, and solutions-based recommendations at a national scale
- The City continued advocating for better legislation to reduce the impact of cats on native fauna, including establishing a Cat Working Group to improve cat management within the city. Key actions for the group included:
 - development of a Cat Local Law for the City
 - identifying changes needed to the Cat Act 2011
 - cat management around priority sites
 - education & campaigning for increased sterilisation, registration and chipping of cats.

Environment: A community that is a leader in proactive and innovative environmental management

Objectives	Strategies	Status as at 30 June 2019
1.1 Protect and ensure the health of our natural environment and waterways	1.1.1 Ensure appropriate strategies and programs are in place to maintain Mandurah's biodiversity	A further seven Environmental Management plans for City managed nature reserves have been reviewed. A fourth property has been purchased under the City's bushland buyback initiative contributing a further 10ha to the target of purchasing 150ha of high conservation bushland. 16,300 seedlings have been planted in revegetation sites across the City this planting season.
	1.1.2 Support the development of a clear governance structure for Peel waterways management	The City is currently developing an advocacy framework which will include Council's position on a number of important issues including the development of a clear governance structure for Peel waterways management.
	1.1.3 Ensure appropriate strategies and actions are in place for Mandurah's coast and waterways	The City is currently undertaking a Coastal Hazard Risk Management and Adaptation Plan which will determine how vulnerable the City is to coastal erosion and inundation and will assess the community's values and what they feel would be an acceptable risk and how this risk should be managed into the future. GHD were awarded the tender and the study is partly funded by the State Government.
	1.1.4 Integrate the protection of waterways and bushland into land use planning	Provided submission into the Senate inquiry into Australia's faunal extinction crisis. Continued advocating for better legislation to reduce impact of cats on native fauna, including establishment of a cat working group with key stakeholders.
	1.1.5 Proactively manage storm water to reduce the impact on the natural environment	Strategic priorities for Water Sensitive Urban Design project to be undertaken in the 2019/20 financial year. Strategic Waterwise Working Group created with cross functional representation. Senior drainage engineer employed to further progress stormwater initiatives.
	1.1.6 Reduce the City's water consumption	Continued implementation of the Waterwise Council Water Efficiency Action Plan and once again obtained Gold Waterwise council status in 2018/19
1.2 Increase our scientific understanding and knowledge of the marine estuarine environment	1.2.1 Engage in collaborative research partnerships with the education sector and other stakeholders	Finalised the Australian Research Council partnerships Backyard Bandicoots and Balancing Estuarine and Societal Health. Continue to support Sustainable Dolphin Tourism and Fairy Tern research with Murdoch University. Environmental Education PhD research partnership has entered into its final year
	1.2.2 Lobby State Government to ensure the sustainability of fish and crustacean stocks and habitats	In November 2018 the City put in a submission in response to the Department of Fisheries (DPIRD) Management Paper No. 288 – Protecting breeding stock levels of the blue swimmer crab resource in the south west. The City supported a range of management options in its submission, including night-time curfew on recreational crabbing, extending the closed season, and implementing a mix of management options.

Objectives	Strategies	Status as at 30 June 2019
1.2 Increase our scientific understanding and knowledge of the marine estuarine environment	1.2.3 Respond to environmental challenges based on scientific evidence	<p>As part of its joint economic development strategy with the Shire of Murray (adopted by Council in October 2018), the City of Mandurah is currently planning two major waterways-based projects:</p> <ul style="list-style-type: none"> • Regional Waterways Data Array – comprises a network of test stations and sensors that will drive a collection of big-data streams, providing real-time, location-specific data and monitoring. This in turn will create an open platform for regional science, research and industry to cluster, collaborate and innovate on waterways sustainability. • Waterways Centre of Excellence – will provide a permanent facility for water science research and related business activity located in central Mandurah, including government agencies and research institutions.
1.3 Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets	1.3.1 Provide information and events that enable people to understand and care for the environment	<p>The Mandurah Environmental Volunteer Alliance continues to meet on a monthly basis. The Embrace A Space toolkit was created to offer community members a guide on how to act as a steward for their local park/nature reserve.</p> <p>Continued to deliver a diverse range of environmental events including Kids Teaching Kids conference, National Tree Day, Future Vehicles Expo and Lake Clifton Bioblitz.</p>
	1.3.2 Reduce waste-to-landfill	<p>The City implemented programs at the Waste Management Centre to divert green waste, scrap metal, waste oil, tyres, e-waste, mattresses, car batteries, household batteries, paint and Household Hazardous Waste, from landfill and recycled.</p> <p>Commencement of the waste oil and battery recycling program at the kerbside was another initiative in the 2018/19 financial year.</p> <p>The City also continued the recycling education programs (Primary School Recycling Education Program and Bin Tagging Program) to help improve the community's recycling performance.</p> <p>A significant reduction in waste going to landfill is expected to be achieved in late 2021 when the City sends all of its municipal waste to the Waste to Energy plant in Kwinana (currently under construction) where it will be converted into energy.</p>

Objectives	Strategies	Status as at 30 June 2019
1.3 Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets	1.3.3 Assist our community to reduce energy use and adopt clean energy technologies	The City is working with Western Power to install a second battery powerbank in Falcon. The City also hosted the Future Vehicle Expo showcasing hydrogen fuel cell and electric vehicles to the community.
	1.3.4 Assist our community to reduce water consumption	Continued implementation of the Waterwise Council Water Efficiency Action Plan including retrofitting 97 conventional verges to waterwise verges.
	1.3.5 Promote and encourage the development of environmentally sensitive built form	Solar orientation in new subdivisions and new dwellings will form part of the City's assessments, together with the location of public open space and street design to maximise tree retention.
1.4 Factor climate change predictions into land-use planning, building design and future Council decisions	1.4.1 Ensure strategies are in place for climate change adaptation including greening of the City	The development of the Mandurah Bushfire Risk Management Plan 2019-2023 and Treatment Schedule for 2019/20. Building internal capacity and utilising DFES Bushfire Risk Management System to identify and assess assets at risk. Successfully applying for Mitigation Activity Funding and All West Australians Reducing Emergencies Funding to manage and treat bushfire risk.
	1.4.2 Increase dwelling density around activity-centres and key transport links	The City's draft Planning Scheme 12, Local Planning Strategy and Central Mandurah Activity Centre Plan set out the dwelling densities around the key activity centres. The draft scheme 12 and Planning Strategy will be advertised for public comment during 2019/20 following endorsement by the Western Australian Planning Commission.
	1.4.3 Reduce the City's carbon footprint	Solar photovoltaic arrays have been installed on a further two facilities. An investigation into the feasibility of a district cooling system in the Civic precinct is underway.



Key Focus Area: Social

A community that is safe, resilient, healthy and engaged.

Community Safety and Crime Prevention

The City continues to ensure a well-rounded approach to community safety and crime prevention by working together with the State and Federal Governments, local police, businesses, community groups and residents.

Key achievements during 2018/19 include:

- A Memorandum of Understanding (MOU) was developed between the City and WA Police, which works to provide clarity around the strategic priorities of each party relating to community safety
- The City continued to apply Crime Prevention Through Environmental Design (CPTED) principles across all design and delivery stages of City facilities and infrastructure projects, to enhance community safety. This year's CPTED highlights included:
 - Mandjar Square redevelopment – lighting, controlled vehicle access and opening the visual corridor through the site
 - Waterfront Redevelopment concept planning including Smart Street Mall, Eastern Foreshore north and south precincts, and Western Foreshore recreation precinct
 - Access to Mandurah Ocean Marina via Ormsby Terrace – installation of direct path, lighting upgrade and Closed Circuit Television

- Eastern Foreshore seawall path lighting upgrade
- Upgrades to Birchley Reserve, Novara Foreshore and Falcon Bay Reserve
- The fourth series of My Park Grooves free community events was held at four local parks – Madora Bay's McLennan Park, Halls Head's Santalum Reserve, Wannanup's Village Beach and Meadow Springs' Kirkland and Landley Link. The aim of the events is to increase activation of the City's parks, increase reporting of graffiti or vandalism and increase community involvement with neighbours, community groups and local spaces. In 2018, each location attracted between 200-800 people, and live music, family friendly activities and community education were available. A survey conducted across the four locations showed that 99 percent of respondents would be keen to attend a similar event in the future, and 74 percent would be more likely to report graffiti and damage at parks having attended the event.
- Mandurah Liquor Accord - The Accord is made up of licensed premises, police, security, taxis, street chaplains, Department of Sporting and Culture Industries and the Community Safety team. Key focus areas for the Liquor Accord are:
 1. Reduced anti-social behaviour in and around licensed premises

2. Reduced alcohol related violence, ill health or other harm
3. Increased responsible service of alcohol

Key achievements of the Accord in 2018/19 were:

- Launch of Project SMART, which is a positive messaging campaign that aims to educate patrons to be safe, respectful and considerate of one another within and around Mandurah venues, day and night. This project was also an opportunity to tell the community about the great hospitality and activities available in Mandurah.
- The internationally recognised venue safety campaign, Ask for Angela, was trailed at Norma Jeans Retro Bar and was rolled out across the Accord and Mandurah licensed premises during 2019. This campaign aims to promote safety in licensed premises for patrons, where bar staff are trained to support any patrons that may feel vulnerable, uncomfortable or unsafe.

Healthy and active community

The City offers a number of vital services, facilities, programs and activities to help keep our community healthy, active and connected across a range of demographics.

With close to 2000 members, the Mandurah Seniors and Community Centre continued to offer a number of exciting programs, activities, concerts, information sessions and opportunities to connect for people aged over 55 years. A number of new activities were introduced including a drama group and Zumba fitness. In partnership with Murdoch University and a local business, the centre has also introduced allied health services including podiatry, chiropractic, and general health checks at low or no cost to members on a weekly basis.

Close to 10,000 people per month access the Mandurah Seniors and Community Centre for City-run activities and events, as well as other independent classes. A community bus is also offered for seniors with limited mobility or transport options, making the services more accessible for all.

The City also revised the Vulnerable Communities Plan and renewed the Aged Care Emergency Management Memorandum of Understanding for a further three years, thereby empowering groups and organisations to support each other in times of need and encourage resource sharing between 18 aged care and independent living facilities.

The City works closely with a number of partners to support young people and develop Mandurah's future community leaders. The City has more than 150 programs, events and activities for young people to get involved in annually at locations including libraries, the Mandurah Community Museum, recreation centres and Billy Dower Youth Centre.

In 2018/19, the City launched a weekly after school drop-in program at Lakelands, hosted Scooter Jam, Youth Jam, Summer Youth Festival other events, including Beats Under the Bridge which was delivered by the Youth Leadership Group in January attracting more than 400 people.

The City's supports youth across all spectrums and provides programs that aim to support and enrich more vulnerable young people as well as stretch high achieving youth. The City supports an afterschool drop in program in Mandurah and now Lakelands, Comedy Club, STEM Clubs, arts program, barista training program, gaming clubs as well as activities across school holidays. The City also supports Friday Nightfields and Saturdaze programs to provide recreational activities enabling young people to socialise in safe spaces.

The Dream Big Youth Fund, which provides grants of \$350 for individuals and \$500 for organisations, helps young people to upskill and achieve their dreams. In the reporting period, the fund delivered 25 grants to young people, including two organisations. The recipients, aged 11-23 years, used their funds for entrepreneur activities, formal training, attending workshops or interstate/overseas opportunities.

The Mandurah Junior Council consists of 38 year six students from all 19 primary schools across Mandurah. This is a unique initiative that gives young people a chance to learn about local government.

In 2018/19, the Junior Council's project focussed on plastics in waterways, with Junior Councillors raising awareness of this issue by hosting a community beach clean-up at Town Beach (in partnership with Coastal Waste Warriors) and running a stall at the 2019 Mandurah Children's Festival to educate children and parents about the impacts of plastics through fun activities.

The City employed a Healthy Communities Officer to oversee the development and implementation of the Public Health Plan, which provides a strategic direction to help improve the health and wellbeing of the community. The initial role of the Healthy Communities Officer has been to establish connections with key internal staff and external stakeholders to gain an understanding of their activities and goals, and identify any opportunities where 'quick wins' can be achieved to reach positive health outcomes.

A draft Public Health Plan has been developed with close linkages to the Mandurah Matters community engagement feedback, in addition to internal and external consultation with key stakeholders. The draft plan will be presented to Council for endorsement.

The City also continued to advocate for Mandurah's health care needs, a highlight of which was the opening of the Peel Health Hub in December 2018. This state-of-the-art facility brings together key health services to assist people in the Peel region.

City of Mandurah major events 2018/2019:

- **Stretch Arts Festival Mandurah** (5 & 6 May) 14,000 people
- **Mandurah Children's Festival** (21 October) 14,500 people
- **Australasian Police & Emergency Services Games** (October 28 – November 3 2018) 3,341 participants from six countries
- **Community Christmas Celebration** (30 November) 25,000 people
- **New Year's Eve** (31 December 2018) 22,000 people
- **Australia Day Celebrations** (26 January) 5,000 people
- **Mandurah Crab Fest** (16 & 17 March) 107,000 people
- **Wearable Art Mandurah Showcase** (15 & 16 June) 1500 people and close to 1200 people at subsequent CASM exhibition

Festivals and events

The City is proud to have again delivered or facilitated a number of spectacular events during the financial year, including Mandurah's award-winning signature annual event, the Channel 7 Mandurah Crab Fest. Mandurah's exciting calendar of events provides fun activities for local residents and visitors, as well as economic opportunities and benefits to our community and tourism sector.

The City actively seeks to attract events which add vibrancy and economic value to the city, and give more people the opportunity to experience for themselves what a special place Mandurah is.

The City has a stellar record of producing and attracting major events, which provide significant boosts to local businesses and drive job creation.

The City continued its partnership with Sports Marketing Australia for the placement of a number of events. Across nine key events, the estimated spend within Mandurah was \$4.7million.

In 2018, the Channel 7 Mandurah Crab Fest was awarded Gold for the third consecutive year in the Major Events and Festivals category at the Perth Airport WA Tourism Awards.

Crab Fest is WA's biggest free regional event, and Mandurah's signature annual tourism event, with an average yearly attendance of more than 100,000 local, intrastate, interstate and international visitors. It is also a popular highlight of the Western Australian events calendar.

Showcasing the best food and entertainment the Peel Region offers, the two-day festival includes entertainment, unique dining and food experiences, and Mandurah's famous blue swimmer crabs, all set on the backdrop of beautiful waterways. The festival is an integral part of the state and delivers economic and social benefits to local businesses and the community.

The 17th Australasian Police & Emergency Services Games, held in Mandurah from October 28 - November 3, 2018, was a great success. The Games saw a record 3341 participants from six countries

gather in Mandurah to compete and volunteer. A total of 50 different sports were offered across seven days, and a range of social and tourism opportunities were provided for all. Competitors and supporters travelled from all over Australia, New Zealand and New Caledonia, in addition to invited guests from Hong Kong, Singapore and China, to be part of the largest multi-sport event to take place in WA in the last decade.

The 2018 Games saw the introduction of the Firefighter Race, Fire Truck Pull and Downwind Ocean Surf Ski Race, as well as the return of Water Polo.

Highlights of Mandurah's Australasian Police & Emergency Services Games were:

- | | |
|--|--------------------------|
| • \$6.1m - economic impact to WA | • 252 volunteers |
| • 3341 participants from six countries | • 72 sports coordinators |
| • 2000 competitions | • 50 sports |
| | • 28 venues |
| | • 7 days |

Mandurah was chosen as the host city for a number of reasons, including our award-winning waterfront dining, aquatic adventures and world-class golf courses; significant redevelopments to Mandurah Aquatic and Recreation Centre, Mandurah Forum Shopping Centre and foreshore precincts; and City's desire to partner with the event and organisers to showcase the region and facilities as a major sporting and tourism destination.

Supporting our community

The City supports the community in a range of ways to build capacity and create opportunities.

Examples during 2018/19 include:

- Community Assistance Grants Scheme – this scheme supports community groups who create opportunities for community participation providing greater access to services. Two grants are available, the Community Association Fund and the Partnership Fund.
 - » The Community Association Fund supports local community groups to deliver projects to Mandurah residents. The fund has two rounds per year in which groups can be granted between \$500 to \$2000.
- Round one: \$35,557 for 28 community groups
- Round two: \$33,727 for 21 community groups
 - » The Partnership Fund assists community organisations to provide increased access to essential programs and services over a three year period. This financial year 25 groups were funded a total of \$127,303.
- Kidsport grants – 1382 vouchers (totalling \$196,356.13) were approved and provided for financially disadvantaged young people to join local sporting clubs. These grants are processed by the City and funded by the State Government.
- The Club Connect Club Grant program delivered \$14,284 among 29 local sporting clubs in 2018/19.
- Seventy-seven local residents benefited from the Outstanding Representative Donation with a total of \$16,700 allocated to athletes and officials representing WA and Australia in sport.

In October, a new facility on Tuart Avenue opened its doors to provide a safe space for homeless people to have a warm shower and get changed, a service which has previously not been available. The purpose-built facility is designed to make the lives of Mandurah's vulnerable people a little easier, and is close to other services including retail spaces, the library, Lotteries House and public transport. In a new co-location model, services and facilities for local vulnerable people can now be in one place.

The project can also facilitate links between facility users and other organisations and service providers. The shower block includes two showers, two change spaces and associated infrastructure.

Mandurah Matters

In late 2018, the City of Mandurah launched one of its biggest community engagement projects to date, Mandurah Matters. At the heart of the project, the City wanted to find out what is important to our community. The city-wide campaign aimed to provide a framework to facilitate a citizen-led vision for Mandurah's future. More than 1600 people contributed to Mandurah's shared vision, a vision about what Mandurah will look and feel like in years to come.

During the first phase surveys, the community voiced that the City's focus should be on the environment, the economy, social aspects, and health. The City will use those four pillars to drive future planning.



These pillars were explored during a series of workshops in the second stage of the project, where the community discussed what they wanted Mandurah to be known for. These conversations laid the ground work for the Future of Mandurah Summit. At this Summit, a group of delegates worked together to develop Mandurah's Story.

This story forms the basis of our shared vision. The vision will be shared with the broader community.

Access and Inclusion

The City of Mandurah is committed to ensuring that the community is accessible for and inclusive of people with disability, their families and carers.

The City has ongoing partnerships with a number of community and disability service organisations, as well as people with disabilities and their families. These partnerships have enabled the City to deliver a number of great new initiatives which support an increase in access and inclusion for all members of our community.

Some of the 2018/19 highlights include:

- The City included requirements of the universal Accessibility and Disability Discrimination Act into the design of all new and refurbishment building projects in the city, including the Port Bouvard Surf Lifesaving Club's second storey extension, Tuckey Room refurbishment, Blue Bay, Warrangup Springs and Mandurah Yacht Club ablution upgrades. The Mandurah Performing Arts Centre also received additional ramp entries and a lift for public access.

- In 2018, the City was awarded Most Accessible Regional City in WA by the Western Australian Local Government Association (WALGA). The City was awarded for improving the accessibility of Council infrastructure and public open spaces, inclusive communication technology and information initiatives, leadership on community attitudes and perceptions, and accessible and inclusive Council services, programs and events. In 2019, the City received a 'Highly Commended' acknowledgement.
- In early 2019, the City partnered with Sport and Recreation Peel and Rebound WA to promote and facilitate a seven-week inclusive basketball program that was delivered at the Mandurah Aquatic and Recreation Centre. People with a mobility disability were provided with the opportunity to play a team sport with their family and peers in a welcoming and shared community space.
- In 2018/19, the City's Community Capacity Building team partnered with Inclusion Solutions through the Socially Inclusive Communities Western Australia (SICWA) partnership project. Four local clubs/groups (Mandurah Mustangs Football Club, Mandurah Surf Life Saving Club, Peel Little Athletics Club and the Inclusive Mandurah group) were selected for receiving mentoring and training support to increase access and inclusion for all members of the community.

City staff received Disability Awareness and Social Inclusion training as part of the project. The City's Youth and Recreation teams have been successful in applying for the SICWA round two project, which will further promote access and inclusion throughout both the organisation and the wider community.

- With support from the SICWA project between Inclusion Solutions and the City of Mandurah, the Mandurah Mustangs Football Club introduced their first integrated football team in 2019. This team has enabled a group of local men to play competitive football and to develop friendships, actively participate in their community and fulfill valued roles. The team plays in the integrated league, however they are included in all other aspects of the football club alongside the other leagues.
- The Inclusive Mandurah Group aims to create awareness in the community around disability, access and inclusion, and acts as an information source for community, and a conduit between the City and community. The City acknowledges the positive impact that the group has in promoting access and inclusion, and as such the group is supported throughout the year by the dedicated Access and Inclusion officer in the Community Capacity Building team.



Social: A community that is safe, resilient, healthy and engaged

Objectives	Strategies	Status as at 30 June 2019
2.1 Help build our community's confidence in Mandurah as a safe and secure City	2.1.1 Put in place strategies and actions that make people feel safe	<p>Continued to maintain and manage the City's CCTV infrastructure.</p> <p>Reached consensus on an approach to homelessness supported by the Community Services sector interagency group which includes a working group model with five focus areas, safety and security, social facilities review, housing, capacity building and support systems. A core project team comprised of services who work directly with people experiencing homelessness are progressing with a collaborative approach to attract funding.</p> <p>Continued to encourage a shared responsibility in emergency management via staff induction, training, building internal capacity and organisational resilience.</p> <p>Reviewed membership of Mandurah Local Emergency Management Committee and encouraged active participation.</p> <p>Renewed Local Government Emergency Management MOU with City of Rockingham, Shire of Murray and Shire of Waroona.</p> <p>Undertook a joint LG Recovery Exercise, focussing on natural, built, social and economic recovery environments and continuity of City services.</p>
	2.1.2 Advocate to ensure appropriate levels of community policing including the re-establishment of a regional police presence	<p>Memorandum of Understanding (MOU) developed between the City of Mandurah and WA Police, endorsed by Council at its April 2019 meeting. The objectives of the MOU is to provide clarity of the strategic priorities of each party relating to community safety.</p>
	2.1.3 Ensure the City's planning, design and infrastructure provision enhances community safety by embracing Crime Prevention through Environmental Design principles	<p>Crime Prevention Through Environmental Design (CPTED) principles are applied across all the design and delivery stages of City facilities and street infrastructure projects. Below are projects in the past financial year that has utilised CPTED design principles.</p> <ul style="list-style-type: none"> • Mandjar Square Redevelopment – the last stage of works included the delivery of the Catenary functional and feature lighting system, controlled vehicle access, opened up the pedestrian access and visual corridor through the site. • Waterfront Concept proposals/planning - Smart Street Redevelopment , Eastern Foreshore North Precinct, Eastern Foreshore South Precinct, Western Foreshore Recreation precinct – including detailed Skate and Activity Space Concept Design. • Ormsby Tce access to Marina – direct path installation, lighting upgrade, CCTV. • Eastern Foreshore seawall path lighting upgrade • Birchley Reserve upgrade – staged upgrade including new playground and fitness/sport facilities and path connections/circuit to encourage activity and use. • Novara Foreshore upgrade – continuation of staged upgrade with playground and facilities to encourage activity and use. • Falcon Bay Reserve – staged upgrade including new shelter and picnic facilities, lighting upgrades

Objectives	Strategies	Status as at 30 June 2019
2.1 Help build our community's confidence in Mandurah as a safe and secure City	2.1.4 Continue to promote Mandurah as a great place to live	The City has promoted events and activities available to our community and continued to provide services and facilities at a high level, with the promotion of Mandurah as a great place to live.
2.2 Ensure the provision of quality health services and facilities	2.2.1 Advocate to ensure that Mandurah's health care needs are met including the provision of a significant regional hospital	The City employed a Healthy Communities Officer to oversee the development and implementation of the Public Health Plan. The Peel Health Hub opened in Mandurah in December 2018. The facility is state of the art and brings together key youth services within the one hub servicing the Peel region.
	2.2.2 Continue partnerships to ensure the delivery of best-practice mosquito control	Continued Best Practice Mosquito Control with ongoing advocacy for the continuation of winter treatment. Ongoing public awareness programs undertaken.
	2.2.3 Ensure City services and facilities are accessible to all	Incorporated universal Accessibility and Disability Discrimination Act requirements in the design of all new and refurbishment building projects across the City, including Port Bouvard Surf Lifesaving Club Second Storey Extension, Tuckey Room Refurbishment, Blue Bay and Warrangup Springs Ablution refurbishments and Halls Head Parade Sports and Community Facility Universal Access Toilet Refurbishment.
	2.2.4 Implement strategies and actions that meet the needs of seniors within our community	<p>The Seniors and Community Centre continues to provide a variety of activities and events specifically for people over the age of 55 years that engages mind, body and encourages social connection with a number of new activities instigated including a drama group and Zumba fitness. In partnership with Murdoch University and another local business the Seniors and Community Centre has introduced a number of new allied health services including Podiatry, Chiropractic and General Health Check clinics, at low or no cost, on a weekly basis.</p> <p>The Seniors Centre has a membership base of approximately 2000 people and welcomes around 10,000 through the doors every month who attend both City facilitated activities and events as well as other independent classes. Assistance for those with limited mobility or transport options is available through the provision of a Seniors community bus service.</p> <p>Mandurah Libraries offers a Home Library Service to community members who are housebound, with fortnightly deliveries of reading material and resources. In 2018/19 Mandurah Libraries introduced new programs in collaboration with the community and service providers to meet the needs of those living with dementia – Memory Café and Reading and Reminiscing Club. This builds on the successful Reflecting with Art and Intergenerational programs.</p> <p>Continued participation in the Ramsay Health Aged Care Professional and Providers Network, sharing emergency management initiatives and learnings.</p> <p>Revised the Vulnerable Communities Plan and renewed Aged Care Emergency Management MOU for a further 3 years. Empowering the industry to support each other in times of need, encouraging resource sharing register between 18 aged care and independent living facilities.</p>

Objectives	Strategies	Status as at 30 June 2019
2.3 Provide opportunities, services and activities that engage our young people	2.3.1 Provide facilities, events and spaces that meet the needs of young people	<p>Launched a weekly afterschool drop in program in Lakelands. Hosted Scooter Jam, Youth Jam and the Beats Under the Bridge Summer Youth Festival. Started a Dungeons and Dragons Club out of Falcon eLibrary. Continued activating various spaces across Mandurah throughout each school holidays.</p> <p>After piloting taster sessions, Homeschool Workshops were introduced to the Mandurah Libraries and Heritage program, providing opportunities for young people to work collaboratively with their peers and explore topics including Auslan, environmental projects, and engineering.</p> <p>RT Kids, an afterschool art program run out of CASM, facilitated by a practising artist and administered by Mandurah Libraries continues to provide opportunities for young people to engage with creative art. In the 2017 calendar year an internship for a young artist to work with RT Kids and CASM was introduced. The third intern in the program commenced in January 2019.</p> <p>Annual Mandurah Children's Festival was successfully delivered providing free activities, entertainment and education opportunities for children aged 3-12 years.</p> <p>Family friendly activities delivered within Crab Fest aimed at young people.</p> <p>Volunteering opportunities at City events (in particular Crab Fest and Children's Festival) to engage youth and provide engagement and participation opportunities.</p> <p>The City continued to deliver ongoing children's programs at the City of Mandurah Recreation Centres, and piloted a new Pool Party programme/event at the MARC aimed at providing a safe and active activity for youth aged 12-16.</p> <p>City Kids is a marketing campaign that pulls together all the programmes, activities and events that are provided for 0-17 year olds. This brings together over 100 programmes, activities and events in one place, making it easy for our community to choose what is right for them.</p>
	2.3.2 Connect young people to information, people, programs and education that allows them to achieve their life goals	<p>Mandurah Youth's Facebook page has gained more followers and improved engagement. Provided Barista, resume and interview training to young people. Provided Youth Officers to be mentors to the AIME program which encourages and supports Aboriginal high school students to aim for university. Launched the RYDE program which provides a vehicle and a mentor to young people to complete their hours needed to obtain their driving licence.</p>
	2.3.3 Develop strategies and actions that ensure that people are given the best start in life from early childhood	<p>Key stakeholders from the Early Years sector in Mandurah engaged in a strategic round table forum hosted by the City of Mandurah in July 2019. The focus was to review and analyse the Australian Early Development Census (AEDC) data released in 2019 and re-establish priorities which reflect a need for a targeted approach in Halls Head and greater emphasis on emotional maturity development.</p> <p>In partnership with the State Library of WA Mandurah Libraries participates in the Better Beginnings program, providing literacy resources and reading material to newborns, in collaboration with child health nurses, and kindy packs to children attending schools and childcare. 1181 packs were delivered to 20 primary schools and 2 child care centres, with team members visiting 16 primary schools and delivering storytime to 908 students.</p>

Objectives	Strategies	Status as at 30 June 2019
2.3 Provide opportunities, services and activities that engage our young people	2.3.4 Support the development of Mandurah's future community leaders	Through Junior Council and the Youth Leadership Group provided upskilling in public speaking, event, and campaign and project management to young people. The Youth Leadership group successfully delivered the summer event "Beats Under the Bridge" which had over 400 young people attend. Rebranded and made the "Youth Dream Big Fund" more accessible.
2.4 Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors	2.4.1 Improve the retail and entertainment experience in Mandurah, focusing on enhancing the city centre with a vibrant and safe evening and night economy	The City Centre team has established a positive working relationship with a number of City Centre businesses. Progress is being made towards a business led approach with regards to the activation of public spaces and to increasing the night time entertainment options in the City Centre.
	2.4.2 Recognise the importance of open spaces for community wellbeing	<p>Continued the implementation of the Mandurah Active Recreation Strategy. The current focus is the delivery of the Lakelands District Open Space project to accommodate the needs of residents in the northern corridor.</p> <p>The City undertook community consultation for the SE Dawesville Channel Master Plan, to gauge the communities' feedback on the proposed design. The design was to activate the space with passive recreation elements.</p> <p>The Falcon Bay Foreshore Reserve upgrade included additional parking closer to the foreshore, and a new groundwater bore and tank system installed to irrigate the foreshore which was previously irrigated by Scheme water.</p> <p>A significant coastal protection structure was installed to provide long term protection to the foreshore reserve.</p> <p>The first stage of expansion of the recreational area west of the toilet block was completed including new paths, grassed spaces, lighting, coastal garden beds, extra shade trees, shower, drinking fountain, seating areas and custom shelters with picnic tables.</p> <p>The Novara Foreshore Reserve upgrades included a new all ages adventure playground, new paths, and irrigation to large expansive grassed areas. New shade trees, park signage with dual naming, new BBQ's, picnic shelters and tables, exercise equipment nodes were installed, along with increased natural foreshore vegetation. A new outdoor performance space with lighting and seats, a viewing platform and connecting paths on the southern side of the boat ramp carpark were also installed with references to Indigenous culture included in the design outcomes.</p>
	2.4.3 Increase the capacity of Mandurah's community, recreation and volunteer organisations	<p>Continued to support the Peel Volunteer Resource Centre via community partnership grants, professional advice, partnership on multiple community initiatives and via their ongoing support in assisting the City's various volunteers. Local Drug Action Plan workshops undertaken with sporting volunteers to upskill in service of alcohol.</p> <p>The City launched the new Club Connect Program, previously known as the Club Support Program. The program provides local clubs with support and resources to ensure effective and sustainable operations.</p>

Objectives	Strategies	Status as at 30 June 2019
2.4 Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors	2.4.4 Provide people with the infrastructure, skills and knowledge to effectively participate in the digital age	The Digital Hub at Mandurah Library continues to provide digital literacy training to individuals, small groups and community groups. The Digital Hub trainer works across the three libraries and the Mandurah Seniors and Community Centre. Coder Dojo is offered in the FabLab at Falcon Library and STEAM programs are offered across the libraries and museum. Public access computers and informal training is provided by library team members as the community increasingly requires access to online platforms for life administration. The FabLab and the Digital Hub are available for hire.
	2.4.5 Encourage wellbeing through healthy lifestyle, sport, social and recreational activities	<p>Range of activities and programs supported across the City's Youth Team, Seniors Centre and recreational facilities leading to improved health and wellbeing.</p> <p>In 2018/19 Mandurah Libraries had 31,500 active members. 335,000 people visited Mandurah Libraries and Museum, participating in 1,153 programs.</p> <p>The City of Mandurah Recreation Centres recorded total attendances of 974,024 over the year, 3478 Health and Fitness and Aquatics memberships, 4,685 Swim School Enrolments and 4585 Outside School hours Care Attendances.</p> <p>The Recreation Centres hosted a number of Junior and Senior sporting clubs including Swimming, Waterpolo, Squash, Badminton, Netball, and Basketball.</p> <p>The MARC Café was the first WA local government recreation centre to take part in the new Fuel to Go and Play program, offering 43% healthy green choices across its revised menu. This is a WA School Canteen Association program, supported by Healthway that uses the 'traffic light system' for rating food and drinks based upon their nutritional value.</p>



Key Focus Area: Economic

A prosperous community with a skilled workforce that has accessible education and employment opportunities.

Mandurah and Murray: a Shared Economic Future

In October 2018, Council adopted a newly created joint economic development strategy, Mandurah and Murray: a shared economic future. The strategy is a partnership between the City of Mandurah and the Shire of Murray, aimed at addressing shared regional challenges and opportunities faced by both Councils. The strategy is a 'living' document that will change and evolve according to Mandurah and Murrays' changing objectives, priorities and opportunities, with a current focus on water science, agri-innovation, tourism trails and emerging industries attraction.

Two major waterways-based projects – the Regional Waterways Data Array and the Waterways Centre of Excellence – form a major part of this economic partnership.

Other economic development opportunities identified within the partnership are:

- **Peel-Yalgorup Wetlands Trails:** The Peel-Yalgorup Wetlands project aims to grow the Peel Region's tourism potential by developing a diverse range of environmentally sustainable tourism attractions to the wetland system that will promote its natural beauty, wildlife, recreational opportunities and Aboriginal culture. These could potentially include walk,

mountain bike, equestrian and paddle trails, pop-up dining, bird watching and wildlife tours, Indigenous interpretive trails and tours, and a variety of eco-accommodation options.

The project consists of two components:

- **Yalgorup National Park** – a partnership between the City of Mandurah and the Department of Biodiversity, Conservation and Attractions (DBCA), the project will expand the park's range of nature-based recreation and tourism trails, activities, attractions and accommodation. The project was expected to start in 2019/20 with the development of a Recreational Master Plan by the DBCA, in partnership with the City.
- **Peel-Harvey Estuary Trails** – a partnership between the City of Mandurah and the Shire of Murray to build on the existing network of local recreation trails around the estuary to create an iconic trails offering. The project will create a range of shared-use and dedicated trails around the Peel-Harvey Estuary and its tributary rivers that grow the estuary's recreation and tourism offering. The project was expected to start in 2019/20 with the development of a pre-feasibility study and trails audit that provides

a list of potential trails, activities, services and infrastructure that would help achieve sustainable waterways-based tourism growth in Mandurah/Murray.

- **Dwellingup Tourism and Trails** - The Dwellingup Tourism and Trails project will create a network of new multi-purpose trails in Dwellingup, including:
 - Dwellingup Trails and Visitor Centre expansion
 - New Skate Park and Pump Track
 - Dwellingup Adventure Trails - additional mountain bike, walk and canoe trails
 - Upgrade of Captain Fawcett 4WD track between Lane Poole and Quindanning
 - Establishment of pop-up café and hire facilities at Baden Powell Reserve
 - 80m suspension bridge over the Murray River at Baden Powell Reserve
- **Agri-Innovation Precinct, Peel Business Park** - A key component of 'Transform Peel', the Agri-innovation Precinct focuses on innovative, high-quality food production and processing, allowing for stronger connections between agricultural and logistics chains, to build critical capacity, business capability and export readiness. It will also include

a research and product development cooperative to broaden WA's economic base with enterprise product development and production for domestic and international markets.

- **Murrayfield Airport Upgrade** - Murrayfield Airport, located on Lakes Road in the Shire of Murray, was established in 1919, and is a registered airfield owned and operated by the Royal Aero Club of Western Australia. Murrayfield is a non-controlled aerodrome with activities including commercial flights, scenic flights, charter flights and flight training. The airport upgrade involves providing expanded light aircraft hangar facilities, a sports aircraft hub, engineering and maintenance capabilities, drone pilot training and Royal Australian Air Force Cadet training. Potential also exists to establish new commercial pilot training programs, with longer term potential to establish national and international freight and logistics capabilities.

Entrepreneur Programs

In an innovative bid to stimulate local job creation and small business growth, in 2014 the City began delivering a series of free entrepreneurial programs for Mandurah small business start-ups. These programs were delivered to a range of target groups, including parents, artists, migrant women and unemployed people seeking to start their own business. Since the launch of the City's Entrepreneurial programs, more than 950 Mandurah residents have participated in 23 workshops between 2014 and 2019.

The aim of the entrepreneurial programs is to help people starting their own business to achieve economic independence and small business success. A vibrant

and innovative entrepreneurial environment contributes significantly to a region's growth and economic development, and the City's program has played a significant role in achieving this.

The City's Entrepreneurial Capacity Building Programs have to date resulted in the creation of more than 80 full-time jobs and contributed \$6.51million to Mandurah's gross regional product per year. Further, around 65 percent of all participants have registered for an ABN, with most trading part-time. This has created around 400 additional part-time jobs.

During 2018/19, 159 participants attended Mumpreneur 101, Start Up Smart Creative, Blogging, Power Up and Leverage courses.

City Centre revitalisation

The City Centre Team continued work on a number of activations and established positive working relationships with City Centre businesses to create a more vibrant Mandurah. The team is working towards a business-led approach for the activation of public spaces and increasing night-time entertainment options in the City Centre.

To help create vibrancy during winter and bring people to the City Centre businesses during the colder months, in July 2018, the City supported the popular Winter Wonderland which included a pop-up ice skating rink on the Eastern Foreshore. It was the second year the event was held in the City Centre. Winter Wonderland featured family ice-skating and winter activities including a cabin bar with music and entertainment. Local foreshore businesses got behind the event by offering themed bar nights, carnival rides, arts and craft markets, nightly venue

specials, family fun activities, and a winter lounge. The 2018 Winter Wonderland event attracted close to 30,000 people across the ticketed ice skating rink and wider event activities, and had a direct economic impact of close to \$700,000.

City Centre Waterfront Project

The City continued to develop plans for a large-scale redevelopment of the City Centre Waterfront, designed to enhance public spaces and entice visitors and new business opportunities to add vibrancy to the area and boost our tourism standing. From April to May in 2018, the City invited the community to be involved in shaping the vision for the City Centre Waterfront area including the Eastern Foreshore Reserve (from the Boardwalk Precinct to the Bridge) and the Western Foreshore Reserves, including foreshore areas to the north and south of the bridge, under the bridge and Hall Park.

The community was asked to share what they love about the foreshore spaces, identify opportunities for improvements and prioritise the areas that most require change. During this community consultation phase, it was identified that the Smart Street Mall was also a priority for improvements.

Concept designs were developed over four priority precincts with a view to progress to detailed design and delivery of projects in line with available funding commitments.

The Waterfront Redevelopment has had \$10million committed by the State Government as part of its Plan for Peel. The aim of this project is to deliver an iconic Mandurah foreshore precinct that supports local tourism and local jobs.

Additional funding contributions to deliver the projects and continue the redevelopment of the City's waterfront spaces are also being sought.

The four precincts are:

- **Western Foreshore Recreation Precinct** – key proposals include:
 - Large scale play space including an adventure play area with elevated climbing structures, offering views of the waterways and a fully fenced area with a variety of play structures and nature play elements
 - Destination level Skate and Activity Space with separate skill zones and supporting recreation facilities and social spaces
 - Custom designed components, artworks and interpretive elements to celebrate our cultural heritage
 - New toilet facilities to replace the existing
 - Barbecues, picnic tables and seating, shelters
 - Parking – including pick-up/drop-off and bus bays

Council Adopted the Western Foreshore Recreation Precinct concept plans at its meeting on February 26, 2019.

- **Eastern Foreshore South Precinct** – key proposals include:
 - An enclosed swimming area in the location of historical 'Robert Day Memorial Pool' with circular floating jetty platform, terraced steps and ramp access to water.

- Upgraded jetty and boat parking facilities
- Ticketing outlet to facilitate water-based recreation and tourism opportunities
- Upgraded flexible grass and paved activity space connecting foreshore and City Centre

Council Adopted the Eastern Foreshore South Precinct concept plans at its meeting on February 26, 2019.

- **Eastern Foreshore North Boardwalk Precinct** – key proposals include:
 - Reconfiguring existing carpark to provide widened foreshore area and new access off Cooper Street roundabout
 - Widened paved promenade connecting the boardwalk precinct and Eastern Foreshore with additional shade trees and seating
 - Central activity area with grass, small stage, shade canopy and feature lighting
 - Expanded and enhanced alfresco dining areas adjacent to existing eateries
 - Activation spaces and water based tourist activity trading area

Council Adopted the Eastern Foreshore North Precinct concept plans at its meeting on February 26, 2019.

- **Smart Street Precinct** - The Smart Street working group (including representation from landowners, tenants and local residents) has guided the development of the Smart Street upgrade concept.

In order to create a more vibrant City Centre, three concept options were shared with the broader community in November 2018 along with the City Centre Waterfront proposals. Following this consultation, a final concept design for the upgrades has been prepared.

A complete infrastructure upgrade is proposed with the primary focus being to create an adaptable, pedestrian focused, activated street. The final upgrade design was adopted by Council at its meeting on April 30, 2019.

The City is working on a range of initiatives in conjunction with property owners and businesses to reenergise the economy, now and into the future, including:

- Encouraging a diverse, quality tenant mix with a focus on food and beverage outlets
- Activation programs including a busker/street performer program, markets and events
- Alfresco incentive programs

Waste to Energy project

In mid-2018, the City of Mandurah teamed up with five other councils under the collective name Rivers Regional Council to attract a new system to deal with the issue of what to do with the City's waste.

This issue became urgent due to a number of issues, including a State planning strategy that does not allow for any more landfills on the Swan Coastal Plain, and no new landfills for putrescible (likely to decay) waste are going to be approved at all.

The Waste to Energy project is a cost-effective and

clean waste recovery arrangement for the next 30 years. Construction of a state-of-the-art waste to energy facility started in Kwinana in late 2018, a project which is more than a decade in the making. Practical completion is due for 2021.

The plant will manage the waste recovery for 525,000 people or 27 percent of the Perth population.

Visit Mandurah

From July 1, 2019, the Mandurah and Peel Tourism Organisation (MAPTO) took over operations of the Mandurah Visitor Centre (MVC). MAPTO also changed its name to Visit Mandurah to clearly identify Mandurah as a destination.

The focus of the organisation continues to be governed by an independent board and will determine the tourism strategies for Mandurah.

The changes were made to lead to a better Visitor Centre experience for tourists and members alike, and so Visit Mandurah could better use the centre's assets to help boost tourism in the region.

The changes followed a 2017 Council Notice of Motion to devote the expertise and resources of MAPTO to focus on growing Mandurah's tourism sector, and MAPTO's physical relocation to the Mandurah Visitor Centre.



Economic: A prosperous community with a skilled workforce that has accessible education and employment opportunities

Objectives	Strategies	Status as at 30 June 2019
3.1 Increase level of regional employment	3.1.1 Develop and implement a Mandurah Murray Growth Plan with our regional partners	Joint economic development strategy 'Mandurah and Murray: a Shared Economic Future' was endorsed by Council in October 2018, with its Implementation Plan endorsed in November 2018. A Memorandum of Understanding between the two Councils was endorsed by Council in March 2019, and signed in April 2019. The strategy's projects are currently being rolled out.
	3.1.2 Engage, advocate and collaborate with regional partners to ensure the delivery of Transform Peel	One of the projects contained in 'Mandurah and Murray: a Shared Economic Future' is the Agri-Innovation Precinct, Peel Business Park. The City and Shire are collaboratively promoting the project to both Government and private sector investors. The Australian Government provided \$21.75 million to the project in October 2018 via the Regional Growth Fund.
	3.1.3 Advocate for and facilitate the technological infrastructure necessary for business growth and educational and training opportunities	City of Mandurah continues to support establishment of the Agri-Innovation Precinct, an agricultural innovation hub designed to create a highly skilled workforce in the fields of high-tech food production, value-added food processing, and research and development. The City is creating the Regional Waterways Data Array, a network of test stations and sensors that will drive a collection of big-data streams, providing real-time, location-specific data and monitoring.
	3.1.4 Ensure the land-use planning framework facilitates the development of high-quality commercial office and major retail developments within the Mandurah City Centre	The Central Mandurah Activity Centre Plan has been prepared and adopted by Council to provide direction and guidance for the development of the City Centre.
	3.1.5 Support local business growth and development	The City continued to sponsor the Peel Chamber of Commerce and Industry under the Peel CCI Business Membership Agreement. The sponsorship agreement provides subsidised membership of both the CCI WA and regional Chamber, giving Peel small businesses access to CCI WA's extensive business services, including employee relations and occupational health and safety (OH&S) services. The City also provided one-off business development funding to Peel CCI in 2018/19 financial year to help ensure the Chamber's financial sustainability and the growth of the business community. The City Centre's place vision is to reinvigorate the City Centre as a sociable, lovable place that showcases the best of Mandurah places, people and businesses. Over the last 12 months, the City has delivered 7 business partnership projects, with over 20 businesses which achieved; <ul style="list-style-type: none"> • Growing the offer of City Centre experiences with an additional 35 events • The City's partnership event expenditure of \$214k instigated a business investment of \$350k. • Total combined investment totalled \$564k, being 62% Business; 38% City • Established improved shared marketing and communication outcomes • Developing a greater trust based relationship between the business community and the City

Objectives	Strategies	Status as at 30 June 2019
3.1 Increase level of regional employment	3.1.6 Ensure council regulations and procurement activities support local economic growth where possible	Buy Local Procurement Policy endorsed by Council and implemented. Maximising employment opportunities by utilising the City's purchasing power was trialled.
3.2 Increase local education and training opportunities	3.2.1 Advocate to ensure improved education and training opportunities are provided in Mandurah	Continuation of apprenticeship and trainee programs within the organisation itself. Continued to lobby State Government on improving educational outcomes.
	3.2.2 Actively pursue partnerships in the delivery of educational and research and development programs	City of Mandurah continues to support establishment of the Agri-Innovation Precinct, which will deliver research and development partnerships between government, private and university sectors. City's Waterways Centre of Excellence project will provide a permanent centralised hub for water science research and related business activity, located in the Mandurah City Centre.
	3.2.3 Provide opportunities for the community to participate in lifelong learning	The City provides a comprehensive program that provides opportunities for lifelong learning, across a number of business units. Mandurah Libraries and Heritage Services delivered 1,153 learning programs across the year, with 588 in the 0-4 age group, 569 in the 5 – 12 age group, 448 for adults and 136 outreach and Intergenerational. Mandurah Libraries was recognised by Alzheimer's WA as being a Dementia Aware Library Service. The libraries and museum also partnered with scientist Richard Rennie, archaeologist Sue Carter, Astronomical Society of WA, 350 Perth, Switch Your Thinking, Australian Museum and National Science Week to deliver the STEAM Festival.
	3.2.4 Develop a creative and entrepreneurial community	The City's highly successful Entrepreneurial Capacity Building Program is now in its sixth year, having hosted more than 950 course participants, creating more than 80 new full-time jobs and 300 part-time jobs, and contributing more than \$8 million to Mandurah's economy.
3.3 Develop a strong and sustainable tourism industry	3.3.1 Continue to support and fund the Mandurah and Peel Tourism Organisation (MAPTO)	The City continued to fund and collaborate with the Mandurah and Peel Tourism Organisation to promote regional tourism. In July 2018, Council resolved to change MAPTO's funding arrangement, with its exclusive focus to be on the development of Mandurah's visitor economy. Prepared the Peel - National Disaster Resilience Project, working with MAPTO, DFES, LGs of the Peel Region and short term accommodation sector to raise emergency preparedness and awareness within the transient community.
	3.3.2 Ensure infrastructure is in place and maintained to support both domestic and international tourism	City's Peel-Yalgorup Wetlands Trails project aims to grow the region's tourism potential by developing a diverse range of environmentally sustainable tourism attractions. The project consists of two sub-projects; Yalgorup National Park, and the Peel-Harvey Estuary Trails. The project is due to commence in 2019/20.

Objectives	Strategies	Status as at 30 June 2019
3.3 Develop a strong and sustainable tourism industry	3.3.3 Promote Mandurah as a place to be, and facilitate the delivery of events that achieve positive local economic outcomes	<p>Council endorsed the City of Mandurah Events Strategy 2019-2023 during the 2018/19 financial year.</p> <p>The City delivered the 21st annual Crab Fest and a successful series of events including New Year's Eve, Children's Festival, Australia Day, Christmas Pageant, and Stretch Arts Festival Mandurah and Wearable Art Mandurah. The 2018/19 Crab Fest attracted 107,000 people to Mandurah with an Economic Impact of \$8.3m.</p> <p>The City strengthened its partnership with Sports Marketing Australia for the placement of a number of events in Mandurah during 2018/2019.</p> <p>26 external events were attracted and delivered during the year with a total audience of 34,935 and external economic impact of \$9.4m. The largest external event for 2018/2019 was the 17th Australasian Police and Emergency Services Games. Over the course of seven days, almost 3500 athletes and their supporters came to Mandurah from six countries to compete in over 50 sports. The AP&ES Games alone generated a \$6.1 million economic return for the region. This return was widespread amongst local hoteliers, accommodation providers, food and beverage vendors, tourism operators, equipment suppliers and local sporting clubs.</p>



Key Focus Area: Infrastructure

A place where the infrastructure matches the demands of a growing regional city.

Lakelands District Open Space project

The City completed the development of the ovals for the Lakelands District Open Space project. The overall project is set to provide sport and recreation facilities for sporting groups and the wider community from mid-2020. The \$7.9million venture sits over a 10-hectare site on the corner of Mandurah Road and Banksiadale Gate in Lakelands.

In early 2018, the City received a \$1.3m Community Sport and Recreation Facility Fund (CSRFF) grant towards the development of the three active reserves and the sports flood lighting.

The project will also deliver a shared sports facility including:

- District-level clubroom facilities including kitchen, meeting room, and function space, designed to be functional for many different community and social uses
- Toilets/changerooms
- Parking
- Activity zone and playground (subject to future funding)

Waste Management Centre moving floor

Mandurah became the first in Western Australia to implement moving floor technology at its Waste Management Centre. The centre was built in 1997 as the waste management hub for the City, receiving a diverse range of waste and recyclable materials each day.

A moving floor is a hydraulically driven floor conveyance system for moving large volumes of waste material automatically. After the waste is placed on the moving floor, which is made up of a series of metal planks, it is taken to a compactor and then loaded into specially designed trailers. The process eliminates the need to use front end loaders to push waste into the compaction system.

The City decided to investigate the new technology when the existing concrete pit was showing serious signs of deterioration and needed to be repaired or replaced. The new \$1.25m system enables the City's Waste Management Centre to manage existing waste streams more efficiently and safely, and also manage future waste volumes as the population increases.

The facility includes two moving floors, separating commercial and residential waste, which feed into one main area. A large metal deck is located at the end of

the residential moving floor to allow for the recovery of recyclable material including scrap metal, e-waste, cardboard and hazardous products.

Port Bouvard Surf Life Saving Club second storey

A second storey extension was added to the Port Bouvard Surf Lifesaving Club's clubhouse facilities, catering for the club's future growth and increased participation in surf lifesaving activities.

The \$2million addition to the Pyramids Beach facility includes a dedicated training room, kitchen facilities and ablutions. There is also a function room with balcony ocean views.

The original clubhouse was built in 2010, with provision made at the time for a second storey to be added in the future. City officers worked with the club to successfully project manage the extension.

Program to maintain and manage the City's built infrastructure

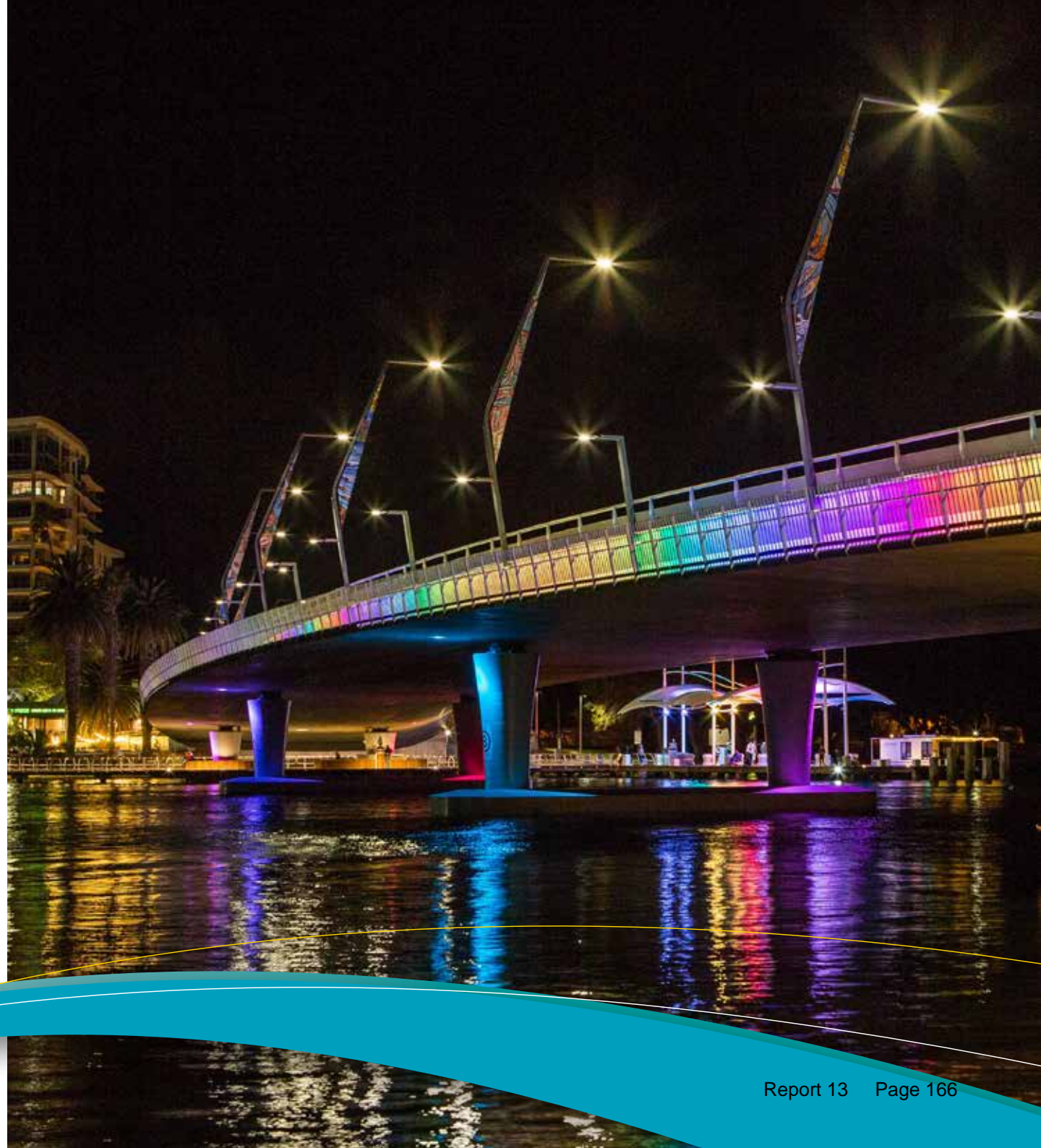
The City implemented an organisation-wide Asset Management Working Group to focus on asset management education, knowledge sharing and improvements.

A \$27.5million program was delivered to maintain and manage the City's built infrastructure for future generations. This included offices, community halls, recreation centres, public ablutions, libraries, bridges, roads, carparks and much more.

The City also delivered an \$18.8million program of capital works to create, refurbish and renew buildings, road and park assets and infrastructure to benefit the community.

As part of this, over 200 projects were delivered including:

- Blue Bay ablutions
- Civic Centre Tuckey Room
- Mandurah Seniors and Community Centre roof replacement
- Mandurah Foreshore boardwalk stage 3
- Mandurah Indoor Sports Centre roof replacement
- Peelwood Parade and Bortolo Reserve sports lighting upgrade
- Merlin Street Waste Water Reuse Scheme
- Eastern Foreshore path lighting
- Aldgate Street road link
- Dower Street upgrade
- Upgrades to Mandjar Squaree, Birchley Reserve, Falcon Bay Foreshore and Novara Foreshore



Infrastructure: A place where the infrastructure matches the demands of a growing regional City

Objectives	Strategies	Status as at 30 June 2019
4.1 Advocate for and facilitate the provision of infrastructure that matches the needs of a growing population	4.1.1 Ensure a strategy is in place for the delivery of social and recreational infrastructure	<p>The City has completed the development of the Lakelands District Open Space ovals, with procurement and construction of the club house and change room facilities expected in 2019/20.</p> <p>The upgrade of the Tuart Avenue shower facility, Mandurah Family and Community Centre, an accessible toilet at Halls Head Parade community facility and the Seniors Centre new hall extension were all completed in the 2018/19 financial year.</p> <p>The City undertook several facility upgrade projects including South Mandurah Football Club change rooms, Northport Reserve toilets as well as floodlighting upgrades at Bortolo and Peelwood reserves. These upgrades allow sport and community clubs to have greater access to facilities and options for increased usage.</p>
	4.1.2 Provide and activate localised places and spaces that encourage social interaction and activity	<p>Continued implementing public open space improvements and upgrades at Novara Foreshore and Falcon Bay.</p> <p>Commenced significant upgrade of Birchley Reserve, with a nature play theme, after considerable public consultation.</p>
	4.1.3 Ensure community and infrastructure assets are managed and maintained for future generations	<p>Continued focus on improvement plans stemming from the endorsed Asset Management Strategy.</p> <p>Implementation of an organisation wide Asset Management Working Group to look at Asset Management education, knowledge sharing and improvements.</p> <p>Delivered a \$ 27.5 million program to maintain and manage the City's built infrastructure, including offices, community halls, recreation centres, public ablutions, libraries, cultural precinct, pavilions, operations centres, bridges, leased buildings, street lighting, roads, carparks and parks facilities.</p> <p>Delivered an \$18.8 million program of capital works to create, refurbish and renew buildings, road and park assets and infrastructure for community benefits. Over 203 projects were delivered, including Dudley Park Bowling Club Roof replacement, Merlin Street Waste Water Reuse Scheme, Aldgate Street Road Link, Coodanup Drive Upgrade, Mandjar Square Upgrade, Birchley Reserve Upgrade, Falcon Bay Foreshore Upgrade, Novara Foreshore Upgrade, Westbury Way Reserve Upgrade, Falcon Bay Seawall, Mandurah Entrance Seawall Upgrade.</p>
	4.1.4 Ensure strategies are in place to provide for affordable and crisis housing in Mandurah	Council endorsed an approach to homelessness and street presence including the establishment of collaborative sector approach to advocate for increased housing.

Objectives	Strategies	Status as at 30 June 2019
4.2 Advocate for and facilitate the provision of an integrated movement network	4.2.1 Ensure that access to the Mandurah City Centre caters for all forms of transport	Cycle and Walkability Plans endorsed by Council. Integrated Transport Strategy Working Group established to review accessibility to the City Centre with alignment to town planning and land use changes.
	4.2.2 Plan and advocate for Mandurah's long-term traffic needs, including improved pedestrian and bicycle connections	Cycle and Walkability Plans endorsed by Council.
	4.2.3 Work with key partners to ensure transport options efficiently link people to jobs, services, recreational and sporting activities	Working with WA Department of Transport (DoT) on aligning their Long Term Cycle Network Plan for Perth and Peel with the City's adopted Cycle and Walkability Plans. Working with the Public Transport Authority (PTA) on implementing the Mandurah Train Station Access Strategy.

Key Focus Area: Identity

A regional community that is diverse yet inclusive, cosmopolitan yet relaxed, with a strong sense of belonging.

Lifelong learning and our artistic community

The City is passionate about offering learning, art and cultural opportunities to the community in a range of different ways. Throughout many of the City's facilities, a range of educational, cultural and artistic learning programs, workshops and exhibitions are held. Below is an example of just some of the ways the City supports and encourages lifelong learning to help people prosper and create constructive community engagement.

In 2018/19, Mandurah Libraries (including Lakelands Library, Mandurah Library and Falcon eLibrary) had 31,500 active members, and more than 445,000 items were borrowed. The libraries were visited more than 335,000 times for a range of programs and activities, or just to use the space or loan an item. The Libraries continued to offer a Home Library Service to community members who are housebound, with fortnightly deliveries of reading materials and resources. In 2018/19, Mandurah Libraries introduced new programs (in partnership with service providers) to meet the needs of those living with dementia; Memory Café and Reading and Reminiscing Club. This builds upon the success of the Reflecting with Art and Intergenerational programs.

Close to 1000 people took part in training through the Digital Hub, which provides digital literacy training to individuals and small groups.

Nine Writers in the Library events were held, in addition to a Readers and Writers Festival. These events give community members the opportunity to engage with local and national authors.

The Mandurah Community Museum lead heritage walks throughout the year and worked collaboratively with the Mandurah Historical Society to educate and engage the community in Mandurah's heritage. The Museum's Courtroom gallery was refurbished to showcase the story of Mandurah's European settlement and economic development. The Courtroom, originally built in 1964, now features displays, artefacts and oral histories about Mandurah's first settlers, the local fishing and canning industry, festivals, and crossings and farming.

The 2019 Wearable Art Mandurah Competition, which includes the Showcase and Exhibition events, was once again an impressive display of artistic and design flair for everyone to enjoy.

The annual Showcase event featured 43 finalists, which were a mix of beautiful, imaginative and even confronting garments, in a spectacular live performance accompanied by music, theatre and dance at the Mandurah Performing Arts Centre. More than 1500 people attended the Showcase events in June.

The 2019 competition received close to 100 entries from across Australia and overseas including New Zealand, America and Romania. Entries included

original creations reflecting the natural environment, social and world issues, folklore, myths and fairy tales. Capacity building workshops held in the lead up to the Competition provided many value-adding experiences.

Wearable Art Mandurah is regarded as Australia's premiere wearable art event for artists of all skill levels, ages and design forms.

The 2019 Showcase garments were featured in an exhibition at Contemporary Arts Spaces Mandurah in August and September, attracting close to 1200 people.

Contemporary Arts Spaces Mandurah (CASM) held 9 exhibitions and a number of events aimed at supporting the local arts community.

Embracing Mandurah as a multicultural community

A new Reconciliation Action Plan (RAP) Steering Committee was established, and a morning tea was held to engage Aboriginal community Elders and Leaders in the RAP process.

Some key achievements of the RAP during the reporting period were art wards, scholarships, traineeships, ongoing support for the Winjan Aboriginal Corporation, and celebrations including NAIDOC Week, Gnoonie Cup and Reconciliation Week.

The City continued to promote Mandurah as a dual-language (English and Indigenous) location, and in 2018/19 a number of parks were dual named including Coodanup Foreshore Reserve, George Robinson Gardens and Henry Sutton Reserve. Aboriginal heritage site Winjan Place was given an official Aboriginal name (Yaburgurt Kaaleepga) to reflect its cultural significance.

The City is also involved in other ways to embrace Mandurah's identity as a multicultural community, including programs at many facilities that are accessible to all ages and abilities, and are culturally supportive and appropriate. This includes Harmony Week events and the Young Yorgas program. The Clontarf Academy was supported by the City to continue to deliver Aboriginal youth development and pathways programs at Coodanup College.

Citizenship ceremonies

The City welcomed 570 new Australian citizens throughout the year at six citizenship ceremonies.

There are two significant days for Australian Citizenship. On Australia Day 2019, 86 new citizens from 16 different countries took the pledge. On Australian Citizenship Day – September 17, 2018 - 87 new citizens from 19 different countries made the pledge.



Identity: Mandurah is recognised as the Waterfront Capital of the Peel Region

Strategy	Strategic Initiative	Comment
5.1 Encourage active community participation and engagement	5.1.1 Build on the community's strong sense of pride and purpose	The City commenced a formal review of its Community Development section. A new model for community development is proposed that shifts focus and resources towards place based capacity building. The final review will be complete by August 2019 with implementation from September 2019 – June 2020.
	5.1.2 Identify, engage and promote community champions and high achievers as mentors within the community	The City delivered and partnered with agencies on a range of programs that address community champions and mentors. These include programs via BDYC (including Thrive women's program, young yorga's and Saturdaze), via scholarships which promote Mandurah's education future leaders and events such as Junior Council, Youth Leadership Group and the ATAR awards.
	5.1.3 Leverage arts, heritage and culture to build a cohesive community	<p>Planning is underway for the inaugural Mandurah Arts Festival to be held in November 2019. Wearable Art Mandurah events were held including two showcase events, a gallery exhibition and a meet the designer evening. CASM facilitated numerous workshops and exhibitions with a focus on developing and supporting local artists.</p> <p>The Writers in the Library program provides the opportunity for community members to engage with local and national authors, on their books, their writing methods and style. Mandurah Libraries delivered nine Writers in the Library events in addition to the Readers and Writers Festival.</p> <p>Mandurah Libraries maintain 93 Book Club Collections which are utilised by 26 Book Clubs within the community.</p> <p>Mandurah Museum lead heritage walks and work collaboratively with Mandurah Historical Society to engage the community in the City's heritage.</p>
	5.1.4 Provide programs that embrace diversity	<p>The City undertakes social planning to identify the broad social needs of community and facilitates programs and services to address these needs. Strategic planning workshops were conducted with the community service organisations who service families with children 0 – 8 to strengthen program coordination and identify gaps. As a result additional numeracy and literacy programs were introduced by the City's Library team to the Lakelands Library and Community Centre. The City continued to deliver the Community Grants program which aims to build capacity of community groups and increase community participation. The Clontarf Academy was supported by the City to continue to deliver Aboriginal youth development and pathways program at Coodanup College. The City delivers programs through its youth and recreation centres, libraries, museum and seniors centre that are accessible to all ages and all abilities, and are culturally supportive and appropriate. An example is the Socially Inclusive Communities WA club mentoring and capacity building project delivered in May 2019.</p> <p>Events delivered by Libraries and Museum are Auslan interpreted and Dementia Aware.</p> <p>To ensure that the whole community can access City of Mandurah events, a number of initiatives have been implemented including accessible shuttle buses (Crab Fest), Sensory Rest Stops (quiet zones) at major events, AUSLAN interpreters on stage, event footprint design to ensure accessibility to all areas, accessible temporary toilets and parents room, 'pick up/drop off zones' for families with prams, wheelchairs and other accessibility aids.</p>

Strategy	Strategic Initiative	Comment
5.1 Encourage active community participation and engagement	5.1.5 Ensure the City's procurement practices are inclusive	Buy Local Procurement Policy endorsed by council and implemented.
5.2 Embrace Mandurah's identity as a multicultural community	5.2.1 Implement and review the Reconciliation Action Plan 2018-2020	A new Reconciliation Action Plan (RAP) Steering Committee was established. A morning tea was held to engage Aboriginal community Elders and Leaders in the RAP process. Key achievements for the RAP have been; art awards, scholarships, traineeships, celebrations (NAIDOC, Gnoonie Cup, Reconciliation Week) and ongoing support for Winjan Aboriginal Corporation.
	5.2.2 Ensure the City's planning and service provision embrace and encourage Mandurah's culturally and linguistically diverse community	The City delivers programs through its youth and recreation centres, libraries, museum and seniors centre that are accessible to all ages and all abilities, and are culturally supportive and appropriate. The City's Youth team delivered a youth event during Harmony week to celebrate multiculturalism and create awareness about the benefits and strengths of culturally diverse community. English Conversation Classes are held at all three Mandurah Libraries to assist CALD community members navigate the complexities of English and its application to everyday life. Mandurah Libraries maintain a comprehensive collection of CALD resources that reflects the community.
	5.2.3 Continue to promote Mandurah as a dual-language (English and Indigenous) location	A number of parks were dual named including Coodanup Foreshore Reserve, George Robinson Gardens and Henry Sutton Reserve. Aboriginal Heritage registered site Winjan Place was given an official Aboriginal name, Yaburgurt Kaaleepga, to reflect its cultural significance. Dual language reflected in local parks, nature play elements, signage and seating.
	5.2.4 Celebrate and promote our natural, Indigenous and European history	Developed Young Yorga's program specifically for young Aboriginal women. Cultural Awareness training delivered onsite at the City's Recreation Centre. Encouraged and supported community to deliver their own NAIDOC week events in partnership with Bindjareb NAIDOC committee. First community-led Reconciliation Week event supported Refurbished the Courtroom Gallery at the Mandurah Museum to reflect the history of Mandurah's first settlers, the local fishing and canning industry, festivals, and crossings and farming through displays, artefacts and oral histories.
5.3 Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision	5.3.1 Continue to work with regional stakeholders on issues of regional significance	The City plays an active role on the Peel Regional Leaders Forum to drive/address issues of significance.
	5.3.2 Promote and advocate for formal recognition of Mandurah's regional city status	The City is currently developing an advocacy framework which will include Council's position on a number of important issues including Regional City status.

Strategy	Strategic Initiative	Comment
5.3 Promote Mandurah's identity as a unique regional city, based on its waterways, history and future vision	5.3.3 Advocate for restoration of the regional service delivery model to Mandurah and the Peel region	Police services have been restored in Mandurah. The City is now in discussions with the police in terms of an increased presence in the City Centre.
	5.3.4 Review the City's brand to ensure it is consistent with the aims and aspirations of the community	The City is in the process of reviewing its brand, and it is expected the final review will be completed at the end of next financial year. The review was undertaken in line with the community visioning project (Mandurah Matters) undertaken by the City during the second half of the 2018/19 financial year, to ensure the aspirations of the community are included.
5.4 Become known as a city and destination for events, arts, heritage and culture	5.4.1 Ensure strategies and programs are in place that enhance the City's arts, heritage and culture	<p>The City has conducted a review of the Arts program with the following major findings:</p> <p>Mandurah has important cultural assets in the Mandurah Performing Arts Centre (ManPAC) and Contemporary Art Spaces Mandurah (CASM) that provide excellent spaces for community engagement.</p> <ul style="list-style-type: none"> • Wearable Art Mandurah, and its showcase, is a unique local initiative • The current direct service delivery model is effective • The local arts, heritage and culture 'ecosystem' is vibrant • The budget requires realignment to more accurately reflect current/ future resourcing requirements <p>The key recommendations from this review are that:</p> <ul style="list-style-type: none"> • Council makes a commitment to promoting Mandurah as a cultural city • Wearable Art Mandurah is embedded in the community to increase accessibility and engagement in a staged process through 2019 and 2020. • The Stretch Arts Festival Mandurah becomes a longer calendar of initiatives with a focus on October/ November under the 'Stretch Arts Season' banner.
	5.4.2 Continue to promote the development of local arts, culture, heritage, music and creative activity	Local creative activity is promoted through community art exhibitions held in Mandurah Libraries and Museum, engaging local artists to facilitate Reflecting with Art Outreach, and delivering the Local Creatives workshop series. In 2018 the Friends of the Museum published its latest book - Remembering Them: Men of the Mandurah District who served in World War One.



Key Focus Area: Organisational Excellence

An organisation that leads, serves and provides for its community.

Digital improvement

The City continues to explore ways in which it can take advantage of the potential offered by the very rapid changes and advancements in technology. The principal developments during the reporting period were:

- The commencement of a two-year project to replace the City's core enterprise system to a modern, cloud-based product. This system provides the following advantages:
 1. The ability to develop online business communications with the community,
 2. Better integration of the City's data so that enquiries can be dealt with faster,
 3. Further development of mobility solutions which will improve productivity for a large part of the workforce, and
 4. Seamless transactions to reduce manual processing and allow a greater focus on the development of analytics which help measure and improve the performance of the organisation.
- The continued development of new approaches to analysing data to provide better information to business unit managers. Examples of this are:
 1. The deployment of sensors to monitor estuarine water levels and better inform the management of mosquitos,
 2. The placement of sensors to measure usage of certain facilities such as ablution blocks,
 3. A test program aimed at obtaining continuous data regarding the water quality in the Peel-Harvey Estuary.

Customer Service Strategy

One of the City's key strategic goals is to provide its community, ratepayers and stakeholders with efficient, responsive and accessible customer service.

The Customer Service Strategy 2017-2020 has a number of key initiatives aimed at improving the quality and access to services. This includes resolving the majority of customer service enquiries at the first point of contact and continued development of electronic solutions to improve the volume of services offered electronically.

Key achievements for 2018/19 include:

- The contact centre maintained a first point of contact resolution rate of 82% for all incoming calls
- Customer satisfaction rating consistently above 90%
- 80% of Customer Request Management (CRMs) are actioned within defined delivery times
- Community Perceptions Survey – received a score of 67 against industry standard of 61
- Increased use of digital channels for community engagement
- Widening use of social media channels
- Continued development of a mobile enabled website and workforce

Occupational Health and Safety

The City is now operating under its second 3 Year Strategic OSH Plan. In 2018/19 we continued to focus on improving/reviewing our occupational health and safety systems and culture. The strategic plan supports the overarching OSH/Risk Strategy of ensuring the City effectively identifies, manages and mitigates its corporate risks while embedding a safety culture.

Some of the 2018/19 OSH highlights included:

- In June, close to 450 employees completed an Employee Engagement Survey. The survey was designed to measure our employee's attitude at work, how they think, feel and act towards helping the City meet its goals. Out of the 18 response topics, safety scored the highest favourable result with 88%
- OSH Key Performance Lead and Lag Indicators have been developed for all positions within the City
- There was a 23% reduction of incidents involving injuries and the number of reported incidents had slightly increased from the previous year
- The Local Government Insurance Services (LGIS) Safety Audit resulted in a 72% score, which was above the target of 70% set in the 3 Year Strategic OSH Plan

Financial Management

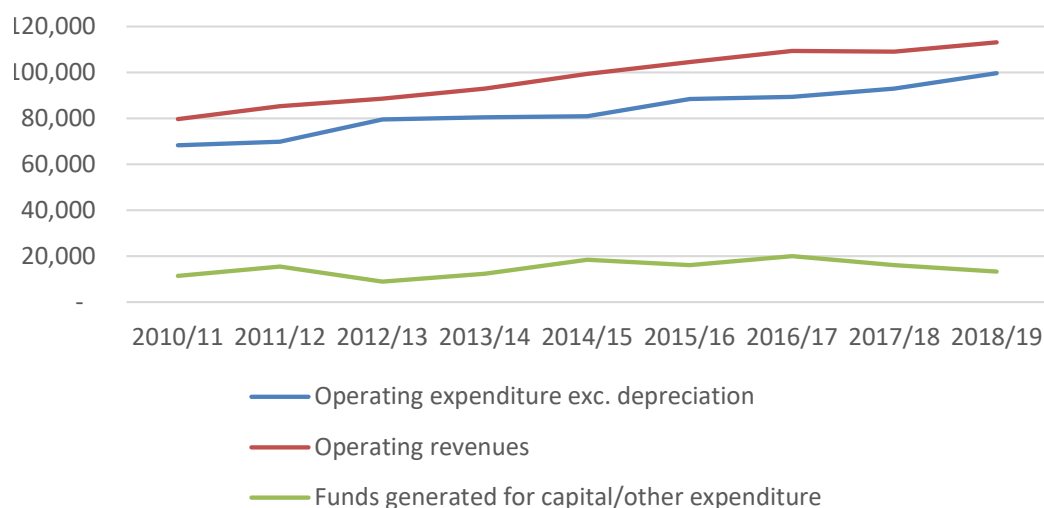
The City's balance sheet shows a strong financial position. Debt levels, and the ability to service that debt, which has improved significantly, sit well within guideline levels. Coupled with sound liquidity, the City is a financially stable organisation. Regular reports to Council on the City's financial performance demonstrate a good level of budgetary control. The City continues to receive unmodified audit reports. Regular discussions are held with the Audit and Risk Committee, which oversees the critical areas of finance and risk.

In considering its longer term financial future, the City has identified the imbalances which exist in meeting the demand for new community assets, such as sports grounds and public open space and the need to properly maintain existing assets some of which, particularly buildings, are ageing rapidly.

Future planning must also take into account the need to maintain reasonable levels of rates increases, while recognising the needs of the community, in relation to their capacity to pay. This area is coming under pressure from the growing number of rate exemptions particularly from affordable housing providers and not-for-profit organisations providing lifestyle units for retirees.

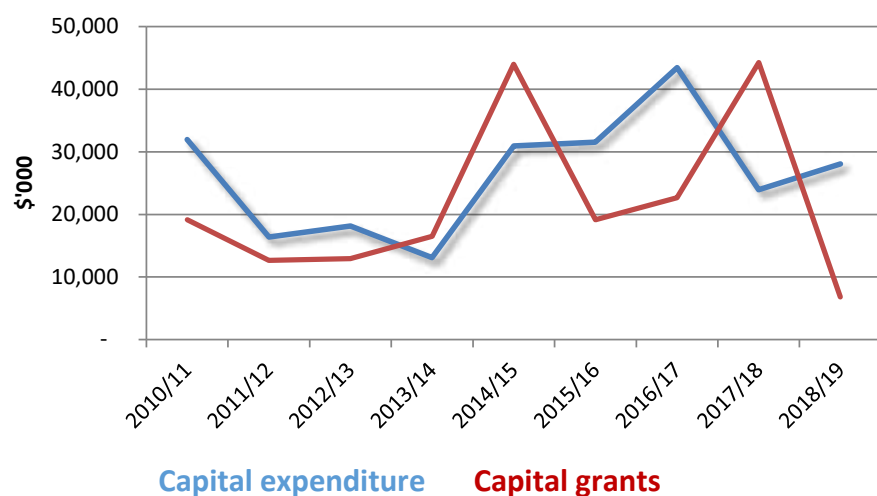
The City is developing a long term financial plan. This plan, which is to be reviewed at least annually not only identifies future capital priorities and how they may be funded, but is also a useful tool in informing debate and decision-making.

Operating Revenues and Expenditure



The key element in understanding the City's financial performance is to view its operations, excluding capital expenditure, over time. The City's operating position reflects the revenues earned from rates and other income, such as fees and charges, and the expenses incurred in providing a wide range of services such as libraries, roads, building and parks maintenance, and environmental and ranger services. The difference between revenues and expenditure represents the funds generated for capital expenditure and other items such as debt servicing. The surplus is a critical element in the funding of community infrastructure. For some time, the City has had a target of increasing these funds so that additional community investment can be made.

Capital Expenditure

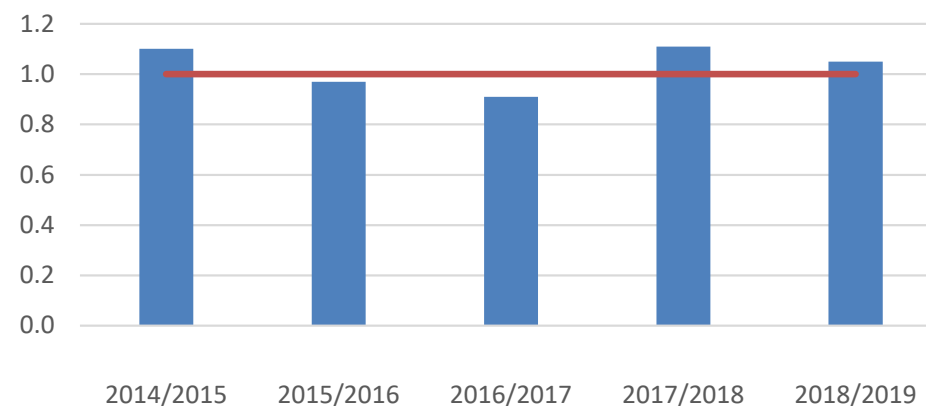


Year on year capital expenditure is highly variable because, apart from funding available from its operating activities, the City is also dependent on grant revenue to carry out its major projects.

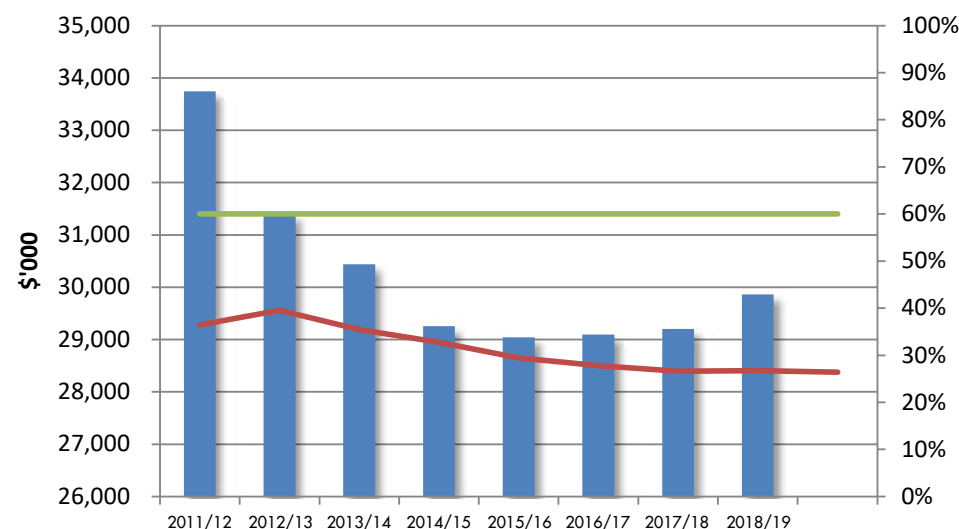
Liquidity

Liquidity is an important issue for any organisation. It measures the ability of an enterprise to settle all of its liabilities, which are due over the next 12 months, at the same time. The benchmark measure of 1 indicates the fact that an organisation can settle its liabilities. In the City's case, its results indicate a healthy cash position but the ratio is not so high as to give rise to concerns about excess funds being held.

Liquidity

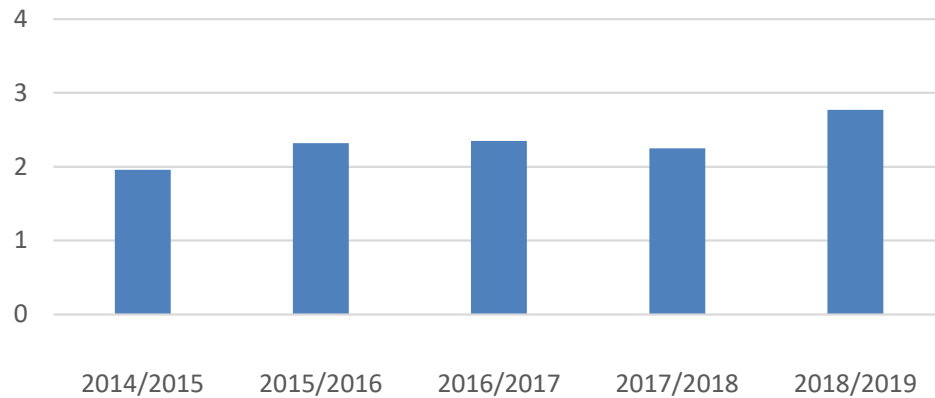


Outstanding Debt



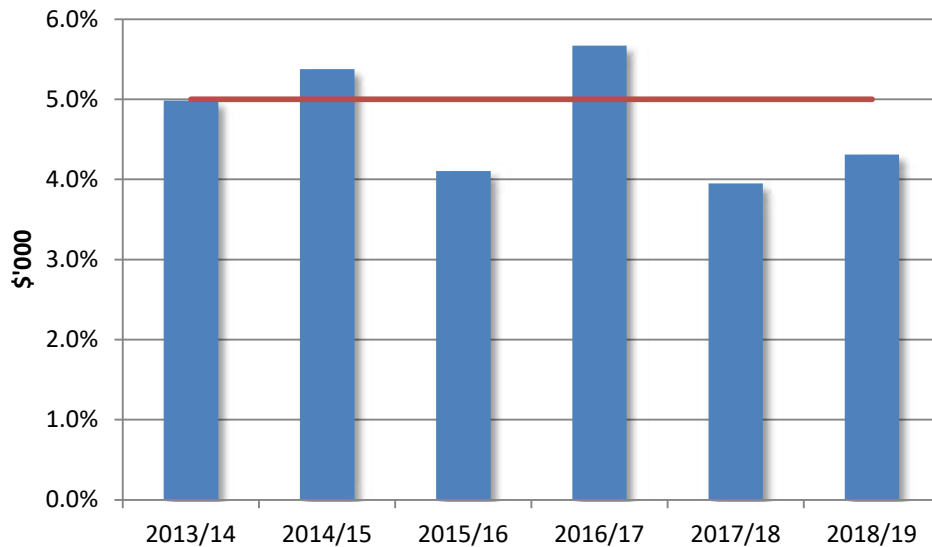
The City utilises borrowings as part of its funding plan for capital expenditure. Overall debt levels are monitored to ensure they stay within acceptable parameters. The generally accepted benchmark for debt levels is that outstanding debt should represent no more than 60% of revenues.

Debt Service Cover



The ability to repay debt, as opposed to the amount of debt, is measured by the debt service cover ratio. This ratio assesses how many times annual principal and interest payments could be paid after operating revenues and expenditure are taken into account.

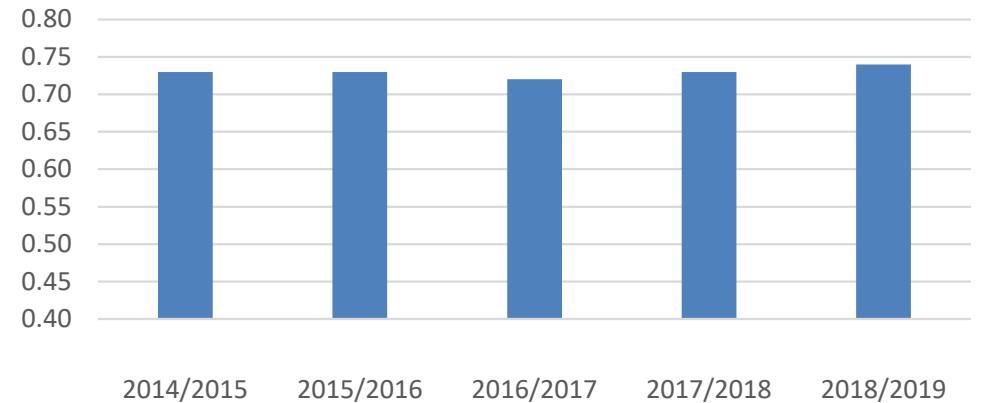
Outstanding Rates %



Cash management is an all-important issue for local government. The primary source of revenue, the City's property rates, is monitored closely to ensure that payment is maximised. In order to achieve this the City has a range of payment options available to help match the needs of the community in being able to pay and the requirements of its cash flow.

The City manages a wide range of infrastructure assets such as roads, bridges, parks and reserves, jetties and buildings. Ensuring that these assets remain in a condition so that they may be enjoyed by the community is a priority. Although asset management is a complex issue, the overall measure of the City's asset condition is positive.

Asset Consumption



Information Management

Record Keeping Plan

The City is committed to the management of records in accordance with legislative requirements and best practice standards.

The City's Record Keeping Plan was approved by State Records on 24 October 2017, in accordance with section 28 of the State Records Act 2000.

The plan will next be reviewed and submitted by 24 October 2022.

Record Keeping Systems, Training and Awareness

The City implemented SharePoint and Record Point in May 2016 as its mandated primary record keeping system.

This system integrates with the City's Core zEnterprise System. All record keeping procedures are reviewed annually or as required.

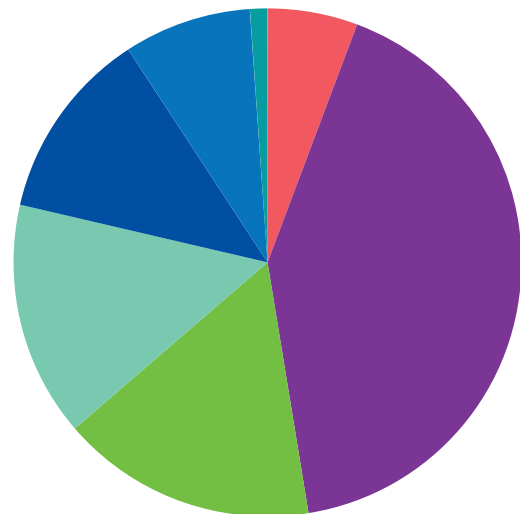
The City continues to provide the following training and awareness support to staff:

- Compulsory online record keeping awareness, focussing on obligations under the State Records Act 2000

- Record keeping system training on induction and refresher sessions
- Broadcasting weekly record keeping tips
- Provision of a wide range of training material

Asset Management

Asset Management: 2018/2019 Gross Replacement Value of Infrastructure Assets by Category (\$ Millions)



■	Bridges \$71.93
■	Roads, footpaths, kerbs and seals \$522.70
■	Parks \$203.98
■	Drainage \$187.76
■	Buildings \$152.01
■	Coastal and estuary \$101.73
■	Work in progress \$13.94
Total \$1.254 Billion	

Asset Management Strategy

The City's Strategy Committee approved an Asset Management Strategy in 2018 to provide a clear

direction for the City's management of infrastructure assets. The asset management strategy provides a financial overview on the various infrastructure assets under the City's jurisdiction and a review on systems/resources supporting the management of the assets.

The Improvement Plan actions identified in the Asset Management Strategy will guide the activities of the asset management team in prioritising and resourcing to ensure infrastructure assets in the City's asset portfolio are managed according to community and projected demands.

Asset Management in Practice

The City's asset management activities include:

- A three yearly cycle of condition inspections of all infrastructure assets
- Collecting information on assets and maintaining asset registers in a centralised database system
- Updating asset registers for assets created under capital works or maintenance programs
- Updating asset registers for assets created in subdivision developments such as new roads, parks, waterways and drainage systems
- Mapping asset locations and providing information to the organisation to help service the community more effectively
- Completing annual valuations for financial and legislative reporting
- Preparing forward programs for the renewal of assets that are rated as poor or very poor condition

These activities comply with national standards, in particular the Institute of Public Works Engineering Australasia's, International Infrastructure Management

Manual and the NAMS.Plus system. Guided by these standards, the City is working on a goal of reaching an intermediate level in asset management maturity by 2020.

Growth and Demand

The City's infrastructure assets have now exceeded \$1.0 billion in value. As the City expands from new subdivisions and with an increasing population, the assets coming into the care of the City also increase. The increase in assets leads to an increase in resources and costs required to manage the assets efficiently. The growth and demand projections are currently estimated using best practice methods highlighted in the IPWEA asset management manual.

Awards and recognition

The City is proud to be recognised for achievements in various fields and acknowledges the benefits these projects bring to the Mandurah community.

Awards received during 2018/2019 included:

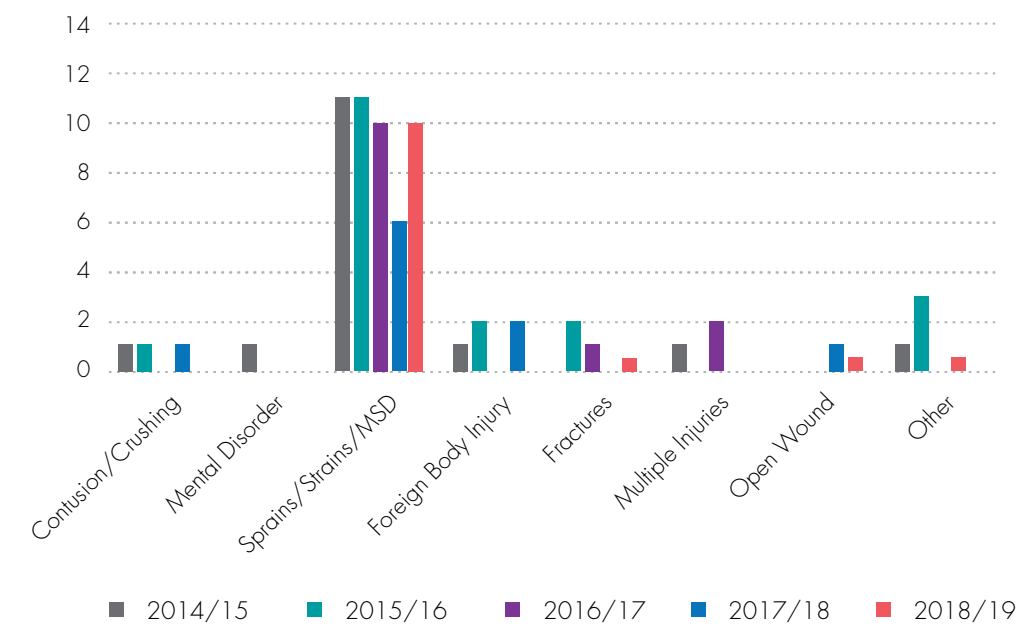
- Australasian Police and Emergency Services Games received a WA Parks and Leisure Australia award for Major Event of the Year
- Awarded Most Accessible Regional City in WA by Western Australian Local Government Association (WALGA)
- Received an Injury Prevention Award at the Public Health Advocacy Institute of WA – 2018 Children's Environment and Health Local Government Policy Awards
- Mandurah Bridge awarded the Engineers Australia's Engineering Excellence Award (WA Division)

- Mandurah named Top Tourism Town 2018
- Mandurah Crab Fest won Gold Award at the WA Tourism Awards for the third year in a row
- City of Mandurah re-endorsed as a Gold level Waterwise Council under the Waterwise council program

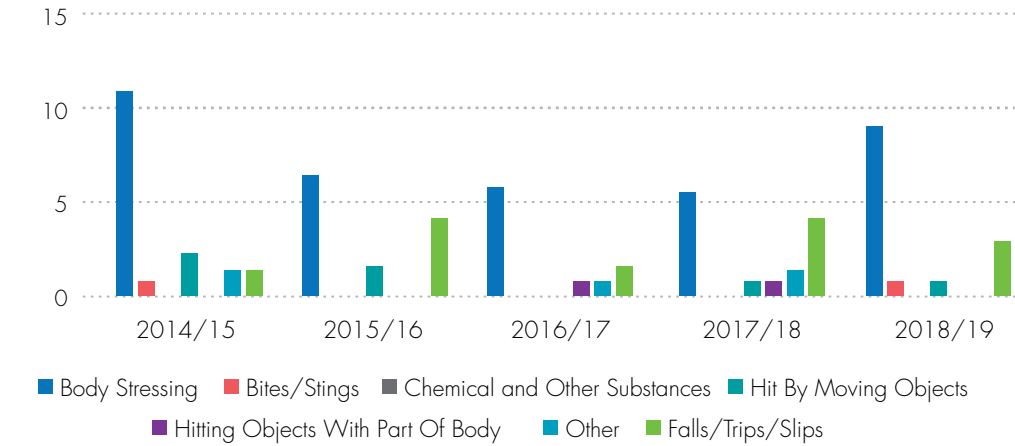
Risk Management

The City’s Risk Management Policy (POL-RKM 01) commits to a risk management framework in accordance with the requirements of the International Standard ISO 31000:2018 risk management guidelines. The City uses Promapp Risk and Compliance Module, a cloud based risk management process to record risk action plans, existing controls in place and agreed risk treatment actions including timelines, to manage the mitigation of the City’s corporate risk register. Promapp generates reports which are utilised to support updates to Council’s Audit and Risk Committee. Future enhancements will allow operational and project risks to be managed using Promapp.

Nature of lost time injuries - last five years

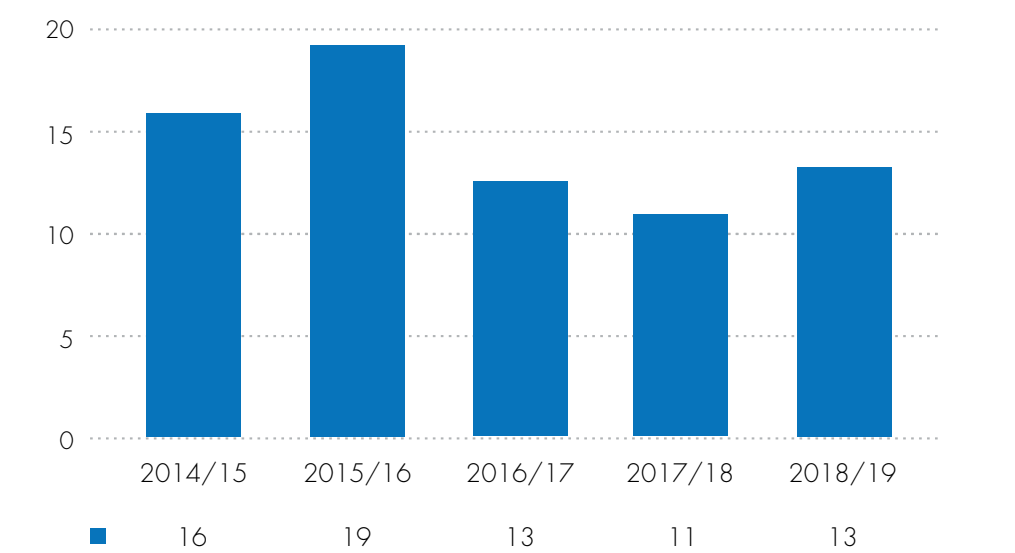


Cause of lost time injuries - last five years



Body stressing caused 63% of all serious injuries. The majority of body stressing claims involved moving plant or equipment. Falls, slips and trips have accounted for 32% of all serious injuries over the last 5 years.

Lost time injuries - last five years



Organisational Excellence: An organisation that leads, serves and provides for its community

Objectives	Strategies	Status as at 30 June 2019
6.1 Demonstrate regional leadership and advocacy	6.1.1 Build strong leadership capabilities within Council	Talent Strategy rolled out to Coordinator level and succession plans in place for key executive roles as a first step in implementing the Talent Strategy.
	6.1.2 Work collaboratively with Peel councils and other stakeholders to achieve sustainable regional growth	As part of its active role in the Peel Regional Leaders Forum (PRLF) the City helped develop a regional advocacy platform, outlining local and regional priorities.
	6.1.3 Advocate on behalf of the community	Advocacy undertaken broadly with State Government seeking improved outcomes in Education, Law & Order, Domestic Violence, Multiculturalism, Aboriginal Affairs, Youth outcomes and homelessness and housing.
6.2 Listen to and engage with our community	6.2.1 Have a community that actively engages with the City and its decision-making	Finalisation of the Community Development review and approaches, moving to a place based model, which is increasing the connection with community members across Mandurah leading to a citizen led, asset based approach.
	6.2.2 Communicate with our community and partners in mediums that suit their needs	Continued to communicate with the community and partners in multiple mediums depending on audience and topics. This included print, digital including social media, newsletters and web. The City's social media audiences continued to grow.
6.3 Ensure the City has the capacity and capability to deliver appropriate services and facilities	6.3.1 Develop and deliver appropriate services and associated quality of service to serve the needs of the community	Mandurah Libraries and Museum engage with the community through events, programs and activities across a number of platforms including Culture Counts post event surveys, feedback forms and verbal and written communication. This feedback has been used to develop and prototype new programs in collaboration with community and service providers. These programs include Home School Workshops, Sewing Club and Sensory Play.
	6.3.2 Use technology to support transformation within Council and proactively address community needs	A new Enterprise Resource Planning solution will be in place for implementation in 2020. This will cover core enterprise systems including Finance, Human Resources, Payroll and assets in the first phase.
	6.3.3 Embrace sustainable asset management practices for managing the built environment	The Assets module of the new Enterprise Resource Planning solution will set a platform for future practices. An Asset Management Working Group has been established, with cross-functional representation from asset custodians and users, in order to educate and facilitate constant improvement in sustainable asset management practices.
6.4 Deliver excellent governance and financial management	6.4.1 Continually improve business practices to remove barriers and ensure quality matches the needs of the community	The new Enterprise Resource Planning solution will be a starting point for improvement of many core business practices.

Objectives	Strategies	Status as at 30 June 2019
6.4 Deliver excellent governance and financial management	6.4.2 Meet all governance standards and legislative requirements	Continued to meet and comply with statutory obligations. Ongoing review of local laws, policies, procedures, delegations of authority and authorised officers to reduce red tape and meet the needs of the community and the organisation. Reviewed Delegations of Authority. A desktop review of the authorised officers schedule was also undertaken. A full review to be undertaken in 2019/20 financial year. Code of conduct, social media and IT training continued to be delivered to all staff.
	6.4.3 Ensure long term sustainability through good financial practices, resource planning, land use planning, sound business planning and management	Continued to review the corporate business plan, and prioritise capital projects in a long term capital Plan. The Local Planning Strategy sets out the long term land use showing a focus on consolidated growth in and around the City Centre. Continued to review asset management ratings and standards to ensure facilities provided to the community are of the highest standard.
	6.4.4 Ensure community accountability through transparent and accessible reporting	The 2017/2018 Annual Report was released in early 2019. The Annual Report reports progress against the objectives of the City's current corporate business plan.
	6.4.5 Manage the organisation's risk	The City of Mandurah is committed to the principles of risk assessment as established in Australian Standards. Risks have been identified and risk action plans put in place. Reports on the City's risk profile and corporate risk action plans reported to the City's Audit and Risk Committee. Commenced the establishment of Procurement, Contracts, Conflicts of Interest, Complaints, Intellectual Property and Fraud and Corruption Prevention frameworks. To be implemented in 2019/20 financial year as part of the City's Policy Plan for 2019/20.
6.5 Build and retain a skilled, motivated and healthy workforce	6.5.1 Develop a flexible, capable and engaged workforce that meets the changing needs of the community	The Talent Strategy work in 2018/19 has identified talent and successors for future advancement. Work on culture and engagement is resulting in improved service quality.
	6.5.2 Build strong leadership capabilities within the City of Mandurah	Our succession plans have been developed, and rotational opportunities are building knowledge and capability.

Objectives	Strategies	Status as at 30 June 2019
6.5 Build and retain a skilled, motivated and healthy workforce	6.5.3 Provide a safe working environment by implementing an Occupational Safety and Health Plan	<p>A new 3 year Occupational Safety and Health (OSH) Plan has commenced. The Employee Engagement Survey in June 2019 shows 88% of staff have a very positive awareness of safety at the City of Mandurah.</p> <p>The City has engaged a new Employee Assistance Program (EAP) provider with a better local presence. OSH Action Plans are now in place for all Managers.</p>
	6.5.4 Develop a shared focus on accountability and performance	<p>The City's service delivery is based on the Strategic Community Plan and accountabilities are cascaded from top management down to other levels of staff, aligned to the objectives and strategies set out in the Plan.</p> <p>Quarterly reporting of accountabilities is in place and annual reporting to the community takes place via the annual report.</p>



Service Performance



1,817,780

Household refuse bins collected



822,279

Household recycling bins collected



2,401

Building applications approved



35,000

Native seedlings planted at community tree planting events

Connecting with our community

Number of customer service counter visits **41,439**

Telephone calls to customer service **69,226**

Calls resolved at first point of contact (contact centre) **82.36%**

Calls answered within 20 seconds **71.93%**

Items borrowed from Mandurah libraries **445,852**

New library members **4,760**

Active library members **31,474**

Number of digital hub training participants **963**

Library visits **335,041**

eBook, eAudio and eMagazine issues **51,677**

Mandurah Seniors and Community Centre members **1,996**

Tonnes of household waste collected (tonnes) **28,832**

Tonnes of household recyclables collected (tonnes) **8,559**

Tonnes of green waste collected over two verge collections (tonnes) **2,431**

Connecting with our community

Tonnes of junk collected in one junk verge collection **1,460 tonnes (plus 431 tonnes of scrap metal)**

Waste collected from street and park bins (tonnes) **1,403**

Reported dog wanders **2,358**

Reported dog attacks **316**

Number of burials **57**

Ashes niche placements **47**

Private swimming pool and spa inspections **2,056**

Food premise inspections **1,223**

Water sample collections (swimming beaches) **117**

Water sample collections (public swimming pools) **876**

Seniors and Community Centre Visits **100,775**

Recreation centre visits **974,024**

Recreation centre health and fitness members **3,478**

Swim school enrolments **4,685**

Kidsport applications processed **1,382**

Service Performance

Five Year Summary

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Post transaction customer satisfaction	84.6%	90%	89%	92%	94%
First point of contact resolution rate	66.4%	69.0%	73.54%	81.64%	82.36%
Speed of answer % within 20 seconds	77.7%	75.4%	71.61%	71.64%	71.93%
FOI valid applications received and completed	9	5	4	3	3
Development applications % processed within statutory time frame	91	96	99.5	98	95
Subdivisions applications % processed within statutory time frame	99	100	98	96	98
Building licences % processed within statutory time frame	100%	100%	100%	100%	100%

Year on Year Growth

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019
Number of library visits	353,916 -3.1%	336,029 -5.1%	308,808 +8.1%	355,464 +15.1%	335,041 -5.7%
Number of annual visitations to the MARC	298,532 -49.0%	687,853 +130.4%	852,576 +23.9%	874,592 +2.6%	877,166 0.3%
Number of annual visitations to the HHCRC	114,653 +1.9%	126,018 +9.9%	120,784 -4.2%	99,302 -17.8%	96,858 -2.5%
Number of Mandurah Seniors and Community Centre (formerly Ac-cent Mandurah) members (Membership year ends 30 Sep)	N/A	1,958	2,080 +6.2%	2,074	1,996 +1.2%

Image Credits

Cover:	<i>Mandurah Ocean Marina, 2019, City of Mandurah</i>	Page 37:	<i>Winter Wonderland, 2018, City of Mandurah</i>
Page 2:	<i>Mandurah Crab Fest, 2019, Stephen Heath</i>	Page 41:	<i>Eastern Foreshore, 2019, City of Mandurah</i>
Page 3:	<i>A Taste of Crab Fest, 2019, Dan Wilkins</i>	Page 45:	<i>Dwellingup Mountain Bike Trails, City of Mandurah</i>
Page 5:	<i>Stretch Festival, 2017, Travis Hayto</i>	Page 47:	<i>Mandurah Bridge Celebration Picnic, 2018, City of Mandurah</i>
Page 6:	<i>Mandjar Square, 2019, City of Mandurah</i>	Page 51:	<i>Australia Day on Eastern Foreshore, 2019, City of Mandurah</i>
Page 13:	<i>Western Foreshore, 2019, City of Mandurah</i>	Page 55:	<i>Wearable Art Showcase, 2018, Tony Tropiano</i>
Page 19:	<i>Mandurah Bridge Opening Celebration, 2018, City of Mandurah</i>	Page 65:	<i>Perth Airport Tourism Awards, 2018, City of Mandurah</i>
Page 25:	<i>City of Mandurah Staff Tree Planting Day, 2018, City of Mandurah</i>	Page 66:	<i>Winter Wonderland, 2018, City of Mandurah</i>
Page 29:	<i>Mandurah Matters, 2018, City of Mandurah</i>	Page 68-69:	<i>Lido Beach, 2018, City of Mandurah</i>
Page 31:	<i>Mandurah Crab Fest, 2019, Dan Wilkins</i>		



City of Mandurah Financial Statements

2018-2019



CITY OF MANDURAH
FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

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The City of Mandurah is a body corporate pursuant to the Local Government Act 1995 (as amended) section 2.5. It is incorporated and domiciled in Australia. The City's principal place of business is 3 Peel Street, Mandurah Western Australia.

Independent Auditor's Report to the to the Rate Payers of the City of Mandurah

Opinion

We have audited the financial report of City of Mandurah (the "City") which comprises the statement of financial position as at 30 June 2019, the statement of comprehensive income by program, the statement of comprehensive income by nature or type, the statement of changes in equity, the statement of cash flows and the rate setting statement for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and other explanatory information.

In our opinion, the accompanying financial report:

- (i) is based on proper accounts and records; and
- (ii) presents fairly, in all material respects, the City's financial position as at 30 June 2019 and of its financial performance and its cash flows for the year then ended in accordance with the requirements of the Local Government Act 1995 Part 6 (the "Act") and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards.

Basis for Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report. We are independent of the City in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of the Chief Executive Officer and the Council for the Financial Report

The Chief Executive Officer of the City is responsible for the preparation of the financial report in accordance with the requirements of the Local Government Act 1995 Part 6 and, to the extent that they are not inconsistent with the Act, Australian Accounting Standards, and for such internal control as the Chief Executive Officer determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Chief Executive Officer is responsible for assessing the ability of the City to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the State Government either intends to liquidate the City or to cease operations, or has no realistic alternative but to do so.

The Council of the City is responsible for overseeing the financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Chief Executive Officer.
- Conclude on the appropriateness of the Chief Executive Officer's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the City's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the City to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with the Chief Executive Officer and the Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

In accordance with the Local Government (Audit) Regulations 1996, we report that:

- We did not become aware of any material matters that indicate significant adverse trends in the financial position or the financial management practices of the local government, other than the City's Operating Surplus Ratio which has been below the Department of Local Government, Sport and Cultural Industries (DLGSCI) standard for the past 3 years.
- We did not become aware of any instance where the Council did not materially comply with the requirements of Part 6 of the Local Government Act 1995 and Local Government (Financial Management) Regulations 1996 as they apply to financial statements.
- All required information and explanations were obtained by us.
- All procedures were satisfactorily completed.
- In our opinion, the asset consumption ratio and the asset renewal funding ratio included in the financial report were supportable by verifiable information and reasonable assumptions.

The logo for Deloitte Touche Tohmatsu, featuring the company name in a stylized, cursive blue font.

DELOITTE TOUCHE TOHMATSU

A handwritten signature in blue ink, appearing to read 'N. Menezes'.

Nicole Menezes

Partner

Chartered Accountants

Perth, 11 December 2019

CITY OF MANDURAH
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the City of Mandurah for the financial year ended 30 June 2019 is based on proper accounts and records to present fairly the financial position of the City of Mandurah at 30 June 2019 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the *11* day of *December* 2019



Mark Newman
Chief Executive Officer

CITY OF MANDURAH
STATEMENT OF COMPREHENSIVE INCOME BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
Revenue				
General Purpose Funding		84,119	81,873	80,317
Governance		26	50	5
Law, Order, Public Safety		987	797	867
Health		317	325	319
Education and Welfare		511	851	592
Community Amenities		14,508	13,809	13,961
Recreation and Culture		7,271	9,714	7,483
Transport		2,904	448	2,917
Economic Services		1,790	2,105	2,040
Other Property and Services		413	345	603
		<u>112,846</u>	<u>110,317</u>	<u>109,104</u>
Expenses				
General Purpose Funding		(3,576)	(2,048)	(2,379)
Governance		(6,389)	(6,491)	(6,397)
Law, Order, Public Safety		(3,817)	(3,443)	(3,731)
Health		(1,951)	(1,998)	(1,950)
Education and Welfare		(4,254)	(4,463)	(3,852)
Community Amenities		(17,159)	(18,115)	(16,932)
Recreation and Culture		(46,828)	(52,776)	(45,442)
Transport		(29,374)	(20,162)	(27,776)
Economic Services		(6,541)	(7,075)	(5,893)
Other Property and Services		(10,870)	(10,046)	(9,587)
		<u>(130,759)</u>	<u>(126,617)</u>	<u>(123,939)</u>
Profit / (Loss) on Asset Disposal				
General Purpose Funding		-	-	-
Governance		-	-	-
Law, Order, Public Safety		(1)	-	-
Education and Welfare		(2)	-	-
Health		(1,280)	-	-
Community Amenities		(1,012)	-	-
Recreation and Culture		-	-	(1,854)
Transport		-	-	(1,064)
Economic Services		-	-	-
Other Property and Services		(162)	109	(166)
		<u>(2,457)</u>	<u>109</u>	<u>(3,084)</u>
Sub total		(20,370)	(16,191)	(17,919)
Non Operating Grants, Subsidies and Contributions				
General Purpose Funding		-	-	25
Law, Order, Public Safety		-	335	155
Education and Welfare		149	150	287
Community Amenities		-	-	25
Recreation and Culture		4,165	4,968	4,178
Transport		2,489	2,361	39,574
Other Property and Services		-	52	32
		<u>6,803</u>	<u>7,866</u>	<u>44,276</u>
NET RESULT FOR THE YEAR		<u>(13,567)</u>	<u>(8,325)</u>	<u>26,357</u>
Other Comprehensive Income				
<i>Items that will not be reclassified subsequently to profit or loss:</i>				
Change in asset revaluation surplus	26	2,534	-	77,149
Total Other Comprehensive Income for the year		<u>2,534</u>	<u>-</u>	<u>77,149</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u>(11,033)</u>	<u>(8,325)</u>	<u>103,506</u>

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
STATEMENT OF COMPREHENSIVE INCOME BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2019

		2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
Revenue				
Rates	21	78,487	77,774	74,780
Operating grants, subsidies and contributions		5,747	3,852	6,020
Fees and charges	17	25,847	26,431	25,567
Interest earnings	3	2,198	2,155	2,064
Other revenue		566	105	671
		<u>112,846</u>	<u>110,317</u>	<u>109,102</u>
Expenses				
Employee costs		(44,932)	(43,503)	(43,881)
Materials and contracts		(44,637)	(45,883)	(42,447)
Utility charges		(4,009)	(3,445)	(4,046)
Depreciation on non-current assets	14	(33,708)	(31,317)	(30,583)
Interest expenses	3, 25(b)	(1,710)	(1,281)	(1,266)
Insurance expenses		(857)	(1,012)	(781)
Other expenses		(906)	(176)	(533)
		<u>(130,759)</u>	<u>(126,617)</u>	<u>(123,537)</u>
Sub-total		(17,913)	(16,300)	(14,435)
Non Operating Grants, Subsidies and Contributions		6,803	7,866	44,276
Assets Ceded to the Crown		-	-	(401)
Profit/(Loss) on Disposal of Assets		(2,457)	109	(3,084)
NET RESULT FOR THE YEAR		<u>(13,567)</u>	<u>(8,325)</u>	<u>26,356</u>
Other Comprehensive Income				
<i>Items that will not be reclassified subsequently to profit or loss:</i>				
Change in asset revaluation surplus	26	<u>2,534</u>	-	<u>77,149</u>
Total Other Comprehensive Income for the year		<u>2,534</u>	-	<u>77,149</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u>(11,033)</u>	<u>(8,325)</u>	<u>103,505</u>

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2019

	NOTE	2018/19 ACTUAL \$'000	2017/18 ACTUAL \$'000
CURRENT ASSETS			
Cash and cash equivalents	5	45,553	49,081
Trade and other receivables	6(a)	7,304	6,945
Other financial assets	7	95	-
Loans and other receivables		-	91
Inventories	8	327	307
TOTAL CURRENT ASSETS		53,279	56,424
NON CURRENT ASSETS			
Trade and other receivables	6(b)	1,374	1,294
Other financial assets	7	418	-
Loans and other receivables		-	497
Property plant and equipment	12, 13	262,536	260,583
Infrastructure	12, 13	767,357	775,648
TOTAL NON-CURRENT ASSETS		1,031,685	1,038,022
TOTAL ASSETS		1,084,964	1,094,446
CURRENT LIABILITIES			
Trade and other payables	9	9,026	9,367
Provisions	10	8,715	8,130
Borrowings	11, 25(b)	4,961	4,841
TOTAL CURRENT LIABILITIES		22,702	22,338
NON CURRENT LIABILITIES			
Provisions	10	1,068	911
Borrowings	11, 25(b)	24,904	24,364
Other financial liabilities		490	-
TOTAL NON-CURRENT LIABILITIES		26,462	25,275
TOTAL LIABILITIES		49,164	47,613
NET ASSETS		1,035,800	1,046,833
EQUITY			
Accumulated surplus		276,818	291,721
Reserves - Asset Revaluation	26	727,391	724,857
Reserves - Cash Backed	27	31,591	30,255
TOTAL EQUITY		1,035,800	1,046,833

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	Accumulated surplus \$'000	Reserves - cash backed \$'000	Reserves - asset revaluation \$'000	Total \$'000
Balance as at 1 July 2017		264,748	30,871	647,708	943,327
Gain on revaluation of non-current assets	26	-	-	77,149	77,149
Other comprehensive income for the year		-	-	77,149	77,149
Net result for the year		26,357	-	-	26,357
Total comprehensive income for the year		26,357	-	77,149	103,506
Transfer to accumulated surplus from cash backed reserves		616	(616)	-	-
Balance as at 30 June 2018		291,721	30,255	724,857	1,046,833
Gain on revaluation of non-current assets	26	-	-	2,534	2,534
Other comprehensive income for the year		-	-	2,534	2,534
Net result for the year		(13,567)	-	-	(13,567)
Total comprehensive income for the year		(13,567)	-	2,534	(11,033)
Transfer from accumulated surplus to cash backed reserves		(1,336)	1,336	-	-
Balance as at 30 June 2019		<u>276,818</u>	<u>31,591</u>	<u>727,391</u>	<u>1,035,800</u>

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
Revenue				
General Purpose Funding		5,632	4,099	5,536
Governance		26	50	5
Law, Order, Public Safety		987	797	867
Health		317	325	319
Education and Welfare		511	851	592
Community Amenities		14,508	13,809	13,960
Recreation and Culture		7,271	9,714	7,483
Transport		2,904	448	2,917
Economic Services		1,790	2,105	2,040
Other Property and Services		697	345	674
		34,643	32,543	34,393
Expenses				
General Purpose Funding		(3,576)	(2,048)	(2,379)
Governance		(6,389)	(6,491)	(6,397)
Law, Order, Public Safety		(3,817)	(3,443)	(3,731)
Health		(1,951)	(1,998)	(1,950)
Education and Welfare		(4,254)	(4,463)	(3,852)
Community Amenities		(17,161)	(18,115)	(16,932)
Recreation and Culture		(48,108)	(52,776)	(47,296)
Transport		(30,385)	(20,162)	(28,841)
Economic Services		(6,541)	(7,075)	(5,893)
Other Property and Services		(11,321)	(10,046)	(9,875)
		(133,502)	(126,617)	(127,146)
Other Inflows				
Capital grants and contributions		6,803	7,866	44,276
Proceeds from disposal of assets	15	2,235	1,600	1,969
Reserves utilised	27	14,904	8,859	9,220
Loans utilised		9,486	9,558	4,466
Contributions - community loans		94	170	1,245
		33,522	28,053	61,176
Capital Works Program				
Development of land for resale		-	-	-
Land and buildings		(5,318)	(7,277)	(3,736)
Furniture and fittings		(354)	(407)	(515)
Plant and machinery		(3,529)	(4,012)	(2,304)
Infrastructure assets - roads, drainage & bridges		(10,708)	(12,061)	(12,366)
Infrastructure assets - recreation infrastructure		(6,912)	(12,457)	(3,387)
Infrastructure assets - marina		-	(233)	-
Infrastructure assets - coastal & estuary		(1,136)	(2,449)	(1,217)
Infrastructure assets - other		(119)	(680)	(430)
		(28,076)	(39,576)	(23,955)
Other Outflows				
Repayment of loan debt	25(b)	(4,737)	(5,052)	(6,655)
Transfers to reserves	27	(16,240)	(4,100)	(8,604)
Loans to community and sporting bodies		(19)	-	(40)
		(20,997)	(9,152)	(15,299)
Non Cash Items				
Donated assets	4	(1,613)	-	(35,695)
Loss on sale of assets	15	2,457	(109)	3,084
Write back of depreciation	14	33,708	31,317	30,584
Net fair value on other financial assets		490	-	-
Deferred Pensioner Rebate		1,374	-	-
Long Service Leave now in Reserves		435	-	-
		36,851	31,208	(2,027)
Add: Surplus brought forward		6,815	5,266	4,581
Less: Surplus carried forward		7,744	(500)	6,815
Amount Required from Rates		(78,487)	(77,774)	(74,780)

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2019

	NOTE	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
Cash flows from operating activities				
Receipts				
Rates		77,681	77,774	75,691
Operating grants, subsidies and contributions		5,777	3,852	6,490
Fees and charges		25,816	26,431	26,261
Interest received		2,928	2,155	1,380
Other revenue		283	105	720
Goods and services tax received		6,979	6,000	6,457
Movement in bonds & deposits		17	-	-
		<u>119,481</u>	<u>116,317</u>	<u>117,000</u>
Payments				
Employee costs		(45,252)	(43,503)	(44,372)
Materials and contracts		(42,362)	(44,883)	(42,336)
Utility charges		(4,142)	(3,445)	(3,868)
Interest expenses paid		(1,889)	(1,281)	(1,257)
Insurance		(852)	(1,012)	(787)
Other expenses		(339)	(176)	(395)
Goods and services tax paid		(7,180)	(6,000)	(6,404)
Movement in bonds & deposits		-		(95)
Movement in funds held		(337)	-	(98)
		<u>(102,353)</u>	<u>(100,300)</u>	<u>(99,612)</u>
Net cash inflows from operating activities	19(b)	<u>17,128</u>	<u>16,017</u>	<u>17,388</u>
Cash flows from investing activities				
Receipts				
Non-operating grants, subsidies and contributions		5,204	7,826	8,527
Disposal of property, plant and equipment		2,235	1,600	2,048
Payments				
Purchase and construction of assets		(28,829)	(39,076)	(24,105)
Net cash outflows from investing activities		<u>(21,390)</u>	<u>(29,650)</u>	<u>(13,530)</u>
Cash flows from financing activities				
Proceeds from borrowings		5,397	4,950	6,765
Repayment of borrowings		(4,737)	(5,052)	(6,655)
Loans to community & sports bodies		(20)	-	(40)
Proceeds from community loan repayments		94	270	1,267
Net cash inflows from financing activities		<u>734</u>	<u>168</u>	<u>1,337</u>
Net (decrease)/increase in cash and cash equivalents held		(3,528)	(13,465)	5,195
Cash and cash equivalents at beginning of the year		49,081	45,250	43,887
Cash and cash equivalents at end of the year	5, 19(a)	<u>45,553</u>	<u>31,785</u>	<u>49,081</u>

This statement should be read in conjunction with the accompanying notes.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies

Statement of compliance

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the Local Government Act 1995 and accompanying regulations.

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

(a) Basis of preparation

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

(b) The local government reporting entity

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

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

(c) Critical accounting judgements and key sources of estimation uncertainty

In the application of the City's accounting policies, the council is required to make judgements, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgements. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Refer to note 38 for details of the key estimates.

(d) Comparatives

Where applicable, prior year comparative figures have been adjusted to reflect changes in presentation for the current year.

(e) Rounding of figures

All figures shown in this annual report, other than a rate in the dollar, are rounded to thousands of dollars.

(f) Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

(g) Financial Assets

Trade receivables

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 1.

Previous accounting policy: Impairment of trade receivables

In the prior year, the impairment of trade receivables was assessed based on the incurred loss model. Individual receivables which were known to be uncollectible were written off by reducing the carrying amount directly. The other receivables were assessed collectively to determine whether there was objective evidence that an impairment had been incurred but not yet identified. For these receivables the estimated impairment losses were recognised in a separate provision for impairment.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies (continued)

(g) Financial Assets

Classification and subsequent measurement

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cash flows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

Other financial assets at amortised cost

The City classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cash flows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at fair value through profit and loss

The City classifies the following financial assets at fair value through profit and loss:

- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the City has not elected to recognise fair value gains and losses through other comprehensive income.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 35.

Previous accounting policy: available for sale financial assets

Available-for-sale financial assets were non-derivative financial assets that were either not suitable to be classified as other categories of financial assets due to their nature, or they are designated as such by management. They comprise investments in the equity of other entities where there is neither a fixed maturity nor fixed or determinable payments.

Previous accounting policy: Loans and receivables

Non-derivative financial assets with fixed or determinable payments that were not quoted in an active market and are solely payments of principal and interest were classified as loans and receivables and are subsequently measured at amortised cost, using the effective interest rate method.

Impairment of financial assets

Financial assets, other than those at fair value through profit or loss, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that as a result of one or more events that occurred after the initial recognition of the financial asset the estimated future cash flows of the investment have been impacted.

For financial assets carried at amortised cost, the amount of the impairment is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the original effective interest rate.

The carrying amount of financial assets including uncollectible trade receivables is reduced by the impairment loss through the use of an allowance account. Subsequent recoveries of amounts previously written off are credited against the allowance account. Changes in the carrying amount of the allowance account are recognised in profit or loss.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies (continued)

Derecognition of financial assets

The City derecognises a financial asset only when the contractual rights to the cash flows from the asset expire, or it transfers the financial asset and substantially all the risks and rewards of ownership of the asset to another entity. If the City neither transfers nor retains substantially all the risks and rewards of ownership and continues to control the transferred asset, the City recognises its retained interest in the asset and an associated liability for amounts it may have to pay. If the City retains substantially all the risks and rewards of ownership of a transferred financial asset, the City continues to recognise the financial asset and also recognises a collateralised borrowing for the proceeds received.

(h) Inventories

Inventories are measured at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

(i) Rates, grants, donations and other contributions

Rates, grants, donations and other contributions are recognised as revenues when the City obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates. Control over granted assets is normally obtained upon their receipt or upon prior notification that a grant has been secured, and the timing of commencement of control depends upon the arrangements that exist between the grantor and the City.

Contributions over which the City has control but which had not yet been received at the reporting date are accrued and recognised as receivables.

Where grants and contributions recognised as revenues during the reporting period were obtained on the condition that they be expended in a particular manner or used over a particular period, and those conditions were undischarged as at the reporting date, the nature of and amounts pertaining to those undischarged conditions are disclosed in Note 20.

(j) Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance). Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

(k) Property, plant, equipment and infrastructure

Fixed Assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

All assets are initially recognised at cost where the fair value of the asset at date of acquisition is equal to or above \$5,000. All assets are subsequently revalued in accordance with the mandatory measurement framework.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of fixed assets is determined at least every three years and no more than five years in accordance with the regulatory framework. At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with Local Government (Financial Management) Regulation 17A (2) which requires property, plant and equipment to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Land under control

In accordance with Local Government (Financial Management) Regulation 16(a)(ii), (by 30 June 2013), Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or Regional significance. Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land in accordance with the other policies detailed in this Note.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies (continued)

Land under roads

In Western Australia, all land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008. This accords with the treatment available in Australian Accounting Standard AASB 1051 Land Under Roads and the fact Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, Local Government (Financial Management) Regulation 16(a)(i) prohibits local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of AASB 1051, Local Government (Financial Management) Regulation 4(2) provides, in the event of such an inconsistency, the Local Government (Financial Management) Regulations prevail.

Consequently, any land under roads acquired on or after 1 July 2008 is not included as an asset of the City.

(l) Depreciation

Items of property, plant equipment and infrastructure, excluding freehold land, are depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets. Depreciation is recognised on a straight-line basis, using rates which are reviewed at the end of each annual reporting period as follows:

<u>Classification</u>	<u>Years</u>	
Buildings	40 - 60	
Plant and major equipment	5	
Mobile plant (according to type)	5-15	
Computer equipment	3	
Furniture and equipment	10	
Tools	5	
Footpaths/cycleway	20 - 40	dependent on material type
Roads	25 - 100	for individual components
Drainage	80	
Parks	5 - 100	for individual components
Bridges	60 - 100	dependent on material type
Coastal & estuary groynes, boat ramps	20 - 50	for individual components

The financial effect in future periods of the reassessment of estimated useful lives of various infrastructure assets is not disclosed as it is considered impracticable to estimate that effect.

(m) Impairment of assets

At each reporting date, the City reviews the carrying amount of its assets to determine whether there is indication of impairment loss. If any such prescribed indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the loss.

Recoverable amount is the higher of fair value less costs to sell and value in use. As the future economic benefits of City assets are not primarily dependent on the assets' ability to generate net cash inflow and the City would, if deprived of the asset(s), replace its remaining future economic benefits, value in use is the depreciated replacement cost of the asset(s).

If the recoverable amount of an asset is estimated to be less than the carrying amount, the carrying amount is reduced to its recoverable amount. An impairment loss is recognised immediately in profit and loss unless the relevant asset is carried at fair value, in which case the loss is treated as a revaluation decrease.

When an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised amount of its recoverable amount, but only to the extent of any previous impairment loss recognised in prior years. A reversal of an impairment is recognised immediately in profit and loss unless the asset is carried at fair value, in which case the reversal of the impairment loss is treated as a revaluation increase.

(n) Financial liabilities

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

Other financial liabilities

Financial liabilities are recognised at fair value when the City becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost using the effective interest method, with interest expense recognised on an effective yield basis. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

The City's derivative financial assets are measured at fair value through profit and loss.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies (continued)

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

(o) Employee benefits

Short-term employee benefits

Provision is made for the City's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The City's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The City's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the City does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the City has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

(p) Superannuation

The City contributes to the Local Government Superannuation Plan on the basis of a \$1 for every \$1 contributed to the fund by employees, to a maximum of 4% of the employee's salary. The City also contributes to employee nominated superannuation funds an amount calculated at 9.5% of the employee's gross salary and wages (Superannuation Guarantee Contributions). All contributions made by the City during the reporting period are shown as an expense. No liability for accumulated benefits has been recognised in these financial statements.

(q) Leases of assets

All City leases are classified as operating leases.

City as lessor

Rental income from operating leases is recognised on a straight line basis over the term of the relevant lease. However, contingent rentals arising under operating leases are recognised as income in a manner consistent with the basis on which they are determined.

Initial indirect costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight line basis over the lease term.

City as lessee

Operating lease payments are recognised as an expense on a straight line basis over the lease term, except where another systematic basis is more representative of the time pattern in which the economic benefits of the leased assets are consumed. Contingent rentals arising under operating leases are recognised as an expense in the period in which they are incurred.

(r) Good and Services Tax

Revenues, expenses and assets are recognised net of the amount of goods and services tax (GST), except

- i. where the amount of GST incurred is not recoverable from the Australian Tax Office, it is recognised as part of the cost of acquisition of an asset or as part of an item of expense;
- or
- ii. for receivables and payables which are recognised inclusive of GST.

The net amount of GST recoverable from, or payable to, the Australian Tax Office is included as part of receivables or payables.

Cash flows are included in the cash flow statement on a gross basis. The GST components of cash flows arising from investing and financing activities which are recoverable from, or payable to, the Australian Tax Office are classified within operating cash flows.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

1. Significant accounting policies (continued)

(s) Adoption of new and revised accounting standards
AASB 9 Financial instruments

AASB 9 *Financial Instruments* replaces AASB 139 *Financial Instruments: Recognition and Measurement* for annual reporting periods beginning on or after 1 January 2018, bringing together all three aspects of the accounting for financial instruments: classification and measurement; impairment; and hedge accounting.

The City applied AASB 9 prospectively, with an initial application date of 1 July 2018. The adoption of AASB 9 has resulted in changes in accounting policies and adjustments to the amounts recognised in the financial statements. In accordance with AASB 9.7.2.15, the City has not restated the comparative information which continues to be reported under AASB 139. Differences arising from adoption have been recognised directly in accumulated surplus/(deficit).

There were no adjustments as a result of adoption of AASB 9.

Classification and measurement

Under AASB 9, financial assets are subsequently measured at amortised cost, fair value through other comprehensive income (fair value through OCI) or fair value through profit or loss (fair value through P/L). The classification is based on two criteria: the City's business model for managing the assets; and whether the assets' contractual cash flows represent 'solely payments of principal and interest' on the principal amount outstanding.

The assessment of the City's business model was made as of the date of initial application, 1 July 2018. The assessment of whether contractual cash flows on financial assets are solely comprised of principal and interest was made based on the facts and circumstances as at the initial recognition of the assets.

The classification and measurement requirements of AASB 9 did not have a significant impact on the City. The following are the changes in the classification of the City's financial assets:

- Trade receivables and Loans and advances (i.e. Other debtors) classified as Loans and receivables as at 30 June 2018 are held to collect contractual cash flows and give rise to cash flows representing solely payments of principal and interest. These are classified and measured as Financial assets at amortised cost beginning 1 July 2018.

The City did not designate any financial assets as at fair value through profit and loss.

In summary, upon the adoption of AASB 9, the City had the following required (or elected) reclassifications as at 1 July 2018:

		AASB 9 category	Fair value	Fair value
		amortised	through	through
	AASB 139 value	cost	OCI	P/L
AASB 139 category	\$	\$	\$	\$
Loans and receivables				
Trade receivables*	1,309	1,309	-	-
Loans and advances	91	91	-	-
	1,400	1,400	-	-

Impairment

The adoption of AASB 9 has fundamentally changed the City's accounting for impairment losses for financial assets by replacing AASB 139's incurred loss approach with a forward-looking expected credit loss (ECL) approach. AASB 9 requires the City to recognise an allowance for ECLs for all financial assets not held at fair value through P/L. Upon adoption of AASB 9, the City did not recognise any additional impairment on the City's receivable balances.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

2. Statement of Objectives and Program Description

City of Mandurah Mission Statement:

Create a vibrant and sustainable community, maximising opportunities through innovation and partnership.

The City of Mandurah is dedicated to providing high quality services to the community through various service orientated programs that it has established:

GENERAL PURPOSE FUNDING

Rates, general purpose government grants and interest revenue.

GOVERNANCE

Management of elected members of council, corporate management and policy making.

LAW, ORDER AND PUBLIC SAFETY

Supervision of various local laws, animal control, fire prevention and emergency services.

HEALTH

Supervision of local laws, food control, mosquito control and environmental health protection.

EDUCATION AND WELFARE

Operation of Senior Citizen's Centre, youth centre and services, assistance to various community groups and voluntary services.

COMMUNITY AMENITIES

Rubbish collection services, recycling services, operation of transfer station, cemetery services, administration of town planning schemes, climate change and protection of the environment.

RECREATION AND CULTURE

Maintenance of halls, parks, playgrounds, sports grounds, recreation centres, marina, various reserves and beaches, operation of the libraries and other cultural facilities.

TRANSPORT

Construction and maintenance of roads, drainage, works, footpaths, parking facilities and traffic signs. Maintenance of bus shelters and cleaning of streets.

ECONOMIC SERVICES

Economic development, marketing & tourism promotion, operation of visitors centres and marina chalets, implementation of building and development controls.

OTHER PROPERTY AND SERVICES

Public works overheads, administration overheads, plant operations, private works,

In order to discharge its responsibilities to the community, the City of Mandurah has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the City's Mission Statement, and for each of its broad activities/programs.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

3. Revenue and expenses

The net result for the year includes:

	2018/19 Actual \$'000	2017/18 Actual \$'000
(i) Charged as expense:		
Auditors' remuneration		
- Audit or review of the financial report	109	97
The auditor of the City of Mandurah is Deloitte Touche Tohmatsu.		
Bad and doubtful debts written off	801	500
Operating leases	1,612	1,442
Depreciation of non-current assets	33,708	30,583
Interest expenses and other borrowing charges		
General Purpose	121	202
Health	-	30
Community Amenities	44	29
Recreation & Culture	792	454
Transport	552	385
Economic Services	-	1
Other Property and Services	201	165
Total	<u>1,710</u>	<u>1,266</u>
(ii) Credited as revenue:		
Interest earnings		
Investments		
- Reserve funds	511	863
- Other funds	968	1,128
Other interest revenue (see note 23)	719	73
	<u>2,198</u>	<u>2,064</u>

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

4. Significant non cash revenue

Non cash contributions are recognised in the Statement of Comprehensive Income operating revenue section to bring to account infrastructure assets and land acquired from developers and community groups. The value of non cash contributions is detailed below.

	2018/19 Actual \$'000	2017/18 Actual \$'000
Land	-	-
Buildings	310	-
Furniture and Equipment	-	-
Infrastructure assets:		
- Roads and footpaths	76	1,294
- Drainage	-	612
- Bridges	-	33,781
- Recreation, parks	1,227	8
- Coastal and waterways	-	-
Total	<u>1,613</u>	<u>35,695</u>

5. Cash and cash equivalents

Cash comprises cash on hand and demand deposits. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash. Cash and cash equivalents at the end of the reporting period is as follows:

Reconciliation of cash and cash equivalents	2018/19 Actual \$'000	2017/18 Actual \$'000
Cash at bank	15,159	6,915
Investments at call	259	277
Fixed term investments	30,135	41,889
Total	<u>45,553</u>	<u>49,081</u>

	2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
Restricted	37,483	31,194	38,924
Unrestricted	8,070	591	10,157
Total	<u>45,553</u>	<u>31,785</u>	<u>49,081</u>

The following restrictions have been imposed by regulations or other externally imposed requirements:

Reserve funds (see note. 27)	31,591	27,265	30,255
Loan monies unspent at 30 June	2,065	429	4,835
Income in advance	183	-	204
Deposits (see note 29)	3,644	3,500	3,629
Total restricted funds	<u>37,483</u>	<u>31,194</u>	<u>38,923</u>

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

6. Trade and other receivables	2018/19 Actual \$'000	2017/18 Actual \$'000
(a) Current		
Rates outstanding	3,226	2,943
Emergency Services Levy outstanding	157	11
Trade receivables	1,153	1,309
Other receivables	1,382	1,512
Goods and services tax	916	714
Prepayments	553	470
Allowance for doubtful debts	(83)	(14)
	<u>7,304</u>	<u>6,945</u>
(b) Non-Current		
Rates and ESL outstanding - pensioners deferred	1,374	1,294
	<u>1,374</u>	<u>1,294</u>

The credit terms offered to the City's trade debtors is 30 days net. Interest is not payable on overdue amounts.

Payment terms relating to rates debtors are set in accordance with the legislative requirements of the Local Government Act 1995 and are detailed separately in note 22.

7. Other financial assets	2018/19 Actual \$'000	2017/18 Actual \$'000
(a) Other financial assets at amortised cost - community loans		
Current	95	-
Non-Current	418	-
	<u>513</u>	<u>-</u>
(b) Financial assets previously classified as loans and receivables		
Current	-	91
Non-current assets	-	1,297
	-	1,388
Recorded loss allowance	-	(800)
	<u>-</u>	<u>588</u>

Community loans are fixed term loans to community groups to finance their contributions to facility improvements. The terms of the loans are for periods between 5 and 20 years with fixed equal repayments occurring at frequency of monthly, quarterly or bi-annually intervals.

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

8. Inventories	2018/19	2017/18
	Actual	Actual
	\$'000	\$'000
Raw materials	<u>327</u>	<u>307</u>
9. Payables		
Current		
Trade payables	4,032	4,157
Accrued expenses	1,167	1,377
Income in advance	183	204
Bonds and deposits (see note 29 for additional detail)	<u>3,644</u>	<u>3,629</u>
	<u>9,026</u>	<u>9,367</u>
<p>The average credit period for purchase of goods and services is net 30 days. No interest is charged on trade payables. The City has financial risk management policies in place to ensure that all payables are paid within the credit timeframe.</p>		
10. Provisions		
Current		
Employee benefits		
Annual Leave	4,168	3,966
Long Service Leave	3,818	3,541
Sick Leave	589	483
Workers Compensation Insurance	<u>140</u>	<u>140</u>
	<u>8,715</u>	<u>8,130</u>
Non-Current		
Employee benefits		
Long Service Leave	<u>1,068</u>	<u>911</u>
11. Borrowings		
Current	<u>4,961</u>	<u>4,841</u>
Non-Current	<u>24,904</u>	<u>24,364</u>

Additional details on borrowings is provided in Note 25.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

12. Property, Plant, Equipment and Infrastructure

	2018/19 Actual \$'000	2017/18 Actual \$'000
<i>Property, plant and equipment:</i>		
Land - at independent valuation 2019	92,695	93,465
	<u>92,695</u>	<u>93,465</u>
Building - at independent valuation 2019	152,010	161,050
Less: Accumulated depreciation	-	(8,630)
Work in progress	2,984	2,008
	<u>154,994</u>	<u>154,428</u>
Furniture and fittings - at independent valuation 2019	2,268	1,919
Less: Accumulated depreciation	-	(272)
Work in progress	-	198
	<u>2,268</u>	<u>1,845</u>
Plant and machinery - at independent valuation 2019	12,579	12,982
Less: Accumulated depreciation	-	(2,137)
Work in progress	-	-
	<u>12,579</u>	<u>10,845</u>
Property, Plant and Equipment - Total	<u>262,536</u>	<u>260,583</u>
<i>Infrastructure:</i>		
Bridges - independent valuation 2018	71,928	71,928
Less: Accumulated depreciation	(7,844)	(7,106)
Work in Progress	206	171
	<u>64,290</u>	<u>64,993</u>
Parks - independent valuation 2018	203,981	227,971
Less: Accumulated depreciation	(45,812)	(42,234)
Work in progress	4,549	1,068
	<u>162,718</u>	<u>186,805</u>
Drainage - independent valuation 2018	187,762	179,048
Less: Accumulated depreciation	(51,004)	(48,751)
Work in progress	304	11
	<u>137,062</u>	<u>130,308</u>
Roads, footpaths, kerbs & seals - independent valuation 2018	522,700	512,177
Less: Accumulated depreciation	(184,326)	(176,886)
Work in progress	5,774	3,364
	<u>344,148</u>	<u>338,655</u>
Marina infrastructure - Independent Valuation 2016	-	4,094
Less: Accumulated depreciation	-	(2,747)
	<u>-</u>	<u>1,347</u>
Coastal and estuary - independent valuation 2018	101,734	93,398
Less: Accumulated depreciation	(48,370)	(46,913)
Work in progress	-	823
	<u>53,364</u>	<u>47,308</u>
Land improvements - cost which approximates fair value	6,064	1,362
Less: Accumulated depreciation	(408)	(177)
Work in Progress	119	5,047
	<u>5,775</u>	<u>6,232</u>
Infrastructure - Total	<u>767,357</u>	<u>775,648</u>
Net carrying amount	<u>1,029,893</u>	<u>1,036,231</u>

The assets are measured at fair value. Refer to note 38.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

13. Assets - movement in carrying amounts

Movement in the carrying amounts of each class of property, plant and equipment during the reporting period is as below:

	Land	Buildings	Furniture & Fittings	Plant & Machinery	Infra- structure	TOTAL
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Balance at 1 July 2017	94,887	155,570	1,437	10,257	672,817	934,968
Revaluations	-	-	-	152	77,137	77,289
Additions	-	4,715	544	2,305	73,600	81,164
Work in progress	-	(980)	-	-	(20,506)	(21,486)
Disposals	(1,422)	(337)	-	(713)	(2,649)	(5,121)
Depreciation expense	-	(4,540)	(136)	(1,156)	(24,751)	(30,583)
Balance as at 30 June 2018	93,465	154,428	1,845	10,845	775,648	1,036,231
Reclassifications	-	(327)	-	345	(675)	(657)
Revaluations	289	490	489	248	1,477	2,993
Additions	569	8,116	779	3,528	31,019	44,011
Work in progress	-	(2,828)	(388)	-	(10,842)	(14,058)
Disposals	(1,628)	(140)	(11)	(994)	(2,146)	(4,919)
Depreciation expense	-	(4,745)	(446)	(1,393)	(27,124)	(33,708)
Balance as at 30 June 2019	92,695	154,994	2,268	12,579	767,357	1,029,893

14. Depreciation

(a) Depreciation by asset class

Depreciation expense for the reporting period is charged in respect of:

	2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
Buildings	4,745	5,987	4,540
Furniture and fittings	446	331	136
Plant and machinery	1,393	1,476	1,156
Infrastructure assets	27,124	23,523	24,751
	<u>33,708</u>	<u>31,317</u>	<u>30,583</u>

(b) Depreciation of assets by program

	2018/19 Actual \$'000	2018/19 Budget \$'000	2017/18 Actual \$'000
Law, Order, Public Safety	159	96	177
Health	-	-	-
Education and Welfare	154	208	147
Community Amenities	242	325	219
Recreation and Culture	15,833	17,996	14,585
Transport	15,397	10,530	13,874
Economic Services	97	125	94
Other Property and Services	1,826	2,037	1,487
	<u>33,708</u>	<u>31,317</u>	<u>30,583</u>

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

15. Disposal of assets

(a) Disposal of assets by class

	Carrying Amount \$'000	Disposal Proceeds \$'000	Profit \$'000	Loss \$'000
Land	1,628	1,403	235	(233)
Buildings	140	-	-	(140)
Furniture and equipment	12	-	-	(12)
Plant and machinery	994	832	50	(212)
Roads, paths	629	-	-	(629)
Drainage	72	-	-	(72)
Parks	1,134	-	-	(1,134)
Coastal	310	-	-	(310)
	<u>4,919</u>	<u>2,235</u>	<u>285</u>	<u>(2,742)</u>

(b) Disposal of assets classified by program

	Carrying Amount \$'000	Disposal Proceeds \$'000	Profit \$'000	Loss \$'000
Governance	17	15		(2)
Law, Order and Public Safety	86	43		(43)
Education and Welfare				-
Health	21	24	3	-
Welfare	27	28	2	(1)
Community Amenities	74			(74)
Recreation and Culture	1,788	139	10	(1,660)
Transport	1,204	519	33	(717)
Economic Services	1,702	1,467	237	(245)
Other Property and Services	-	-	-	-
	<u>4,919</u>	<u>2,235</u>	<u>285</u>	<u>(2,742)</u>

16. Total assets classified by function and activity

	2018/19 Actual \$'000	2017/18 Actual \$'000
General Purpose Funding	4,497	4,018
Governance	11,987	12,166
Law, Order, Public Safety	2,336	2,150
Health	149	191
Education and Welfare	4,966	4,894
Community Amenities	9,616	8,829
Recreation and Culture	348,647	364,713
Transport	554,922	543,111
Economic Services	98,845	101,712
Other Property and Services	111	117
Unallocated	48,888	52,545
	<u>1,084,964</u>	<u>1,094,446</u>

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

17. Fees and charges

	2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
General Purpose Funding	669	784	613
Law, Order, Public Safety	605	621	652
Health	183	191	186
Education and Welfare	375	692	401
Community Amenities	13,930	13,654	13,280
Recreation and Culture	6,215	8,046	6,236
Transport	1,948	193	1,984
Economic Services	1,785	2,071	1,996
Other Property and Services	137	179	219
	<u>25,847</u>	<u>26,431</u>	<u>25,567</u>

18. Elected members' benefits

The following fees, expenses and allowances were paid to council members, the mayor and deputy mayor during the reporting period.

	2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
Meeting fees allowance	402	402	377
Mayoral allowance	84	88	72
Deputy Mayoral allowance	21	25	12
Information and communications technology allowance	46	47	43
Councillors travel, conferences and other expenses	53	71	61
	<u>606</u>	<u>633</u>	<u>565</u>

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

19. Notes to the cash flow statement

a) Reconciliation of cash

For the purposes of the statement of cash flows, cash comprises cash on hand and demand deposits. Cash equivalents are short-term, highly liquid investments that are readily convertible to known amounts of cash. Cash at the end of the reporting period is reconciled to the related items in the statement of financial position as follows:

	2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
Cash and cash equivalents	45,553	31,785	49,081

b) Reconciliation of net cash flows from operating activities to net result

Net result for the year	(13,567)	(8,325)	26,357
Non cash items			
Depreciation	33,708	31,317	30,583
(Profit)/Loss on sale of assets	2,457	(109)	3,084
Changes in assets and liabilities during the financial year:			
Decrease/(increase) in receivables	(251)	500	808
Decrease/(increase) in inventories	(19)	(40)	14
Increase/(decrease) in payables	(129)	565	343
Increase/(decrease) in provisions	741	(25)	482
(Decrease)/increase in bonds & deposits	(18)	-	82
Other Movements	(590)	-	(90)
Grants/contributions for the development of assets	(5,204)	(7,866)	(44,276)
Net cash provided by operating activities	<u>17,128</u>	<u>16,017</u>	<u>17,387</u>

c) Credit standby arrangements

Credit card facility	60	60
Purchasing card facility	700	600
Credit and purchasing card debt balance at reporting date	<u>(79)</u>	<u>(66)</u>
	<u>681</u>	<u>594</u>

d) Borrowing facilities

Loan facilities - current	4,961	4,841
Loan facilities - non current	24,904	24,364
Total loan facilities in use at reporting date	<u>29,865</u>	<u>29,205</u>
Unused loan facility as at reporting date	<u>2,066</u>	<u>4,836</u>

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

20. Conditions over grants and contributions

	2018/19	2017/18
	\$'000	\$'000
Opening balance of unexpended grants and contributions	3,371	4,040
Grants and contributions recognised as revenue in the reporting period	<u>8,992</u>	<u>50,296</u>
	12,363	54,336
Grants and contributions expended in the period:		
Operational grants and contributions	(2,023)	(7,730)
Grants and contributions for capital works	<u>(4,971)</u>	<u>(43,237)</u>
	(6,994)	(50,967)
Closing balance of unexpended grants	5,369	3,369
Net movement in unspent grants and contributions	1,998	(671)

All unspent grants and contributions as at 30 June 2019 are transferred to a Reserve account held for this purpose. Refer to note 27.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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21. Rating Information

Rating Category	General Rate					Minimum Rate					2019 Total				2018 Total		
	GRV Value \$'000	Rate in \$	No. Props	Unaudited Budget \$'000	Rate Actual \$'000	GRV Value \$'000	Min Rate \$	No. Props	Unaudited Budget \$'000	Rate Actual \$'000	GRV Value in \$'000	No. Props	Unaudited Budget \$'000	Rate Actual \$'000	GRV Value in \$'000	No. Props	Rate Actual \$'000
Residential Improved	599,730	0.08250	33,985	49,625	49,480	73,573		6,438	9,245	6,959	673,304	40,423	58,870	56,440	663,495	40,054	56,494
Residential Vacant	27,423	0.14380	1,962	3,823	3,943	8,375		1,788	1,416	1,600	35,799	3,750	5,239	5,544	37,128	4,051	5,666
Urban Development	3,237	0.10390	12	482	336	-		-	-	-	3,237	12	482	336	5,189	14	529
Business Improved	147,867	0.08790	1,001	14,114	12,998	1,804		356	411	385	149,672	1,357	14,525	13,382	135,131	1,293	11,805
Business Vacant	4,470	0.14380	137	625	643	139		24	21	26	4,609	161	646	669	4,869	175	695
Mandurah Ocean Marina:																	
- Residential Improved	-	0.08250	1	-	-	-		-	-	-	-	1	-	-	606	17	49
- Vacant	-	0.00000	-	-	-	-		-	-	-	-	-	-	-	-	-	-
- Business Improved	-	0.00000	-	-	-	-		-	-	-	-	-	-	-	756	6	65
Interim Rates													800	1,227			519
Back Rates														129			(2,331)
Prepaid Rates Movement														242			760
Sub Total General Rates	782,727		37,098	68,669	67,400	83,892		8,606	11,093	8,970	866,620	45,704	80,562	77,969	847,173	45,610	74,251
Specified Area Rates																	
Port Mandurah		0.00340		79	79								79	79			79
Waterside		0.00000		-	-								-	-			-
Mandurah Ocean Marina		0.01610		378	365								378	365			377
Mandurah Quay		0.00150		10	11								10	11			11
Port Bouvard Eastport		0.00160		12	12								12	12			11
Port Bouvard Northport		0.00640		42	41								42	41			41
Mariners Cove		0.00120		12	10								12	10			10
Sub Total	-			533	518								533	518			529
Rates Concessions														-			
TOTAL RATES				69,202	67,918				11,093	8,970			81,095	78,487			74,780

Concessions totalling \$181,316 were provided during the 18/19 financial year.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

21. Rating information (continued)

Characteristics Forming the Basis of Rates

Council utilises differential rating based on zoning, and properties' improved or unimproved nature.

Objects and Reasons for Differential Rates

Differential Rates

Residential Improved	Rate in the dollar \$0.0825
Mandurah Ocean Marina Residential Improved	

Residential properties are the predominant property type in the City. The rate calculated reflects Council's policy of ensuring that residential properties contribute significantly to the services and infrastructure which the City provides.

Business Improved	Rate in the dollar \$0.0879
Mandurah Ocean Marina Business Improved	
Urban Development	Rate in the dollar \$0.1039
Business Vacant	Rate in the dollar \$0.1438

Rates on other improved properties are levied at similar rates to reflect the fact that these types make the same relative contribution as the residential improved category.

Residential Vacant	Rate in the dollar \$0.1438
Mandurah Ocean Marina Residential Vacant	

These rates have been set as an interim measure as part of the City's plan to reflect the change in vacant land values over a three year period.

Minimum Rates

Council set differentiating minimum rates so that all properties make a reasonable contribution to the cost of services regardless of low property gross rental values.

Residential Improved	\$ 1,081
Mandurah Ocean Marina Residential Improved	\$ 1,081
Business Improved	\$ 1,081
Marina Business	\$ 1,081
Residential Vacant	\$ 895
Business Vacant	\$ 1,081
Urban Development	\$ 1,081
Mandurah Ocean Marina Vacant	\$ 1,081

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

22. Interest charges and instalments

Instalment options offered for payment of rates were:

Option	Payment dates
Payment in full	24 August 2018
Two instalments	24 August 2018 7 January 2019
Four instalments	24 August 2018 24 October 2018 7 January 2019 7 March 2019
Equal instalments	Payment by twelve equal instalments from April 2018 to March 2019. Continuation of instalments from April as advance payments for 2019/20.

		2018/19 Actual \$'000	Un-audited 2018/19 Budget \$'000	2017/18 Actual \$'000
Interest on unpaid rates	7%	344	260	327
Interest on instalment plan	5.50%	375	375	357
Charges on instalment plan	\$3	355	398	344
(for two and four instalment option)		<u>1,074</u>	<u>1,033</u>	<u>1,028</u>

23. Specified Area Rates

Rating Category	Specified Area Rates					
	Reserves B/fwd \$	Revenue Raised \$	Interest Earned \$	Expended \$	Contribution from City of Mandurah	Reserves C/fwd \$
Port Mandurah	447,596	79,721	10,295	(181,261)	9,084	365,435
Waterside	103,959	-	2,391	(5,963)	2,683	103,070
Mandurah Quay	178,248	10,984	4,100	(5,639)	-	187,693
Mandurah Ocean Marina	67,802	364,920	1,559	(434,281)	-	-
Mariners Cove	14,856	10,609	342	(7,306)	-	18,501
Port Bouvard Canals Northport	73,764	42,528	1,697	(20,295)	-	97,694
Port Bouvard Canals Eastport	12,244	12,888	281	(2,000)	-	23,413
Total	898,469	521,650	20,665	(656,745)	11,767	795,806

The specified area rates are imposed for the purpose of maintaining and managing the canals at Waterside, Port Mandurah, Mandurah Quay, Port Bouvard and the canals, open space and marina at Mandurah Ocean Marina. The designated areas are identified within council's objects and reasons.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

23. Specified Area Rates (continued)

Waterside Canals

0.000c in the dollar

This is levied on all canal frontage properties located within the "Waterside Canals" for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and the Core Management Group. For the year ended 30 June 2019 there were sufficient funds in the Reserve Fund to fund maintenance costs.

The area has been identified within the Government Gazette published 23rd June 1995 as Schedule B in the City of Mandurah (Specified Area) Order No. 1 and is commonly known as the "Waterside Canals".

Port Mandurah Canals

0.34c in the dollar

This is levied on all canal frontage properties located within the "Port Mandurah Canals" for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy - Canals and the Core Management Group. The area has been identified within the Government Gazette published 23rd June 1995 as Schedule A in the City of Mandurah (Specified Area) Order No. 1 and is commonly known as "Port Mandurah Canals".

Mandurah Ocean Marina

1.61c in the dollar

This rate is levied on all properties within the Mandurah Ocean Marina Outline Development Plan. The purpose of this rate is to ensure that all owners within the precinct contribute to the operating costs of the marina.

Mandurah Quay

0.15c in the dollar

This is levied on all properties within the Mandurah Quay subdivision. The purpose is to ensure the maintenance of the marina, i.e. water body and walls, and is levied at a level to cover the life cycle expenses of the marina.

Port Bouvard - Northport

0.64c in the dollar

This is levied on all canal frontages on the Northport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, management, surveying and minor maintenance.

Port Bouvard - Eastport

0.16c in the dollar

This is levied on all canal frontages on the Eastport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, management, surveying and minor maintenance.

Mariners Cove

0.12c in the dollar

This is levied on all properties within the Mariners Cove subdivision. The purpose is to ensure the maintenance of the marina, i.e. water body and walls, and is levied at a level to cover the life cycle expenses of the marina.

24. Service charges

The City of Mandurah did not impose any service charges during the reporting period.

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

25. Borrowings

(a) Movement in unspent loan fund for the year ended 30 June 2019

Date Loan Funded	Loan No.	Particulars	Unspent Balance 1 July 2018		New loans raised		Loans utilised		Balance 30 June 2019	
			Actual	Un-audited Budget	Actual 2018/2019 \$	Un-audited Budget 2018/2019 \$	Actual 2018/2019 \$	Un-audited Budget 2018/2019 \$	Actual \$	Un-audited Budget \$
30/03/04	303	Brighton Lane	43,022	43,022	-	-	-	-	43,022	43,022
30/03/04	304	Brighton Plaza	14,115	14,115	-	-	-	-	14,115	14,115
14/06/13	333(ii)	Parks Construction	171,963	171,963	-	-	(171,963)	-	-	171,963
22/04/15	337	New SES Facility	-	-	-	-	-	-	-	-
22/04/15	339	Roads	-	-	-	-	-	-	-	-
10/01/16	341	MARC Stage 2	-	-	-	-	-	-	-	-
10/01/16	342	Roads	-	200,000	-	-	-	(200,000)	-	-
10/01/16	343	WMC Tims Thicket	150,000	-	-	-	-	-	150,000	-
10/01/16	344	Eastern Foreshore Wall	114,214	323,435	-	-	(114,214)	(323,435)	-	-
5/05/17	345	MARC Stage 2	-	-	-	-	-	-	-	-
5/05/17	346	Road Construction	150,842	-	-	-	(150,842)	-	-	-
5/05/17	347	MARC Carpark	-	-	-	-	-	-	-	-
5/05/17	348	MPAC Forecourt	-	-	-	-	-	-	-	-
5/05/17	349	Waste Water Reuse	-	-	-	-	-	-	-	-
5/05/17	350	Halls Head Ablution Block	-	-	-	-	-	-	-	-
5/05/17	351	Falcon Bay Seawall	-	-	-	-	-	-	-	-
9/05/18	352	Mandurah Marina	75,438	200,000	-	-	(75,438)	(200,000)	-	-
9/05/18	353	MARC Solar Plan	185,994	185,000	-	-	-	(185,000)	185,994	-
9/05/18	354	MARC Carpark	11,593	-	-	-	(11,593)	-	-	-
9/05/18	355	Novara Foreshore Stage 2	76,854	100,000	-	-	(76,854)	(100,000)	-	-
9/05/18	356	Falcon Bay Foreshore Development	234,064	290,000	-	-	(234,064)	(290,000)	-	-
9/05/18	357	Mandurah Foreshore Boardwalk Renewal	447,597	450,000	-	-	(447,597)	(450,000)	-	-
9/05/18	358	Mandjar Square Development	-	-	-	-	-	-	-	-
9/05/18	359	New Road Construction	259,934	200,000	-	-	(31,406)	-	228,528	200,000
9/05/18	360	Lakelands DOS	2,800,000	2,760,000	-	-	(2,000,000)	(2,760,000)	800,000	-
9/05/18	361	Smokebush Retreat	100,000	100,000	-	-	(100,000)	(100,000)	-	-
21/06/19	39	Falcon Seawall	-	-	500,000	500,000	(500,000)	(500,000)	-	-
21/06/19	40	Mandurah Foreshore Boardwalk Stage 3	-	-	500,000	500,000	(356,074)	(500,000)	143,926	-
21/06/19	41	Civic Building	-	-	500,000	500,000	(325,064)	(500,000)	174,936	-
21/06/19	42	Mandjar Square Stage 3 & 4	-	-	1,000,000	1,000,000	(1,000,000)	(1,000,000)	-	-
21/06/19	43	Novara Foreshore Stage 3	-	-	200,000	200,000	(200,000)	(200,000)	-	-
21/06/19	44	Coodanup Drive	-	-	100,000	100,000	(100,000)	(100,000)	-	-
-	N/A	Shark Mitigation Project	-	-	-	400,000	-	(400,000)	-	-
21/06/19	45	Pinjarra Road Carpark	-	-	200,000	200,000	(16,892)	(200,000)	183,108	-
21/06/19	46	New Road Construction	-	-	1,650,000	1,550,000	(1,507,790)	(1,550,000)	142,210	-
Totals			4,835,630	5,037,535	4,650,000	4,950,000	(7,419,791)	(9,558,435)	2,065,839	429,100

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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25. Borrowings (continued)

(b) Loan liability summary for the year ended 30 June 2019

	Principal Liability		New Loans Taken Out		Refinance Cost 18/19		Interest Paid in Year		Principal Paid in Year		Principal Liability	
	Actual 1/07/2018 \$	Un-audited Budget 1/07/2018 \$	Actual 2018/19 \$	Un-audited Budget 2018/19 \$	Actual 2018/19 \$	Un-audited Budget 2018/19 \$	Actual 2018/19 \$	Un-audited Budget 2018/19 \$	Actual 2018/19 \$	Un-audited Budget 2018/19 \$	Actual 30/06/2019 \$	Un-audited Budget 30/06/2019 \$
Law, Order, Public Safety	25,319	25,329	-	-	865	-	1,887	1,424	10,905	12,256	15,279	13,073
Education & Welfare	-	-	-	-	-	-	-	-	-	-	-	-
Community Amenities	725,162	880,749	-	900,000	18,289	-	39,228	60,279	121,796	247,327	621,655	1,533,422
Recreation	15,794,862	18,080,014	1,700,566	1,700,000	355,413	-	791,542	571,967	2,285,370	2,535,983	15,565,471	17,244,031
Transport	9,537,585	10,465,831	2,450,815	1,850,000	259,542	-	555,825	370,765	1,600,004	1,413,548	10,647,938	10,902,283
Economic Services	-	-	-	-	-	-	-	-	-	-	-	-
Other Property and Services	3,122,105	4,065,259	500,167	500,000	111,222	-	200,269	151,936	719,150	842,899	3,014,344	3,722,360
Total	29,205,033	33,517,182	4,651,548	4,950,000	745,331	-	1,588,750	1,156,371	4,737,225	5,052,013	29,864,687	33,415,169

Comparison with detailed loan schedule may reveal rounding differences.

Principal	Actual 30/06/19 \$'000	Actual 30/06/18 \$'000
Current	4,961	4,841
Non-Current	24,904	24,364
Total	29,865	29,205

Interest	Actual 30/06/19 \$'000	Actual 30/06/18 \$'000
Interest and Guarantee Fee paid during the year	1,791	1,257
Interest accrued at reporting date	0	81
Reversal of interest accrued in prior period	(81)	(72)
Interest expense	1,710	1,266

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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25. Borrowings (continued)

Particulars	Term (years)	New loans taken up 2018/19	Total up to 30/06/18	Refinance of Loans Opening Balance (i)	Rate of interest	Lender	Month & year of maturity	Principal liability 1/07/2018	Refinance Cost 18/19	Interest paid in year	Principal paid in year	Refinance of Loans Closing Balance (i)	Principal liability 30/06/2019	Principal Reimbursed
Law, Order, Public Safety														
316(v) Surf Life Saving Club	10		100,000	-	6.39	WATC	FEB. 2019	25,319	-	1,059	3,187	(22,132)	-	-
316(v) Surf Life Saving Club	10		-	22,132	3.91	Westpac	JUN. 2020	-	865	828	7,718	-	15,279	-
		-	100,000	22,132				25,319	865	1,887	10,905	(22,132)	15,279	-
Community Amenities														
336 Waste Trailers & Dolly	10		495,000	-	4.02	WATC	FEB. 2019	320,255	-	8,237	8,915	(311,340)	-	-
336 Waste Trailers & Dolly	10		-	311,340	4.11	Westpac	JUN. 2024	-	14,950	18,212	31,171	-	295,119	-
349 Waste Water Reuse	5		300,000	-	2.50	WATC	FEB. 2019	242,944	-	4,110	27,061	(215,883)	-	-
349 Waste Water Reuse	5		-	215,883	4.11	Westpac	MAY 2022	-	2,003	3,557	21,965	-	195,921	-
350 Halls Head Ablution Block	5		200,000	-	2.50	WATC	FEB. 2019	161,963	-	2,940	18,041	(143,922)	-	-
350 Halls Head Ablution Block	5		-	143,922	4.11	Westpac	MAY 2022	-	1,336	2,172	14,643	-	130,615	-
		-	995,000	671,145				725,162	18,289	39,228	121,796	(671,145)	621,655	-
Recreation														
316(iii) Allnutt Reserve Bowling Facility	10		468,000	-	6.39	WATC	FEB. 2019	118,493	-	4,614	24,431	(94,062)	-	-
316(iii) Allnutt Reserve Bowling Facility	10		-	94,062	3.91	Westpac	JUN. 2020	-	4,047	4,219	26,605	-	71,504	-
316(vii) Town Beach Ablutions	10		200,000	-	6.39	WATC	FEB. 2019	50,639	-	1,900	11,908	(38,731)	-	-
316(vii) Town Beach Ablutions	10		-	38,731	3.91	Westpac	JUN. 2020	-	1,729	1,875	9,903	-	30,557	-
318(ii) Rushton Park Redevelopment	10		2,000,000	-	5.54	WATC	FEB. 2019	718,308	-	23,192	89,349	(628,959)	-	-
318(ii) Rushton Park Redevelopment	10		-	628,959	4.04	Westpac	JUN. 2021	-	30,228	33,413	109,812	-	549,375	-
318(iii) Meadow Springs Pavilion	10		1,500,000	-	5.54	WATC	FEB. 2019	538,732	-	18,775	29,575	(509,157)	-	-
318(iii) Meadow Springs Pavilion	10		-	509,157	4.04	Westpac	JUN. 2021	-	24,470	27,049	121,595	-	412,032	-
320 Mandurah Rugby Club	10		300,000	-	5.54	WATC	FEB. 2019	107,747	-	3,525	12,161	(95,586)	-	-
320 Mandurah Rugby Club	10		-	95,586	4.04	Westpac	JUN. 2021	-	4,594	5,515	17,338	-	82,842	-
321 Mandurah Cricket Club	10		100,000	-	5.54	WATC	FEB. 2019	35,916	-	1,175	4,054	(31,862)	-	-
321 Mandurah Cricket Club	10		-	31,862	4.04	Westpac	JUN. 2021	-	1,531	1,838	5,782	-	27,611	-
324 Mandurah Football & Sporting	10		650,000	-	4.01	WATC	FEB. 2019	291,435	-	6,850	25,212	(266,223)	-	-
324 Mandurah Football & Sporting	10		-	266,223	4.11	Westpac	JUN. 2022	-	8,724	11,807	32,651	-	242,296	-
325 Mandurah Rugby Club	10		50,000	-	4.01	WATC	FEB. 2019	22,418	-	527	1,939	(20,478)	-	-
325 Mandurah Rugby Club	10		-	20,478	4.11	Westpac	JUN. 2022	-	671	908	2,513	-	18,637	-
326 Allnutt Reserve Bowling Facility	10		4,430,000	-	4.01	WATC	FEB. 2019	1,986,247	-	46,294	172,039	(1,814,208)	-	-
326 Allnutt Reserve Bowling Facility	10		-	1,814,208	4.11	Westpac	JUN. 2022	-	59,256	71,152	232,254	-	1,641,210	-
329(i) Ablutions - Netball Centre	10		350,000	-	4.01	WATC	FEB. 2019	156,928	-	3,637	13,386	(143,542)	-	-
329(i) Ablutions - Netball Centre	10		-	143,542	4.11	Westpac	JUN. 2022	-	4,632	6,272	17,705	-	130,469	-
329(v) Parks Construction	10		346,000	-	4.01	WATC	FEB. 2019	155,133	-	3,637	13,386	(141,747)	-	-
329(v) Parks Construction	10		-	141,747	4.11	Westpac	JUN. 2022	-	4,632	6,272	17,403	-	128,976	-
331 Halls Head Bowling Club Upgrade	15		450,000	-	4.71	WATC	FEB. 2019	333,267	-	16,359	5,722	(353,115)	-	-
331 Halls Head Bowling Club Upgrade	15		-	353,115	4.11	Westpac	APR. 2028	-	33,086	28,663	16,628	-	344,004	-
333(i) Parks - Falcon Bay Reserve	10		200,000	-	4.00	WATC	FEB. 2019	109,869	-	2,744	7,383	(102,485)	-	-
333(i) Parks - Falcon Bay Reserve	10		-	102,485	4.11	Westpac	APR. 2028	-	4,349	5,258	9,740	-	97,095	-

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FOR THE YEAR ENDED 30 JUNE 2019

25. Borrowings (continued)

(c) Loan Liability Statement for the year ended 30 June 2019 (continued)

Particulars	Term (years)	New loans taken up 2018/19	Total up to 30/06/18	Refinance of Loans Opening Balance (i)	Rate of interest	Lender	Month & year of maturity	Principal liability 1/07/2018	Refinance Cost 18/19	Interest paid in year	Principal paid in year	Refinance of Loans Closing Balance (i)	Principal liability 30/06/2019	Principal Reimbursed
Recreation continued														
338 Aquatic & recreation Centre	10	-	1,400,000	-	2.79	WATC	FEB. 2019	1,019,924	-	22,048	49,904	(970,020)	-	-
338 Aquatic & recreation Centre	10	-	-	970,020	4.11	Westpac	APR. 2025	-	16,571	16,750	63,988	-	922,603	-
340 Aquatic & recreation Centre Stage 1	10	-	775,000	-	2.65	WATC	FEB. 2019	635,878	-	10,959	31,889	(603,989)	-	-
340 Aquatic & recreation Centre Stage 1	10	-	-	603,989	4.11	Westpac	JUN. 2026	-	4,052	12,764	25,159	-	582,882	-
341 Aquatic & recreation Centre Stage 2	10	-	2,000,000	-	2.65	WATC	FEB. 2019	1,640,976	-	28,280	82,293	(1,558,683)	-	-
341 Aquatic & recreation Centre Stage 2	10	-	-	1,558,683	4.11	Westpac	JUN. 2026	-	10,456	22,803	75,062	-	1,494,077	-
344 Eastern Foreshore Wall	10	-	1,295,000	-	2.65	WATC	FEB. 2019	1,062,532	-	18,312	53,285	(1,009,247)	-	-
344 Eastern Foreshore Wall	10	-	-	1,009,247	4.11	Westpac	JUN. 2026	-	6,770	20,523	42,844	-	973,173	-
345 MARC Stage 2	5	-	2,600,000	-	2.50	WATC	FEB. 2019	2,105,513	-	38,224	234,526	(1,870,987)	-	-
345 MARC Stage 2	5	-	-	1,870,987	4.11	Westpac	MAY. 2022	-	17,364	15,348	203,226	-	1,685,125	-
351 Falcon Bay Seawall	5	-	500,000	-	2.50	WATC	FEB. 2019	404,906	-	7,351	45,101	(359,805)	-	-
351 Falcon Bay Seawall	5	-	-	359,805	4.11	Westpac	MAY. 2022	-	3,339	5,430	36,243	-	326,901	-
353 MARC Solar Plan	10	-	200,000	-	3.18	WATC	FEB. 2019	200,000	-	4,677	3,180	(196,820)	-	-
353 MARC Solar Plan	10	-	-	196,820	4.11	Westpac	MAY. 2028	-	5,392	7,183	10,408	-	191,804	-
355 Novara Foreshore Stage 2	10	-	400,000	-	3.18	WATC	FEB. 2019	400,000	-	9,353	6,361	(393,639)	-	-
355 Novara Foreshore Stage 2	10	-	-	393,639	4.11	Westpac	MAY. 2028	-	10,785	14,367	20,815	-	383,609	-
356 Falcon Bay Foreshore Development	10	-	400,000	-	3.18	WATC	FEB. 2019	400,000	-	9,353	6,361	(393,639)	-	-
356 Falcon Bay Foreshore Development	10	-	-	393,639	4.11	Westpac	MAY. 2028	-	10,785	14,367	20,815	-	383,609	-
358 Mandjar Square Development	10	-	500,000	-	3.18	WATC	FEB. 2019	500,000	-	11,692	7,951	(492,049)	-	-
358 Mandjar Square Development	10	-	-	492,049	4.11	Westpac	MAY. 2028	-	13,481	17,958	28,017	-	479,513	-
360 Lakelands DOS	10	-	2,800,000	-	3.18	WATC	FEB. 2019	2,800,000	-	65,473	44,525	(2,755,475)	-	-
360 Lakelands DOS	10	-	-	2,755,475	4.11	Westpac	MAY. 2028	-	75,494	80,290	165,988	-	2,665,001	-
41 Falcon Seawall	10	500,167	-	-	3.09	Westpac	FEB. 2022	-	-	167	-	-	500,167	-
40 Manjar Square Stage 3 and 4	10	1,000,332	-	-	3.09	Westpac	FEB. 2022	-	-	332	-	-	1,000,332	-
44 Novara Foreshore Stage 3	10	200,067	-	-	3.09	Westpac	FEB. 2022	-	-	67	-	-	200,067	-
		1,700,566	23,914,000	14,844,510				15,794,861	356,438	791,542	2,286,395	(14,844,510)	15,565,471	-
Transport														
316(ii) Road Construction	10	-	1,498,000	-	6.39	WATC	FEB. 2019	379,281	-	14,656	80,496	(298,785)	-	-
316(ii) Road Construction	10	-	-	298,785	3.91	Westpac	JUN. 2020	-	12,953	13,618	82,864	-	228,874	-
316(iv) Car Parking	10	-	110,000	-	6.39	WATC	FEB. 2019	27,853	-	1,086	5,721	(22,132)	-	-
316(iv) Car Parking	10	-	-	22,132	3.91	Westpac	JUN. 2020	-	951	990	6,276	-	16,807	-
318(v) Road Construction	10	-	5,000,000	-	5.54	WATC	FEB. 2019	1,795,773	-	58,533	208,400	(1,587,373)	-	-
318(v) Road Construction	10	-	-	1,587,373	4.04	Westpac	JUN. 2021	-	76,289	84,328	290,222	-	1,373,439	-
318(iv) Drainage	10	-	500,000	-	5.54	WATC	FEB. 2019	179,579	-	5,522	29,827	(149,752)	-	-
318(iv) Drainage	10	-	-	149,752	4.04	Westpac	JUN. 2021	-	7,197	7,955	19,604	-	137,345	-
329(ii) Road Construction	10	-	750,000	-	4.01	WATC	FEB. 2019	336,272	-	7,915	29,134	(307,140)	-	-
329(ii) Road Construction	10	-	-	307,140	4.11	Westpac	JUN. 2022	-	10,081	13,651	37,647	-	279,574	-
329(iii) Drainage Construction	10	-	250,000	-	4.01	WATC	FEB. 2019	112,090	-	2,587	9,449	(102,641)	-	-
329(iii) Drainage Construction	10	-	-	102,641	4.11	Westpac	JUN. 2022	-	3,270	4,428	12,720	-	93,191	-
329(iv) Peelwood Oval - Parking	10	-	100,000	-	4.01	WATC	FEB. 2019	44,837	-	1,070	3,937	(40,900)	-	-
329(iv) Peelwood Oval - Parking	10	-	-	40,900	4.11	Westpac	JUN. 2022	-	1,363	1,845	4,985	-	37,277	-
329(vi) Path Construction	10	-	57,000	-	4.01	WATC	FEB. 2019	25,556	-	642	2,362	(23,194)	-	-
329(vi) Path Construction	10	-	-	23,194	4.11	Westpac	JUN. 2022	-	817	1,107	2,764	-	21,247	-
329(viii) Street Lighting	10	-	75,000	-	4.01	WATC	FEB. 2019	33,627	-	856	3,150	(30,477)	-	-
329(viii) Street Lighting	10	-	-	30,477	4.11	Westpac	JUN. 2022	-	1,090	1,476	3,609	-	27,958	-
333(ii) Road Construction	10	-	893,000	-	4.00	WATC	FEB. 2019	490,566	-	12,502	23,686	(466,880)	-	-
333(ii) Road Construction	10	-	-	466,880	4.11	Westpac	JUN. 2022	-	19,418	23,225	52,768	-	433,530	-

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

25. Borrowings (continued)

(c) Loan Liability Statement for the year ended 30 June 2019 (continued)

Particulars	Term (years)	New loans taken up 2018/19	Total up to 30/06/18	Refinance of Loans Opening Balance (i)	Rate of interest	Lender	Month & year of maturity	Principal liability 1/07/2018	Refinance Cost 18/19	Interest paid in year	Principal paid in year	Refinance of Loans Closing Balance (i)	Principal liability 30/06/2019	Principal Reimbursed
Transport continued														
335 New Pedestrian Bridge Construction	10	-	1,000,000	-	4.02	WATC	FEB. 2019	646,980	-	16,641	18,010	(628,970)	-	-
335 New Pedestrian Bridge Construction	10	-	-	628,970	4.11	Westpac	JUN. 2024	-	30,201	36,792	62,974	-	596,197	-
339 New Road Construction	10	-	1,000,000	-	2.79	WATC	FEB. 2019	728,517	-	15,748	35,645	(692,872)	-	-
339 New Road Construction	10	-	-	692,872	4.11	Westpac	APR. 2025	-	11,836	14,704	42,853	-	661,855	-
342 New Road Construction	10	-	1,000,000	-	2.65	WATC	FEB. 2019	820,488	-	14,140	41,147	(779,341)	-	-
342 New Road Construction	10	-	-	779,341	4.11	Westpac	JUN. 2026	-	5,228	16,471	32,461	-	752,108	-
343 WMC Tims Thicket	10	-	150,000	-	2.65	WATC	FEB. 2019	123,073	-	2,121	6,172	(116,901)	-	-
343 WMC Tims Thicket	10	-	-	116,901	4.11	Westpac	JUN. 2026	-	784	2,471	4,872	-	112,813	-
346 Road Construction	5	-	790,000	-	2.50	WATC	FEB. 2019	639,752	-	11,614	71,260	(568,492)	-	-
346 Road Construction	5	-	-	568,492	4.11	Westpac	MAY. 2022	-	5,276	8,576	57,838	-	515,930	-
347 MARC Carpark	5	-	600,000	-	2.50	WATC	FEB. 2019	485,888	-	8,821	54,122	(431,766)	-	-
347 MARC Carpark	5	-	-	431,766	4.11	Westpac	MAY. 2022	-	4,007	6,514	43,927	-	391,846	-
348 MPAC Forecourt	5	-	250,000	-	2.50	WATC	FEB. 2019	202,453	-	3,675	22,550	(179,903)	-	-
348 MPAC Forecourt	5	-	-	179,903	4.11	Westpac	MAY. 2022	-	1,670	2,714	18,303	-	163,270	-
352 Mandurah Marina	10	-	200,000	-	2.50	WATC	FEB. 2019	200,000	-	4,677	3,180	(196,820)	-	-
352 Mandurah Marina	10	-	-	196,820	4.11	Westpac	MAY. 2028	-	5,392	7,183	10,408	-	191,804	-
354 MARC Carpark	10	-	300,000	-	3.18	WATC	FEB. 2019	300,000	-	7,015	4,771	(295,229)	-	-
354 MARC Carpark	10	-	-	295,229	4.11	Westpac	MAY. 2028	-	8,089	10,775	15,609	-	287,709	-
357 Mandurah Foreshore Boardwalk Renewal	10	-	450,000	-	3.18	WATC	FEB. 2019	450,000	-	10,522	7,156	(442,844)	-	-
357 Mandurah Foreshore Boardwalk Renewal	10	-	-	442,844	4.11	Westpac	MAY. 2028	-	12,133	16,163	23,414	-	431,563	-
361 Smokeshed Retreat	10	-	100,000	-	3.18	WATC	FEB. 2019	100,000	-	2,338	1,590	(98,410)	-	-
361 Smokeshed Retreat	10	-	-	98,410	4.11	Westpac	MAY. 2028	-	2,696	3,592	5,206	-	95,900	-
359 New Road Construction	10	-	1,415,000	-	3.18	WATC	FEB. 2019	1,415,000	-	33,087	22,501	(1,392,499)	-	-
359 New Road Construction	10	-	-	1,392,499	4.11	Westpac	MAY. 2028	-	38,151	40,684	83,764	-	1,346,886	-
42 New Boardwalks 18/19	10	500,167	-	-	3.09	Westpac	FEB. 2022	-	-	167	-	-	500,167	-
46 Coodanup Drive - Road Rehabilitation	10	100,034	-	-	3.09	Westpac	FEB. 2022	-	-	34	-	-	100,034	-
45 Pinjarra Road Carpark	10	200,067	-	-	3.09	Westpac	FEB. 2022	-	-	67	-	-	200,067	-
39 New Road Construction 18/19	10	1,650,547	-	-	3.09	Westpac	FEB. 2022	-	-	547	-	-	1,650,547	-
		2,450,815	16,488,000	8,853,321				9,537,585	258,892	555,825	1,599,354	(8,853,321)	10,647,938	-
Other Property and Services														
272 Office Building	20	-	2,500,000	-	6.20	WATC	FEB. 2019	597,220	-	29,529	58,563	(538,657)	-	-
272 Office Building	20	-	-	538,657	4.01	Westpac	APR. 2021	-	33,418	21,283	111,252	-	460,823	-
316(i) Information Systems	10	-	100,000	-	6.20	WATC	FEB. 2019	25,319	-	1,086	3,187	(22,132)	-	-
316(i) Information Systems	10	-	-	22,132	3.91	Westpac	JUN. 2020	-	864	801	7,718	-	15,278	-
316(vi) IT Server Room Upgrade	10	-	270,000	-	6.20	WATC	FEB. 2019	68,361	-	2,714	13,031	(55,330)	-	-
316(vi) IT Server Room Upgrade	10	-	-	55,330	3.91	Westpac	JUN. 2020	-	2,335	2,382	16,413	-	41,252	-
318(i) IT Communications Equipment	10	-	400,000	-	5.54	WATC	FEB. 2019	143,660	-	4,417	23,858	(119,802)	-	-
318(i) IT Communications Equipment	10	-	-	119,802	4.04	Westpac	JUN. 2021	-	5,757	6,365	15,685	-	109,874	-
329(vii) IT Equipment	10	-	102,000	-	4.01	WATC	FEB. 2019	45,732	-	1,070	3,937	(41,795)	-	-
329(vii) IT Equipment	10	-	-	41,795	4.11	Westpac	JUN. 2022	-	1,363	1,825	5,136	-	38,021	-
330 Land Purchase	10	-	5,000,000	-	4.01	WATC	FEB. 2019	2,241,813	-	52,692	193,945	(2,047,868)	-	-
330 Land Purchase	10	-	-	2,047,868	4.11	Westpac	JUN. 2022	-	67,111	75,938	266,050	-	1,848,929	-
43 Civic Building - Tuckey Room Extension	10	500,167	-	-	3.09	Westpac	FEB. 2022	-	-	167	-	-	500,167	-
		500,167	8,372,000	2,825,584				3,122,105	110,848	200,269	718,775	(2,825,584)	3,014,344	-
Total all loans		4,651,548	49,969,000	27,216,692				29,205,032	745,332	1,588,750	4,737,226	(27,216,692)	29,864,687	-

(i) During the year, the City refinanced its borrowings previously held with Western Australian Treasury Corporation to Westpac Bank.

CITY OF MANDURAH
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FOR THE YEAR ENDED 30 JUNE 2019

26. Reserves - asset revaluations

	Opening balance 1 July 2018 \$'000	Increase during year \$'000	Decrease during year \$'000	Closing balance 30 June 2019 \$'000
Land	74,246	289		74,535
Buildings	68,849	163		69,012
Furniture and fittings	364	489		853
Plant and machinery	73	115		188
Bridges	16,837	-	-	16,837
Parks	212,239		(19,504)	192,735
Drainage	89,115	8,041		97,156
Roads, footpaths, kerbs and seals	210,360	6,661		217,021
Coastal	35,083	6,280		41,363
Cultural Centre	17,691	-	-	17,691
	<u>724,857</u>	<u>22,038</u>	<u>(19,504)</u>	<u>727,391</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

27. Reserves - cash backed

Purpose of cash backed reserves

(a) Building	Future building construction requirements.
(b) Parking	Provide additional parking areas.
(c) Asset management	Maintenance and upgrade of current infrastructure.
(d) Cultural Centre	Equipment/plant replacement for Mandurah Performing Arts Centre.
(e) Museum	Operation of museum.
(f) Property acquisition	Future property purchases.
(g) Sustainability	Development of Mandurah as a sustainable city.
(h) Aquatic and recreation centre	Future reconstruction of Mandurah Aquatic & Recreation Centre and additional swimming space.
(j) Sanitation	Future waste treatment initiatives.
(j) Community improvements	Provision of community facilities.
(k) Traffic bridge	Replacement of Mandurah traffic bridge.
(l) Tims Thicket septage	Future site restoration.
(m) Tims Thicket inert	Future site restoration and development.
(n) Inert landfill	Future site restoration and development.
(o) Road network	Future road improvement schemes
(p) Arts & crafts centre	Provision of a new art and craft facility.
(q) Sand pit restoration	Costs associated with closure of Red Road site.
(r) Interest free loans	Interest-free loans to sporting & community groups for minor capital projects.
(s) CLAG	Contiguous Local Authority Group for control of mosquitoes.
(t) Emergency relief fund	Capital grants to local emergency service groups. Availability of funds for emergencies/disaster in Mandurah.
(u) Mandurah Ocean Marina	Future maintenance/asset replacement at Mandurah Ocean Marina.
(v) Waterways	Future maintenance/asset replacement of specific waterways infrastructure.
(w) Interest on investments	Allocation for one-off purposes.
(x) Port Mandurah canals Stage 2	Future maintenance of canals.
(y) Mariners Cove canals maintenance	Future maintenance of canals.
(z) Port Bouvard canals maintenance	Future maintenance of canals.
(aa) Soccer club rooms refurbishment	Club contributions to maintain presentation and functionality of this facility.
(ab) Cash in lieu POS Contributions	Contributions received in accordance with Planning & Development Act.
(ac) Unspent grants and contributions	Operating and non-operating grants and contributions tied to future expenditure.
(ad) Long service leave	To fund long service leave liability of Council staff.
(ae) Carbon offset	To fund initiatives which provide an offset to the environmental impact of the City's waste management activities.
(af) Bushland acquisition	For purchase and protection of bushland within the City.
(ag) Equipment replacement - Port Bouvard Surf Life Saving Clubhouse	To maintain presentation and functionality of the soccer club house.
(ah) Coastal Storm Contingency	To fund restoration of storm damaged coastal infrastructure.
(ai) Equipment replacement - Bortolo Pavilion	Club contributions to maintain presentation and functionality of this facility.
(aj) Equipment replacement - Rushton Park	Club contributions to maintain presentation and functionality of this facility.
(ak) Equipment replacement - Meadow Springs Pavilion	Club contributions to maintain presentation and functionality of this facility.
(al) Digital Futures	To fund rapid response to develop, investigate or commission digital technology initiatives.
(am) Decked car park	WA Government contribution to development of decked parking facility in the CBD.
<i>Specified Area Rates (SAR):</i>	
(an) Waterside canals SAR	Maintenance of canals.
(ao) Port Mandurah canals SAR	Maintenance of canals.
(ap) Mandurah Quay canals SAR	Maintenance of canals.
(aq) Mandurah Ocean Marina SAR	Maintenance/asset replacement at Mandurah Ocean Marina.
(ar) Port Bouvard canals SAR	Maintenance of canals.
(as) Specified Area Rates - Mariners Cove	Maintenance of canals.
(at) Specified Area Rates - Eastport	Maintenance of canals.
(au) Sports Club Maintenance Levy	Maintenance of sports clubs.
(av) Business Activation	Development of Project that facilitate Economic growth
(aw) City Centre Land Acquisition Reserve	For future property purchases within the City Centre area.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
(a) Building			
Opening balance	2,288	1,563	2,481
Amount set aside / Transfer to Reserve	678	200	600
Amount used / Transfer from Reserve	(1,493)	(1,340)	(793)
	<u>1,473</u>	<u>423</u>	<u>2,288</u>
(b) Parking			
Opening balance	465	465	465
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>465</u>	<u>465</u>	<u>465</u>
(c) Asset Management			
Opening balance	2,300	2,250	3,627
Amount set aside / Transfer to Reserve	-	-	600
Amount used / Transfer from Reserve	(1,309)	(990)	(1,927)
	<u>991</u>	<u>1,260</u>	<u>2,300</u>
(d) Cultural Centre			
Opening balance	9	-	241
Amount set aside / Transfer to Reserve	250	-	-
Amount used / Transfer from Reserve	(31)	-	(232)
	<u>228</u>	<u>-</u>	<u>9</u>
(e) Museum			
Opening balance	160	160	160
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	(160)	-
	<u>160</u>	<u>-</u>	<u>160</u>
(f) Property Acquisition			
Opening balance	6,501	5,358	5,257
Amount set aside / Transfer to Reserve	827	200	1,422
Amount used / Transfer from Reserve	(3,238)	(3,090)	(178)
	<u>4,090</u>	<u>2,468</u>	<u>6,501</u>
(g) Sustainability			
Opening balance	1,010	710	710
Amount set aside / Transfer to Reserve	-	200	300
Amount used / Transfer from Reserve	(206)	(385)	-
	<u>804</u>	<u>525</u>	<u>1,010</u>
(h) Aquatic and Recreation Centre			
Opening balance	-	8	908
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	(908)
	<u>-</u>	<u>8</u>	<u>-</u>
(i) Sanitation			
Opening balance	1,238	919	1,119
Amount set aside / Transfer to Reserve	1,098	-	464
Amount used / Transfer from Reserve	(817)	(898)	(345)
	<u>1,519</u>	<u>21</u>	<u>1,238</u>

CITY OF MANDURAH

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FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
(j) Community Improvements			
Opening balance	228	200	228
Amount set aside / Transfer to Reserve	5	-	-
Amount used / Transfer from Reserve	(136)	(200)	-
	<u>97</u>	<u>-</u>	<u>228</u>
(k) Traffic Bridge			
Opening balance	319	500	319
Amount set aside / Transfer to Reserve	177	-	-
Amount used / Transfer from Reserve	-	(500)	-
	<u>496</u>	<u>-</u>	<u>319</u>
(l) Tims Thicket Septage			
Opening balance	74	74	74
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>74</u>	<u>74</u>	<u>74</u>
(m) Tims Thicket Inert			
Opening balance	102	102	102
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>102</u>	<u>102</u>	<u>102</u>
(n) Inert Landfill			
Opening balance	40	40	40
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>40</u>	<u>40</u>	<u>40</u>
(o) Road Network			
Opening balance	-	-	-
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
(p) Arts and Craft Centre			
Opening balance	230	230	230
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>230</u>	<u>230</u>	<u>230</u>
(q) Sand Pit Restoration			
Opening balance	67	67	67
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>67</u>	<u>67</u>	<u>67</u>
(r) Interest Free Loans			
Opening balance	144	156	155
Amount set aside / Transfer to Reserve	35	-	29
Amount used / Transfer from Reserve	(20)	-	(40)
	<u>159</u>	<u>156</u>	<u>144</u>
(s) CLAG			
Opening balance	23	11	17
Amount set aside / Transfer to Reserve	4	-	6
Amount used / Transfer from Reserve	-	-	-
	<u>27</u>	<u>11</u>	<u>23</u>
(t) Emergency Relief Fund			
Opening balance	3	3	3
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>3</u>	<u>3</u>	<u>3</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
(u) Mandurah Ocean Marina			
Opening balance	230	231	241
Amount set aside / Transfer to Reserve	5	-	-
Amount used / Transfer from Reserve	-	(90)	(11)
	<u>235</u>	<u>141</u>	<u>230</u>
(v) Waterways			
Opening balance	-	-	-
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
(w) Interest on Investments			
Opening balance	13	13	13
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>13</u>	<u>13</u>	<u>13</u>
(x) Port Mandurah Canals Stage 2 Maintenance			
Opening balance	80	80	80
Amount set aside / Transfer to Reserve	2	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>82</u>	<u>80</u>	<u>80</u>
(y) Mariners Cove Canals Maintenance			
Opening balance	72	72	72
Amount set aside / Transfer to Reserve	2	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>74</u>	<u>72</u>	<u>72</u>
(z) Port Bouvard Canals Maintenance			
Opening balance	226	226	226
Amount set aside / Transfer to Reserve	5	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>231</u>	<u>226</u>	<u>226</u>
(aa) Soccer Club Rooms Refurbishment			
Opening balance	29	29	29
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>29</u>	<u>29</u>	<u>29</u>
(ab) Cash in Lieu POS Contributions			
Opening balance	1,575	1,359	2,356
Amount set aside / Transfer to Reserve	12	-	99
Amount used / Transfer from Reserve	(50)	(50)	(880)
	<u>1,537</u>	<u>1,309</u>	<u>1,575</u>
(ac) Unspent Grants & Contributions			
Opening balance	3,371	8,423	4,041
Amount set aside / Transfer to Reserve	8,992	-	3,624
Amount used / Transfer from Reserve	(6,994)	(1,056)	(4,294)
	<u>5,369</u>	<u>7,367</u>	<u>3,371</u>
(ad) Long Service Leave			
Opening balance	4,452	3,691	4,140
Amount set aside / Transfer to Reserve	434	-	312
Amount used / Transfer from Reserve	-	-	-
	<u>4,886</u>	<u>3,691</u>	<u>4,452</u>

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	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
(ae) Carbon Offset			
Opening balance	132	45	132
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	(45)	-
	<u>132</u>	<u>-</u>	<u>132</u>
(af) Bushland Acquisition			
Opening balance	2,497	2,448	1,997
Amount set aside / Transfer to Reserve	557	500	500
Amount used / Transfer from Reserve	(340)	-	-
	<u>2,714</u>	<u>2,948</u>	<u>2,497</u>
(ag) Port Bouvard Surf Life Saving Clubrooms			
Opening balance	18	18	18
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>18</u>	<u>18</u>	<u>18</u>
(ah) Coastal Storm Contingency			
Opening balance	250	250	250
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>250</u>	<u>250</u>	<u>250</u>
(ai) Refurbishment Bortolo Pavilion			
Opening balance	6	6	6
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>6</u>	<u>6</u>	<u>6</u>
(aj) Refurbishment Rushton Park			
Opening balance	13	13	13
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>13</u>	<u>13</u>	<u>13</u>
(ak) Refurbishment Meadow Springs Pavilion			
Opening balance	8	8	8
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>8</u>	<u>8</u>	<u>8</u>
(al) Digital Futures			
Opening balance	116	125	116
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	(24)	(50)	-
	<u>92</u>	<u>75</u>	<u>116</u>
(am) Decked Car Park			
Opening balance	975	975	975
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>975</u>	<u>975</u>	<u>975</u>
(an) Specified Area Rates - Waterside Canals			
Opening balance	104	122	108
Amount set aside / Transfer to Reserve	2	-	3
Amount used / Transfer from Reserve	(3)	(5)	(7)
	<u>103</u>	<u>117</u>	<u>104</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
(ao) Specified Area Rates - Port Mandurah Canals			
Opening balance	447	484	369
Amount set aside / Transfer to Reserve	77	-	88
Amount used / Transfer from Reserve	(159)	-	(10)
	<u>365</u>	<u>484</u>	<u>447</u>
(ap) Specified Area Rates - Mandurah Quay Canals			
Opening balance	178	144	165
Amount set aside / Transfer to Reserve	9	-	15
Amount used / Transfer from Reserve	-	-	(2)
	<u>187</u>	<u>144</u>	<u>178</u>
(aq) Specified Area Rates - Mandurah Ocean Marina			
Opening balance	68	316	131
Amount set aside / Transfer to Reserve	2	-	382
Amount used / Transfer from Reserve	(69)	-	(445)
	<u>1</u>	<u>316</u>	<u>68</u>
(ar) Specified Area Rates -Port Bouvard Canals			
Opening balance	74	20	59
Amount set aside / Transfer to Reserve	24	-	44
Amount used / Transfer from Reserve	-	-	(29)
	<u>98</u>	<u>20</u>	<u>74</u>
(as) Specified Area Rates -Mariners Cove			
Opening balance	15	10	19
Amount set aside / Transfer to Reserve	4	-	11
Amount used / Transfer from Reserve	-	-	(15)
	<u>19</u>	<u>10</u>	<u>15</u>
(at) Specified Area Rates -Eastport			
Opening balance	12	-	12
Amount set aside / Transfer to Reserve	11	-	12
Amount used / Transfer from Reserve	-	-	(12)
	<u>23</u>	<u>-</u>	<u>12</u>
(au) Sports clubs Maintenance Levy			
Opening balance	93	-	-
Amount set aside / Transfer to Reserve	28	-	93
Amount used / Transfer from Reserve	(15)	-	-
	<u>106</u>	<u>-</u>	<u>93</u>
(av) Business Activation			
Opening balance	-	100	-
Amount set aside / Transfer to Reserve	-	-	-
Amount used / Transfer from Reserve	-	-	-
	<u>-</u>	<u>100</u>	<u>-</u>
(aw) City Centre Land Acquisition Reserve			
Opening balance	-	-	-
Amount set aside / Transfer to Reserve	3,000	3,000	-
Amount used / Transfer from Reserve	-	-	-
	<u>3,000</u>	<u>3,000</u>	<u>-</u>
Total Cash Backed Reserves	31,591	27,015	30,005
Total Summary			
Opening Balance	30,255	32,024	30,871
Transfer to Reserves	16,240	4,100	8,604
Transfer from Reserves	(14,904)	(8,859)	(9,220)
Closing Balance	<u>31,591</u>	<u>27,265</u>	<u>30,255</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
All of the above reserve fund accounts are supported by money held in financial institutions and match the amounts included as restricted cash in Note 5. Minor specific asset replacement/maintenance reserves have been merged into the Asset Management Reserve. No time period has been set for the use of the reserves.			
Summary of transfers to cash-backed reserves			
Building	678	200	600
Parking	-	-	-
Asset management	-	-	600
Cultural Centre	250	-	-
Museum	-	-	-
Property acquisition	827	200	1,422
Sustainability	-	200	300
Aquatic and recreation centre	-	-	-
Sanitation	1,098	-	464
Community improvements	5	-	-
Traffic bridge	177	-	-
Tims Thicket septage	-	-	-
Tims Thicket inert	-	-	-
Inert landfill	-	-	-
Road network	-	-	-
Arts & crafts centre	-	-	-
Sand pit restoration	-	-	-
Interest free loans	35	-	29
CLAG	4	-	6
Mandurah Ocean Marina	5	-	-
Waterways	-	-	-
Interest on Investments	-	-	-
Port Mandurah canals maintenance Stage 2	2	-	-
Mariners Cove canals maintenance	2	-	-
Port Bouvard canals maintenance	5	-	-
Soccer club rooms refurbishment	-	-	-
Cash in lieu POS contributions	12	-	99
Unspent grants and contributions	8,992	-	3,624
Long Service Leave	434	-	312
Carbon Offset	-	-	-
Bushland Acquisition	557	500	500
Port Bouvard surf club rooms	-	-	-
Coastal storm contingency	-	-	-
Refurbishment Bortolo Pavilion	-	-	-
Refurbishment Rushton Park Pavilion	-	-	-
Refurbishment Meadow Springs Pavilion	-	-	-
Digital Futures	-	-	-
Decked Car Park	-	-	-
Specified Area Rate Waterside canals	2	-	3
Specified Area Rate Port Mandurah canals	77	-	88
Specified Area Rate Mandurah Quay canals	9	-	15
Specified Area Rate Mandurah Ocean Marina	2	-	382
Specified Area Rate Port Bouvard canals	24	-	44
Specified Area Rate Mariners Cove	4	-	11
Specified Area Rate Eastport	11	-	12
Sport clubs Maintenance Levy	28	-	93
Business Activation	-	-	-
City Centre Land Acquisition Reserve	3,000	3,000	-
	<u>16,240</u>	<u>4,100</u>	<u>8,604</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

	2018/19 ACTUAL \$'000	Un-audited 2018/19 BUDGET \$'000	2017/18 ACTUAL \$'000
27. Reserves - cash backed (continued)			
<u>Summary of transfers from cash-backed reserves</u>			
Building	(1,493)	(1,340)	(793)
Asset management	(1,309)	(990)	(1,927)
Cultural Centre	(31)	-	(232)
Museum	-	(160)	-
Property acquisition	(3,238)	(3,090)	(178)
Sustainability	(206)	(385)	-
Sanitation	(817)	(898)	(345)
Community improvements	(136)	(200)	-
Traffic bridge	-	(500)	-
Interest free loans	(20)	-	(40)
Mandurah Ocean Marina	-	(90)	(11)
Cash in lieu POS contributions	(50)	(50)	(880)
Unspent grants and contributions	(6,994)	(1,056)	(4,294)
Long Service Leave	-	-	-
Carbon Offset	-	(45)	-
Bushland Acquisition	(340)	-	-
Digital Futures	(24)	(50)	-
Decked Car Park	-	-	-
Specified Area Rate Waterside canals	(3)	(5)	(7)
Specified Area Rate Port Mandurah canals	(159)	-	(10)
Specified Area Rate Mandurah Quay canals	-	-	(2)
Specified Area Rate Mandurah Ocean Marina	(69)	-	(445)
Specified Area Rate Port Bouvard canals	-	-	(29)
Specified Area Rate Mariners Cove	-	-	(15)
Specified Area Rate Eastport	-	-	(12)
Sport clubs Maintenance Levy	(15)	-	-
	<u>(14,904)</u>	<u>(8,859)</u>	<u>(9,220)</u>

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

28. Commitments for expenditure

(a) Capital expenditure commitments

At the reporting date, the City had the following contract commitments for capital projects (which have not been provided for elsewhere in the financial statements) and are due for payment within one year:

	30 June 2019 \$'000	30 June 2018 \$'000
Road construction	486	1,006
Drainage construction	59	509
Street Lighting Upgrades	86	175
Heavy Vehicles & Equipment	945	662
Mandurah Performing Arts Centre upgrades	-	125
Halls Head Ablution Block	-	-
Park and Reserve Upgrades	290	283
Light Vehicles	17	-
Upgrades to North Mandurah Community Centre	-	5
Boardwalk Renewal	75	476
Visitor Centre Upgrades	-	-
Halls Cottage Conservation Stage 3	-	-
Port Bouvard Surf Club	41	64
Building Construction	261	28
Mandurah Aquatic and Recreation Centre upgrade	7	7
Bridge Construction	-	196
Cambria Island Repair Retaining Wall	-	-
Geothermal Heating System	-	-
Waste Management Centre Upgrades	-	805
Lakelands DOS	252	206
Falcon Bay Foreshore & Seawall Upgrades	-	101
CCTV Infrastructure	-	108
Museum Courtroom Interpretation Project	12	55
Eastern Foreshore Wall	4	-
Old Mandurah Bridge	500	-
Waterfront Design Project	115	-
	3,150	4,811

(b) Lease commitments

Non-cancellable operating lease payments:

Future operating lease rentals of plant and equipment not provided for in the financial statements and subject to return at the end of lease term:

Payable - not later than 1 year	1,695	1,410
- later than 1 year but not later than 5 years	1,770	1,643
- later than 5 years	455	-
	3,920	3,053

Non-cancellable operating lease receivables:

Future operating lease rental income for generally sporting and cultural activities with lease terms of between 1 and 42 years. Lease have periodic review clauses linked to market values, consumer price index or participant numbers.

Receivable - not later than 1 year	1,738	1,670
- later than 1 year but not later than 5 years	4,121	5,206
- later than 5 years	8,524	12,347
	14,383	19,223

CITY OF MANDURAH
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FOR THE YEAR ENDED 30 JUNE 2019

29. Bonds and deposits

	Balance 1/07/18 \$'000	Amounts Received \$'000	Amounts Paid \$'000	Balance 30/06/19 \$'000
Marina pen key deposits	5	-	-	5
Maintenance bonds	758		(25)	733
Public open space contributions	693	40		733
Outstanding works	686	18		704
Kerb/verge deposits	858		(6)	852
Deposits/refunds	277		(4)	273
MARC hall deposits	43		(8)	35
Senior Citizens Centre	3	-	-	3
Rates refunds	1	-	-	1
Loan guarantee funds	-	-	-	-
Contributions to works	276	-	-	276
Hall/key deposits	24	-	-	24
Reserve/key deposits	-	-	-	-
Ranger equipment hire deposits	1	-	-	1
Library deposits	2	-	-	2
Accommodation deposits	2	-	-	2
Nomination Deposits	-			-
TOTALS	3,629	58	(43)	3,644

30. Trust funds

The City has \$12,558 held in trust for consignment and travel payments relating to monies received for bookings and sale of consignment goods by the Mandurah Visitor Centre.

Opening Balance 1 July 2018 \$'000	Receipts \$'000	Paid Out \$'000	Closing Balance 30 June 2019 \$'000
21	213	(221)	13

CITY OF MANDURAH
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31. Performance measures - financial ratios

	30 June 2019	30 June 2018	30 June 2017
(a) Current ratio	1.05	1.11	0.93
(b) Asset consumption ratio	0.73	0.73	0.72
(c) Asset renewal funding ratio	1.08	1.42	1.42
(d) Asset sustainability ratio	0.61	0.54	1.12
(e) Debt service cover ratio	2.77	2.25	3.04
(f) Operating surplus ratio	(0.17)	(0.09)	(0.11)
(g) Own source revenue coverage ratio	0.82	0.87	0.84

The above ratios are calculated as follows:

(a) Current ratio	$\frac{\text{Current assets minus restricted assets}}{\text{Current liabilities minus liabilities associated with restricted assets}}$
(b) Asset consumption ratio	$\frac{\text{Depreciated replacement cost of depreciable assets}}{\text{Current replacement cost of depreciable assets}}$
(c) Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewals over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
(d) Asset sustainability ratio	$\frac{\text{Capital renewal and replacement expenditure}}{\text{Depreciation expense}}$
(e) Debt service cover ratio	$\frac{\text{Annual operating surplus before interest and depreciation}}{\text{Principal and interest}}$
(f) Operating surplus ratio	$\frac{\text{Operating revenue minus operating expense}}{\text{Own source operating revenue}}$
(g) Own source revenue coverage ratio	$\frac{\text{Own source operating revenue}}{\text{Operating expense}}$

32. Contingent liabilities

The City has no identified contingent liabilities at the reporting date.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

33. Major land transactions

(a) Details

The City is sub-dividing land at Lots 1197 and 1200 Leisure Way, Halls Head. This development is the subject of a Business Plan approved in March 2007, a copy of which is available on request from the City's Administration Office. Preliminary design works commenced in 2006/07 and \$3.11 million has been spent for development costs to 30 June 2019.

(b) Current year transactions

	Original Project \$'000	2018/2019 Actual \$'000	Cumulative to 30 June 2019 \$'000
<u>Income</u>	13,977	1,451	4,931
<u>Expenditure</u>			
Materials & contracts			
Advertising	-	-	(38)
Project management	(345)	-	(476)
Surveying	-	-	(2)
Development and administration	(3,775)	(6)	(2,443)
Selling costs and settlement	(482)	(42)	(154)
Interest charges	(300)	-	-
Fees and taxes	(125)	-	(20)
Surplus	8,950	1,403	1,798
<u>Assets</u>			
Land - at fair value			2,155
<u>Liabilities</u>		Nil	Nil

(c) Expected future cash flows

	2019/20 \$'000	2020/21 \$'000
<u>Cash Inflows</u>		
Land sales	850	600
GST refund	-	-
	850	600
<u>Cash Outflows</u>		
Project management		
Development & administration		
Selling costs	(79)	(54)
Other Costs	(14)	(10)
	(93)	(64)
Net Cash Flows	757	536

34. Events after the reporting date

There have been no subsequent events of a material nature to report since the end of the financial year.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

35. Financial instruments

City activities expose it to financial risks including price risk, credit risk, liquidity risk and interest rate risk. The overall risk management strategy is focused on the unpredictability of financial markets and seeks to minimise the potential adverse effects on the City's financial performance.

The City does not engage in foreign currency transactions, therefore has no exposure to foreign currency risk.

Financial risk management is carried out by Financial Services section of the City's administration in accordance with policies approved by the council which provide written principles on interest rate risk, credit risk and the investment of excess liquidity.

The City held the following financial instruments as at the reporting date:

	Carrying value		Fair Value	
	2019	2018	2019	2018
	\$'000	\$'000	\$'000	\$'000
Financial assets				
Cash and cash equivalents	45,553	49,081	45,553	49,081
Receivables	8,678	8,239	8,678	8,239
Other financial assets	513	-	513	-
Loans and other receivables	-	588	-	588
	54,744	57,908	54,744	57,908
Financial liabilities				
Payables	9,026	9,367	9,026	9,367
Borrowings	29,865	29,205	29,865	29,205
Other financial liabilities	490	-	490	-
	39,381	38,572	39,381	38,572

(a) Interest rate risk management

The Council is exposed to interest rate risk, which is the risk that a financial instrument's value will fluctuate as a result of changes in market interest rates. The risk to cash and cash equivalents is that movements in interest rates will affect returns. The City manages this risk by diversifying investments with a range of maturities and types.

Borrowings are also subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. This risk is managed by borrowing over long terms and fixing the interest rate to the situation considered the most advantageous to council at the time of negotiation.

(b) Interest rate sensitivity analysis

The table below represents a summary of the interest rate sensitivity of the City's financial assets and financial liabilities at year end on the (loss)/surplus for the period and equity for a 1% change in interest rates. It is assumed that the change in interest rates is held constant throughout the reporting period.

	Carrying	-1% Change		+1% Change	
	\$'000	Loss \$'000	Equity \$'000	Loss \$'000	Equity \$'000
2019					
Financial assets					
Cash	15,418	(154)	(154)	154	154
Deposits	30,135	(301)	(301)	301	301
Other financial assets	513	(5)	(5)	5	5
	46,066	(460)	(460)	460	460
Financial liabilities					
Borrowings	29,865	299	299	(299)	(299)
Other financial liabilities	490	(1,077)	(1,077)	1,077	1,077
	30,355	(778)	(778)	778	778
Total (Increase)/Decrease	76,421	(1,238)	(1,238)	1,238	1,238
2018					
Financial assets					
Cash	7,192	(72)	(72)	72	72
Deposits	41,889	(419)	(419)	419	419
Other financial assets	-	-	-	-	-
	49,081	(491)	(491)	491	491
Financial liabilities					
Borrowings	29,205	292	292	(292)	(292)
Other financial liabilities	-	-	-	-	-
	29,205	292	292	(292)	(292)
Total (Increase)/Decrease	78,286	(199)	(199)	199	199

(c) Security price market risk management

Security price market risk is the risk that the capital value of an investment may fluctuate due to changes in market prices whether these changes are caused by factors specific to individual financial instruments or their issuers or factors affecting similar instruments traded in a market.

The City manages this risk to its cash and cash equivalents by diversifying its portfolio, only purchasing investments with high credit ratings or capital guarantees.

The City entered into a long-term borrowing at a variable(floating) rate and swapped into a fixed rate lower than the variable rate available if the City borrowed at a fixed rate directly at the time.

Interest rate swaps currently in place total 40% of the variable loan principal (in 2018 there were neither interest rate swaps or borrowings at a variable rate). The fixed interest rate of the swap is 2.05% and the variable rate of the loan at the end of the reporting period was 1.595% which was 0.595% above the 90 day bank bill rate which was 1.0% at the end of the reporting period.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

35. Financial instruments (continued)

(d) Credit risk management

Credit risk is the risk of financial loss to the City if a customer or counterparty to a financial instrument fails to meet its contractual obligations. The risk arises principally from cash, cash equivalents, trade and other receivables.

(e) Cash and cash equivalents

The City manages the risk to its cash and cash equivalents by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

(f) Trade Receivables

The City's major receivables comprise rates annual charges and user fees and charges. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

Credit risk on rates and annual charges is minimised by the ability of the City to recover these debts as a secured charge over the land, that is, the land can be sold to recover the debt. The City is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

The level of outstanding receivables is reported to Council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2018 or 1 July 2019 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of ratepayers and residents to settle the receivables. Housing prices and unemployment rates have been identified as the most relevant factor in repayment rates, and accordingly adjustments are made to the expected credit loss rate based on these factors. There are no material receivables that have been subject to a re-negotiation of repayment terms.

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for rates receivable. No expected credit loss was forecast on 1 July 2018 or 30 June 2019 for rates receivable as penalty interest applies to unpaid rates and properties associated with unpaid rates may be disposed of to recover unpaid rates.

	Current	More than 1 year past due	More than 2 years past due	More than 3 years past due	Total
30 June 2019					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	293,146	258,970	248,585	2,494,377	3,295,078
Loss allowance	0	0	0	0	0
01 July 2018					
Rates receivable					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	0.00%
Gross carrying amount	258,970	248,585	246,538	2,181,829	2,935,922
Loss allowance	0	0	0	0	0

The loss allowance as at 30 June 2019 and 1 July 2018 (on adoption of AASB 9) was determined as follows for sundry receivables.

	Current	Less than 30 days past due	Less than 60 days past due	Less than 90 days past due	More than 90 days past due	Total
30 June 2019						
Sundry Receivables						
Expected credit loss	0.42%	2.18%	7.04%	11.24%	100%	
Gross carrying amount	\$ 679,670	\$ 43,225	\$ 27,926	\$ 3,586	\$ 77,237	\$ 831,644
Loss allowance	\$ 2,855	\$ 942	\$ 1,966	\$ 403	\$ 77,237	\$ 83,403
01 July 2018						
Sundry Receivables						
Expected credit loss	1.30%	3.96%	6.69%	10.07%	100%	
Gross carrying amount	\$ 642,757	\$ 114,808	\$ 17,741	\$ 23,157	\$ 215,929	\$ 1,014,393
Loss allowance	\$ 8,336	\$ 4,548	\$ 1,187	\$ 2,332	\$ 215,929	\$ 232,332

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

35. Financial instruments (continued)

(g) Liquidity risk management

Liquidity risk is the risk that there are insufficient funds on hand to meet payment obligations as they fall due.

Payables and borrowings are both subject to this risk. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms may be extended if required.

Liquidity and interest risk table

The following table sets out the carrying amount, by maturity, of the City's financial instruments that are exposed to interest rate and liquidity risk:

	2019	Weighted average rate %	Floating interest rate \$'000	Fixed Interest Rate Maturity			Non interest bearing \$'000	Total \$'000
				Less than 1 year \$'000	1 to 5 years \$'000	More than 5 years \$'000		
Financial assets								
Cash and cash at bank		0.75	15,147	-	-	-	12	15,159
Deposits		2.25	259	28,976	1,159	-	-	30,394
Receivables		-	-	-	-	-	8,678	8,678
Other financial assets		-	-	-	-	-	513	513
Total financial assets			15,406	28,976	1,159	-	9,203	54,744
Financial liabilities								
Borrowings		3.51	29,865	-	-	-	-	29,865
Payables		-	-	-	-	-	9,026	9,026
Other financial liabilities		-	-	-	-	-	490	490
Total financial liabilities			29,865	-	-	-	9,516	39,381
2018								
Financial assets								
Cash at bank		0.95	6,894	-	-	-	21	6,915
Deposits		2.52	533	41,633	-	-	-	42,166
Receivables		-	-	-	-	-	8,239	8,239
Loans and other receivables		-	-	-	-	-	588	588
Total financial assets			7,427	41,633	-	-	8,848	57,908
Financial liabilities								
Borrowings		3.62	-	-	16,075	13,130	-	29,205
Payables		-	-	-	-	-	9,367	9,367
Other financial assets		-	-	-	-	-	-	-
Total financial liabilities			-	-	16,075	13,130	9,367	38,572

(h) Fair value of financial instruments

The aggregate net fair values and carrying amounts of financial assets and financial liabilities are disclosed in the statement of financial position and the notes to the financial statements.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

36. Fair value measurements

(i) Assets measured at Fair Value

Fair Value as at 30 June 2019	Note	Level 1 (Significant observable inputs)	Level 2 (Significant other observable inputs)	Level 3 (Significant unobservable inputs)	Total
Non-Financial Assets	12	\$'000	\$'000	\$'000	\$'000
Land		-	76,015	16,680	92,695
Buildings		-	1,037	153,957	154,994
Furniture and fittings		-	-	2,268	2,268
Plant and Machinery		-	6,301	6,278	12,579
Bridges		-	-	64,290	64,290
Parks		-	-	162,718	162,718
Roads, footpaths, kerbs and seals		-	-	344,148	344,148
Drainage		-	-	137,062	137,062
Marina		-	-	-	-
Coastal & Estuary		-	-	53,364	53,364
Land improvements		-	5,775	-	5,775
Total		-	89,128	940,765	1,029,893

There were no transfers between Levels 1, 2 or 3 during the period.

(ii) Valuation techniques to derive Level 2 fair values

The fair value of the City's Land, Buildings, Furniture and Fittings and Plant and Machinery has been arrived at on the basis of a valuation carried out by Griffin Valuation Advisory independent valuers. They have appropriate qualifications and recent experience in the valuation of properties in the relevant locations.

Level 2 fair values of Land, Buildings and Plant and Machinery are derived using the market approach that reflects recent transaction prices for similar assets. This method of valuation takes into consideration factors such as location, zoning, land area, development potential, topography, and current market conditions. In estimating the fair value of the properties, the highest and best use of the properties is their current use. The most recent valuation was performed in June 2019.

(iii) Valuation techniques to derive Level 3 fair values

In the absence of market based evidence due to the specialised nature of some non-financial assets, these assets are considered to be at Level 3 of the fair value hierarchy using a cost approach or market approach adjusted for restrictions. These restrictions have been placed on their use and disposal when they are not determined to be surplus requirements. These restrictions are imposed by virtue of the assets being held to deliver a specific community service and the Local Government Act 1995.

The fair value of the City's unit rates for Roads, footpaths, kerbs and seals, Drainage, Parks, Bridges and Coastal and Estuary assets have been arrived at on the basis of a valuation carried out by Aquent Consulting Pty Ltd ("Aquent"). They have appropriate qualifications and recent experience in the valuation of infrastructure assets. The most recent valuation was performed in June 2018.

(iv) Valuation process

There were no changes to the valuation techniques during the period.

No transfers between the different levels of the fair value hierarchy have occurred. Transfers between levels will occur where inputs used in making individual asset and liability fair value measurements no longer satisfy the current level of classification.

Fair values for specialised Buildings, Plant and Equipment and Infrastructure assets is determined by reference to the cost of replacing the remaining future economic benefits embodied in the asset, that is depreciated replacement cost. The depreciated replacement cost approach considers the cost to reproduce or replace similar assets with an asset in new condition, less an amount for depreciation in the form of accrued physical wear and tear, economic and functional obsolescence.

Fair value for land is based on market value, by either using market evidence of sales of comparable land that is unrestricted less restoration costs to return the site to a vacant and marketable condition (low restricted use land), or comparison with market evidence for land with low level utility (high restricted use land).

Significant level 3 inputs used by the City are derived and evaluated as follows:

Costs per square metre floor area (m2)

Costs ascribed to various building components have been based on Rawlinsons Australian Construction Handbook and the Ralph Beattie Bosworth Compendium. All building and improvement values have been calculated from a Perth based construction rate with an appropriate district allowance applied to each location.

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

36. Fair value measurements (continued)

Consumed economic benefit/obsolescence of asset

These are estimated by Griffin Valuation Advisory, Aqunta Consulting, the City's in-house civil engineers and technical staff.

Land with restricted utility

Fair value for land is determined by comparison with market evidence for land with low level utility. Relevant comparators of land with low utility are selected by Griffin Valuation Advisory.

Master unit rates

Fair value of Parks, Drainage, Roads, Footpaths, Kerbs and Seals are estimated using current replacement cost based on master unit rates. The rates were determined by independent valuers Aqunta Consulting Pty Ltd during the most recent valuation. The assets were disaggregated to an appropriate component level to ensure reliable measure of cost and service capability and deterioration of estimated useful Life.

Aqunta derived its rates from its internal database, rates for construction of similar assets and supplier quotations where required. The rates were increased by an appropriate percentage to allow for project overheads.

(iv) Information about significant unobservable inputs (Level 3) in fair value measurements

Description and fair value as at 30 June 2019 \$'000	Valuation Technique(s)	Significant unobservable inputs	Range of significant unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Land (\$16,680)	Market Approach	Selection of Land similar approximate utility	\$4.59 - \$993.38 per square metre	Higher value of similar land increases estimated fair value.
Buildings (\$153,957)	Depreciated Replacement Cost	Historical cost per square metre floor area Consumed economic benefit/obsolescence of asset	The diversity of the various assets in this class make it difficult to provide meaningful information in a summarised format. (a) 2.83% per year	Higher historical cost per m2 increases fair value Greater consumption of economic benefit or increased obsolescence lowers the fair value.
Furniture and fittings (\$2,268)	Depreciated Replacement Cost	Historical cost per unit Consumed economic benefit/obsolescence of asset	Individual rates per item over a wide range of items - \$1,500 - \$100,000 7.79% per year	Higher historical cost per unit increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.
Plant and Machinery (\$6,278)	Depreciated Replacement Cost	Historical cost per unit Consumed economic benefit/obsolescence of asset	Individual rates per item over a wide range of items - \$1,500 - \$450,000 9.21% per year	Higher historical cost per unit increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

36. Fair value measurements (continued)

Description and fair value as at 30 June 2018 \$'000	Valuation Technique(s)	Significant unobservable inputs	Range of significant unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Bridges (\$64,290)	Depreciated Replacement Cost	Aqunta Consulting valuation cost per unit (i) Consumed economic benefit/obsolescence of asset	Individual rates per item over a range of items \$150,000 - \$44,000,000 1.01% per year	Higher historical cost per unit increases fair value Greater consumption of economic benefit or increased obsolescence lowers the fair value.
Parks (\$162,720)	Depreciated Replacement Cost	Aqunta Consulting Valuation unit rates (i) Consumed economic benefit/obsolescence of asset	The diversity of the various assets in this class make it difficult to provide meaningful information in a summarised format. (a) 4.96% per year	Higher unit rates increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.
Roads, Footpaths, Kerbs and Seals (\$344,148)	Depreciated Replacement Cost	Aqunta Consulting Valuation unit rates (i) Consumed economic benefit/obsolescence of asset	Road pavement - \$34.92 per square metre Road surface/seal - \$4.09 - \$99.40 per square metre Kerb - \$38.76 - 45.34 per lineal metre Footpaths - \$37.43 - \$2,498.10 per square metre Bus stop shelters - measured at cost. 1.86% per year	Higher unit rates increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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36. Fair value measurements (continued)

Description and fair value as at 30 June 2018 \$'000	Valuation Technique(s)	Significant unobservable inputs	Range of significant unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Drainage (\$137,062)	Depreciated Replacement Cost	Aqunta Consulting Valuation unit rates (i) Consumed economic benefit/obsolescence of asset	Pipes - \$126.32 - \$934.05 per lineal metre Access chambers - \$277.48 - \$345.16 per square metre Collection pits - \$285.99 - \$8,318.37 per item Water quality devices - \$46,381.50 per item 1.25% per year	Higher unit rates increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.

Description and fair value as at 30 June 2018 \$'000	Valuation Technique(s)	Significant unobservable inputs	Range of significant unobservable inputs (weighted average)	Relationship of unobservable inputs to fair value
Coastal & Estuary (\$53,364)	Depreciated Replacement Cost	Aqunta Consulting Valuation unit rates (i) Consumed economic benefit/obsolescence of asset	Boat Ramps - \$1,429.88 - \$2,394.78 per square metre Jetties - \$993.54 - \$4,226.17 per square metre Boardwalks - \$886.63 - \$2,498.10 per square metre Seawalls - \$899.44 - \$5,186.53 per lineal metre 2.20% per year	Higher unit rates increases fair value. Greater consumption of economic benefit or increased obsolescence lowers the fair value.

(i) The Aqunta unit rates utilised a number of inputs that require judgement and are therefore unobservable including number of labour hours, material and plant usage quantities and estimates of overheads.

(a) The diversity of the numerous assets in these classes make it difficult to provide meaningful information in a summarised format. Parks comprises of outdoor playing surfaces, irrigation (bores and reticulation), park furniture, play grounds, sculptures, art, shelters, fencing, garden beds, landscaping, signage and lighting. These assets have multiple components comprising different unit rates and useful lives and as such, an average could be misleading.

Buildings comprises of toilet blocks, community and town halls, administration buildings, theatres and heritage buildings. These assets have multiple components comprising different unit rates and useful lives and as such, an average would be misleading. If estimated costs used in level 3 fair value calculations were 10% higher or lower, the fair value of these assets would increase or decrease by :

Description	\$'000
Land	1,668
Buildings	15,396
Furniture and fittings	227
Plant and machinery	628
Bridges	6,429
Parks	16,272
Roads, footpaths, kerbs and seals	34,415
Drainage	13,706
Coastal & Estuary	5,336

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019**

36. Fair Value Measurements (continued)

(vi) Fair value measurement using significant unobservable inputs (Level 3)

	Land	Buildings	Furniture and fittings	Plant and machinery	Parks	Drainage	Roads, footpaths, kerbs and seals	Bridges	Marina	Coastal and Estuary	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Opening balance 1 July 2018	15,180	153,175	1,845	7,561	186,805	130,308	338,655	64,993	1,347	47,308	947,177
Additions		6,488	1,450	2,462	8,135	1,128	9,424	232		1,138	30,457
Revaluation increments/(decrements) recognised in Profit and Loss		-		-	-	-	-	-	-	-	-
Revaluation increments/(decrements) recognised in Other Comprehensive Income	1,676	(811)	(562)	(214)	(19,504)	8,041	6,661	-	(1,347)	7,627	1,567
Transfer (to)/from Level 2		265	-	(2,897)	-	-	-	-	-	-	(2,632)
Reclassification		(327)	-	345		-	(133)	(197)	-	-	(312)
Disposals	(176)	(118)	(20)	(442)	(1,134)	(72)	(629)		-	(310)	(2,901)
Depreciation expense	-	(4,715)	(445)	(537)	(11,584)	(2,342)	(9,830)	(738)	-	(2,399)	(32,590)
Fair value at end of period	16,680	153,957	2,268	6,278	162,718	137,062	344,148	64,290	-	53,364	940,766
Total gains or losses for the period included in profit or loss, under "Other gains"	-	-	-	-	-	-	-	-	-	-	-
Change in unrealised gains or losses for the period included in profit or loss for assets held at the end of the reporting period	-	-	-	-	-	-	-	-	-	-	-

Revaluation is recognised in the current year as infrastructure additions are valued at current unit rates based on current valuations.

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT FOR THE YEAR ENDED 30 JUNE 2019

37. Related Party Transactions

(a) Subsidiaries

The City has no subsidiaries, joint venture or associate investments.

(b) Key management personal compensation

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel (KMP). Details of persons holding the position of Councillors or other members of key management personnel at any time during the year are:

Councillors

Rhys Williams	Full Year
Fred Riebeling JP	Full Year
Darren Lee	Full Year
Lynn Rodgers	Full Year
Merv Darcy	Full Year
Shane Jones	Full Year
Ron Wortley	Full Year
Caroline Knight	Full Year
Peter Jackson	Full Year
Dave Schumacher	Full Year
Matt Rogers	Full Year
Peter Rogers	Full Year
Tahlia Jones	Part Year

Chief Executive Officer and other Key Management Personnel

Position	Name
Chief Executive Officer	Mark Newman
Director Works & Services	Allan Claydon
Director Sustainable Development	Tony Free
Executive Manager Strategy & Business Performance	Graeme Davies
Executive Manager Finance and Governance	David Prattent
Executive Manager Development & Compliance	Brendan Ingle
Executive Manager Strategic Recreation & Events	Craig Johnson
Executive Manager Engineering Services	Matthew Hall

(c) Key management personal compensation

The total remuneration paid to KMP during the year is as follows:

	2019	2018
Description	\$'000	\$'000
Short Term Economic Benefits	2,365	1,948
Post-Employment Benefits	194	158
Long-Term Benefits	46	26
Termination Benefits	-	512
Total	2,605	2,644

Short-term employee benefits

These amounts include all salary, paid leave, fringe benefits and cash bonuses awarded to KMP including details in respect to fees and benefits paid to elected members which may also be found at Note 18.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the City's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits including the non-current entitlement to LSL accruing during the year.

Termination benefits

These amounts represent termination benefits paid to KMP during the year.

CITY OF MANDURAH

**NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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(d) Transactions with other related parties

Description		2019 \$'000	2018 \$'000
Fees and charges charged to associates		-	-
# Fees and charges charged to entities controlled by key management personnel		1	2
Infrastructure contributions from entities controlled by key management personnel		-	-
Employee expenses for close family members of key management personnel		-	-
Purchase of materials and services from entities controlled by key management personnel		-	-

#The City leases a house to Westaus Crisis and Welfare Inc., a not-for-profit organisation over which some of the Council's key management personnel have significant influence. The charges to Westaus were consistent with Council's schedule of fees for community organisation.

(e) Outstanding balances

The City has no balances currently outstanding for key management personnel or other related parties

(f) Loan and Guarantees to/from related parties

The City does not make loans to or receive loans from related parties. No guarantees have been provided.

(g) Commitments to/from other related parties

The City has no outstanding commitments to/from other related parties

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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38. New accounting standards and interpretations for application in future years

The AASB has issued a number of new and amended Accounting Standards and Interpretations that have mandatory application dates for future reporting periods, some of which are relevant to the City.

This note explains management's assessment of the new and amended pronouncements that are relevant to the City, the impact of the adoption of AASB 15 *Revenue from Contracts with Customers*, AASB 16 *Leases* and AASB 1058 *Income for Not-for-Profit Entities*. These standards are applicable to future reporting periods and have not yet been adopted.

(a) Revenue from Contracts with Customers

The City will adopt AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. In accordance with the transition provisions AASB 15, the City will adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019. In summary the following adjustments are expected to be made to the amounts recognised in the Statement of Financial Position at the date of initial application (1 July 2019):

	Note	AASB 118 carrying amount 30 June 2019 \$'000	Reclassification \$'000	AASB 15 carrying amount 01 July 2019 \$'000
Contract assets		-	-	-
Contract liabilities - current				
Unspent grants, contributions and reimbursements		-	3,530	3,530
Adjustment to retained surplus from adoption of AASB 15	38(d)		(3,530)	3,530

The reclassification arises due to result of the City not meeting the specific performance obligations as required in AASB 15, consequently the amount is recognised in liabilities rather than revenue.

(b) Leases

The City will adopt AASB 16 retrospectively from 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions of AASB 16, the City has applied this Standard to its leases retrospectively, with the cumulative effect of initially applying AASB 16 recognised on 1 July 2019. In applying the AASB 16 under the specific transition provisions chosen, the City will not restate comparatives for prior reporting periods.

On adoption of AASB 16, the City will recognise lease liabilities in relation to leases which had previously been classified as an operating lease applying AASB 117. These lease liabilities will be measured at the present value of the remaining lease payments, discounted using the lessee's incremental borrowing rate on 1 July 2019. The weighted average lessee's incremental borrowing rates applied to the lease liabilities on 1 July 2019 is 4%.

	Note	2019 \$'000
Operating lease commitments disclosed as at 30 June 2019		3,920
Lease liability recognised as at 1 July 2019		
Discounted using the City's incremental borrowing rate of 4%.	38(d)	3,053
Right-of-use asset recognised as at 1 July 2019		3,053
Low-value leases recognised on a straight-line basis as an expense		537

On adoption of AASB 16, the City will recognise a right-of-use asset in relation to a lease which had previously been classified as an 'operating lease' applying AASB 117. The right of use of asset is to be measured at the carrying amount of lease liability as of 1st July 2019, being the date of initial application. Property, plant and equipment increases by \$3.05 million on 1 July 2019 resulting in no impact on retained earnings on 1 July 2019.

On adoption of AASB 16 Leases (issued February 2016), for leases which had previously been classified as an 'operating lease' when applying AASB 117, the City is not required to make any adjustments on transition for leases for which the underlying asset is of low value. Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with Financial Management Regulation 17A (5).

In applying AASB 16 for the first time, the City will use the following practical expedient permitted by the standard.

"- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application."

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2019

38. New accounting standards and interpretations for application in future years

(c) Income For Not-For-Profit Entities

The City will adopt AASB 1058 *Income for Not-for-Profit Entities* (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Shire will adopt the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. Comparative information for prior reporting periods shall not be restated in accordance with AASB 1058 transition requirements.

In applying AASB 1058 retrospectively with the cumulative effect of initially applying the Standard on 1 July 2019 changes will occur to the following financial statement line items by application of AASB 1058 as compared to AASB 1004 Contributions before the change:

		AASB 1004 carrying amount		AASB 1058 carrying amount
	Note	30 June 2019	Reclassification	01 July 2019
		\$	\$	\$
Trade and other payables		9,026	3,231	12,257
Adjustment to retained surplus from adoption of AASB 1058	38(d)		(3,231)	

Prepaid rates are, until the taxable event for the rates has occurred, refundable at the request of the ratepayer. Therefore the rates received in advance give rise to a financial liability that is within the scope of AASB 9. On 1 July 2019 the prepaid rates will be recognised as a financial asset and a related amount recognised as a financial liability and no income recognised by the City. When the taxable event occurs the financial liability will be extinguished and the City will recognise income for the prepaid rates that have not been refunded.

Assets that were acquired for consideration, that were significantly less than fair value principally to enable the City to further its objectives, may have been measured on initial recognition under other Australian Accounting Standards at a cost that was significantly less than fair value. Such assets are not required to be remeasured at fair value.

Volunteer Services in relation to Volunteer Fire Services will be recognised in budgeted revenue and expenditure as the fair value of the services can be reliably estimated and the services would have been purchased if they had not been donated.

(d) Impact of changes to Retained Surplus

The impact on the City of the changes as at 1 July 2019 is as follows:

	Note	Adjustments	2019
			\$'000
Retained surplus - 30 June 2019			276,818
Adjustment to retained surplus from adoption of AASB 15	38 (a)	(3,530)	
Adjustment to retained surplus from adoption of AASB 16	38 (b)	-	
Adjustment to retained surplus from adoption of AASB 1058	38 (c)	(3,231)	(6,761)
Retained surplus - 01 July 2019			270,057

39. Change in accounting policy

On the 26 June 2018 Paragraph 17A (5) was inserted into Local Government (Financial Management) Regulations 1996. The regulation stated an asset is to be excluded from the assets of a local government if the fair value of the asset at the date of acquisition by the local government is under \$5,000.

The adoption of the regulation constitutes a change in accounting policy. Due to the effect on the financial statements not being material, the City did not retrospectively apply the changes in accounting policy arising from the new regulations and has not restated the comparative figures.



City of Mandurah

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14 **SUBJECT:** City of Mandurah Strategic Community Plan 2020-2040
 CONTACT OFFICER/S: Craig Johnson / Graeme Davies
 AUTHOR: Thamali Wickremanayake

Summary

In September 2017, Council adopted the City of Mandurah Strategic Community Plan 2017-2037.

In line with the requirements of the Western Australian Government's Integrated Planning and Reporting Framework (IPRF) the Plan was due for a desktop review in June 2019. In late 2018, the City of Mandurah launched one of its biggest community engagement initiatives to date, Mandurah Matters. In order to ensure the outcomes of Mandurah Matters was incorporated in to our strategic direction for the future, the City undertook a major review of the Plan, in place of a desktop review, during the 2019/20 financial year.

The Mandurah Matters engagement process commenced by asking the community what matters to them, with over 1,600 people contributing to Mandurah's shared vision. During the first stage, survey responses helped to define the four key focus areas. In the second stage, these focus areas were explored in workshops, and the results laid the ground work for stage three - the Future of Mandurah Summit. At this Summit a group of delegates worked together to develop Mandurah's Story, which formed the basis of our shared vision and the current priorities of the Mandurah community. Community feedback in conjunction with Council direction has now shaped the new 20 Year Strategic Community Plan 2020-2040.

The process from here is for Council to endorse the draft Plan (Attachment 1) to be advertised for public comment for a period not less than four weeks. Following the public comment period, a report will be presented to Council for final approval.

Council is requested to endorse the Strategic Community Plan 2020-2040 to be made available for public comment, and note that the final Plan will be presented to Council for approval following the public comment period.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.13/9/17 12 September 2017 Council approved the City of Mandurah Strategic Community Plan 2017-2037 for adoption and public release.
- G.56/6/17 27 June 2017 Council endorsed the Strategic Community Plan 2017-2037 to be made available for public comment.
- G.31/7/15 28 July 2015 Council received the City of Mandurah Strategic Community Plan 2013-2033 Desktop Review.
- G.40/4/13 23 April 2013 Council adopted the City of Mandurah Strategic Community Plan 2013-2033.

The Mandurah Matters process was one of its biggest community engagement initiatives ever undertaken for Mandurah. At the heart of the project, the City wanted to find out what drives our people and community, and what is important to them. More than 1,600 people were directly engaged and have contributed to Mandurah's shared vision, a vision about what Mandurah will look and feel like in years to come. The first stage of the process helped to define the four key focus areas;

- Economy
- Social
- Health
- Environment

As the engagement progressed, these focus areas were explored in a series of workshops. During these workshops, the community discussed what they wanted Mandurah to be known for. These conversations laid the ground work for the Future of Mandurah Summit which was held in February 2019. At the Summit, a group of delegates worked together to develop Mandurah's Story and this story has formed the basis of the community's shared vision.

The Community's Vision

Outlined below is the community's vision that was created through the Mandurah Matters process;

"We are built in nature - a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured; where business in the community can thrive and entrepreneurship is celebrated.

We will be the place where a thriving regional city and the heart of a village meet.

This is our Mandjoogoordap."

Community Priorities & Strategic Objectives

Diagram 2 below shows the relationship between the Place Aspiration, Place Vision, Community Narrative, the Key Focus Areas and the Community Outcomes that form the foundations of the new 20 Year Strategic Community Plan.

Diagram 3 following details the objectives that have been developed in order to realise the community outcomes. The delivery of these objectives is everyone's responsibility and will require contributions from both State and Federal Governments, local business and not-for-profit clubs and groups, the broader Mandurah community as well as the City of Mandurah itself.

Community Priorities

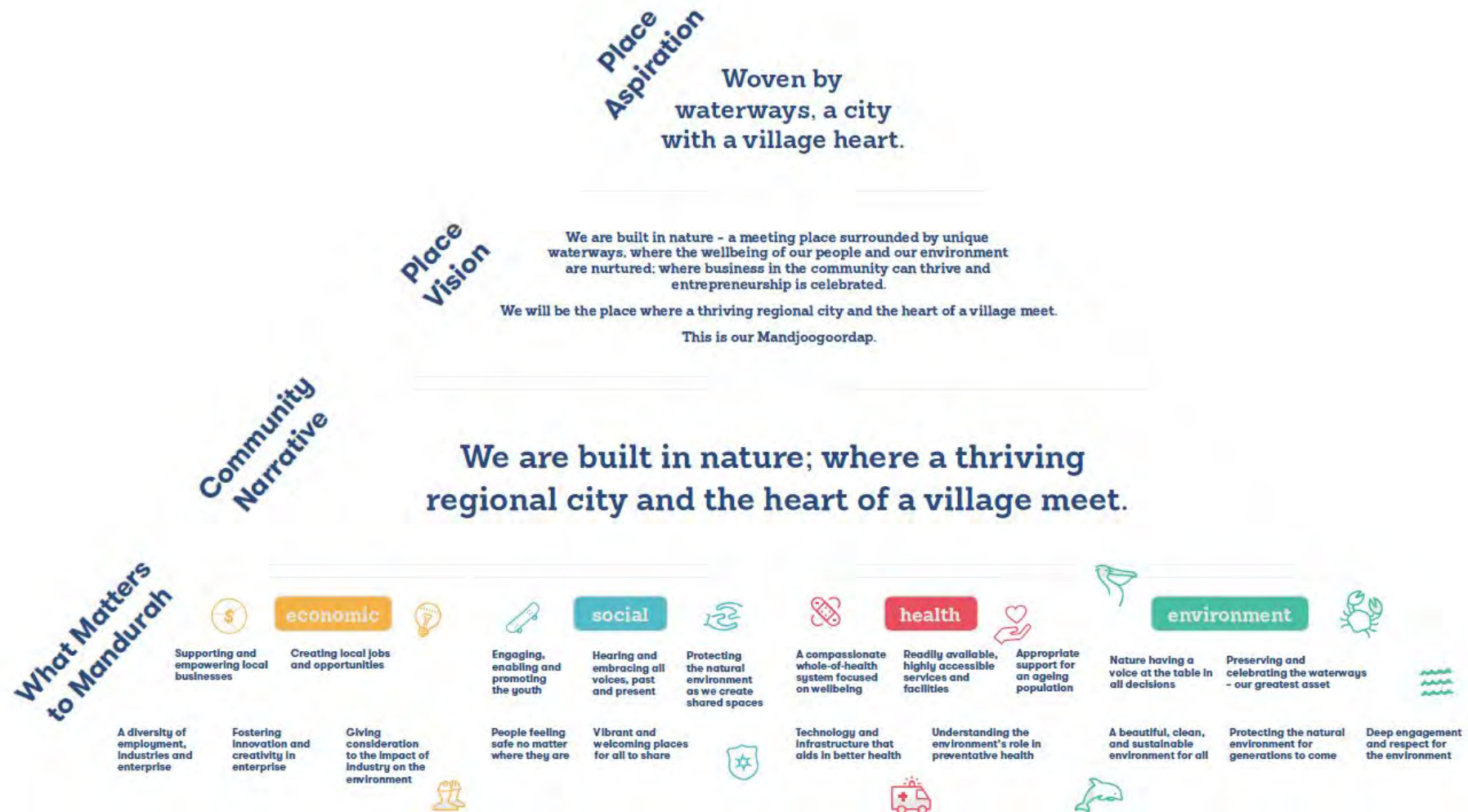


Diagram 2 – Community Priorities

Strategic Objectives

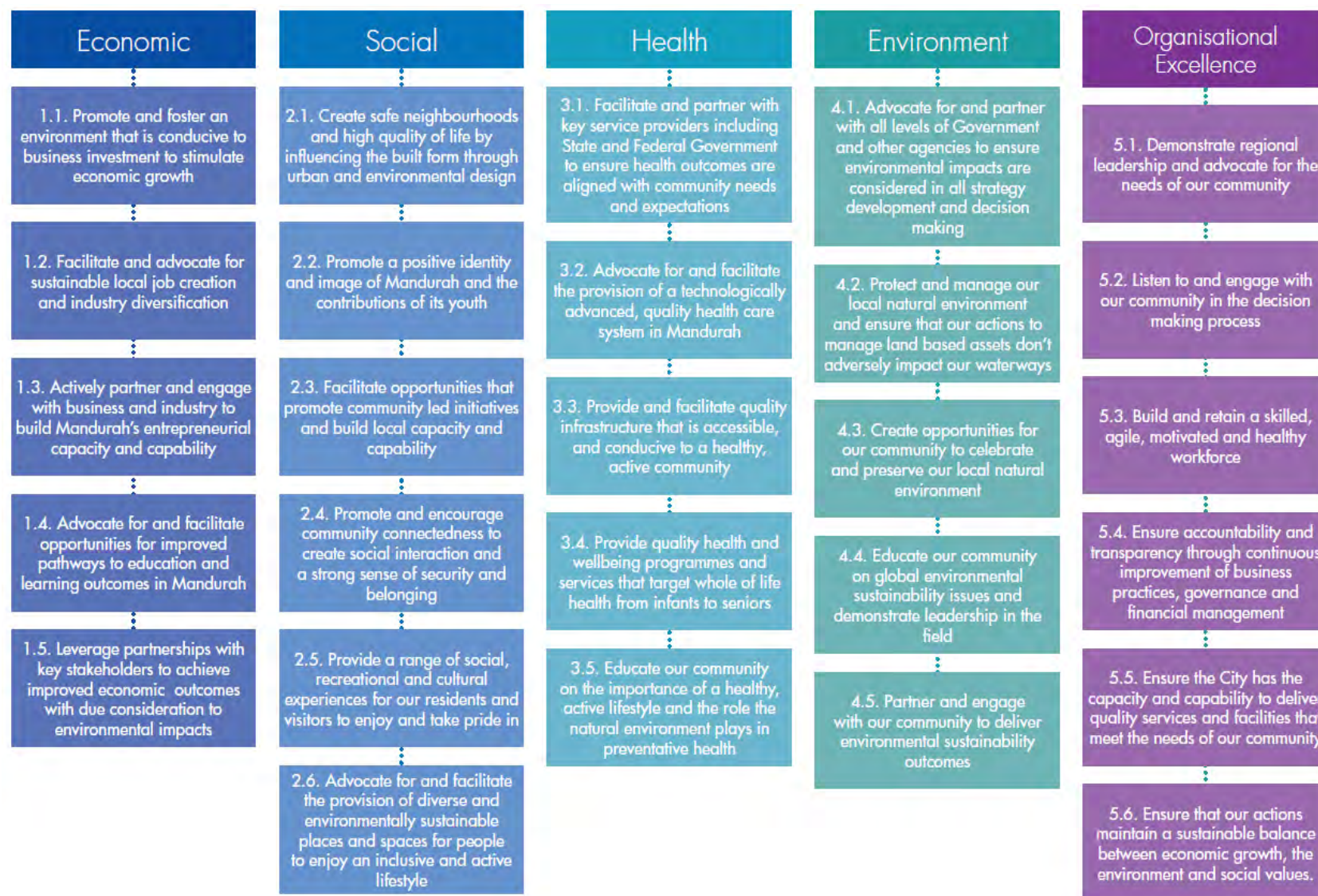


Diagram 3 – Strategic Objectives

Next Steps

Once endorsed by Council, the draft Strategic Community Plan, will be available for public comment for a period of not less than four weeks.

Taking into account all of the community feedback received during the public comment period, an updated plan will then be presented to Council for final approval and adoption.

The City will use its business planning process to transform the community's priorities outlined in the Strategic Community Plan into detailed projects, activities and actions that will be prioritised and delivered through the Long-Term Financial Plan. The detailed actions will be incorporated in the City's 4-Year Corporate Business Plan, which will indicate how projects and actions will be resourced, and when we will deliver results. The City's Corporate Business Plan 2020-2023 will be presented to Council prior to July 2020 for adoption.

The measures of success identified in the Strategic Community Plan will be reported on annually, in the City's Annual Report, and will be reflected in a Quarterly Community Scorecard.

Consultation

More than 1,600 people contributed to Mandurah's shared vision. Over a period of five months, the community was engaged in a number of ways, including but not limited to;

- In person at events, shopping centre's etc.
- Via an online or physical survey
- Social media, namely Facebook
- Video content
- Postcards to those that own property in Mandurah but don't live here
- Radio
- Local newspapers
- Out of home advertising

The approach was very flexible and at each stage in the process City officers assessed a number of different aspects, including but not limited to;

- Is a cross section of the community providing feedback, in line with the demographics of Mandurah?
- Who is missing from the conversation? i.e. local business/big business/government agencies/ sections of the community etc.
- What are the themes in regard to feedback?

The engagement process

The engagement consisted of three stages.

Stage One: Discuss (October – December 2018)

Help develop a shared vision for Mandurah. Get involved, fill in the survey, share thoughts or host your own conversation.

- Pop up engagement – 22 different events visited around the City
- 'Vonnie the Visioning Van' – travelled 1,750 km
- Survey – 1,682 people responded
- Conversation Kits – 23 conversations conducted with approximately 200 people

Stage Two: Explore (January – February 2019)

Explore what matters most to the community. Think tanks with experts, exploring focus areas.

- 4 workshops based on the themes that had emerged from Stage One;
 - Economic

- Social
- Health
- Environment

Stage Three: Act (23 February 2019)

The Future of Mandurah Summit - community representatives attended with the objective of creating a shared future vision and action plan for Mandurah.

The City engaged a Consultant to facilitate the workshops and the Summit event. In addition, an online survey tool was trialled by the City to capture and analyse survey data and to facilitate the presentation of the information in real-time dashboards.

Statutory Environment

As part of the Western Australian Government's local government reform program, introduced in 2010/11, all Western Australian Councils were required to prepare and implement an Integrated Planning and Reporting Framework (IPRF) by 30 June 2013. The IPRF consists of a Strategic Community Plan, a Corporate Business Plan and a Long-Term Financial Plan, and is to be informed by a combination of extensive community engagement and existing Council strategies and plans.

Furthermore, all WA Councils are required to periodically review their Strategic Community Plans. The Department of Local Government has stipulated that a minor (desktop) review of the Strategic Community Plan (SCP) should be undertaken every two years, with a major (full) review to be conducted every four years. The four-year review is a long term visioning process and should involve community engagement.

The draft Plan has to be available for public comment for a duration specified by the Council. This is a check in process and not a fresh engagement.

The IPRF Advisory Standard sets out three levels of achievement – Achieving Standard, Intermediate Standard and Advanced Standard. The City has reached the advanced standard in terms of community engagement and is currently working towards reaching the same in terms of connecting all of the activities and services that are delivered by the City with the community's vision, aspirations and objectives, and the emphasis placed on relevant external factors, including relevant plans of State and Commonwealth agencies when preparing the Strategic Community Plan.

Policy Implications

N/A

Economic Implications

The *Strategic Community Plan 2020-2040* informs and guides the City's decision-making processes, including the planning and implementation of its Long-Term Financial Plan, and its Annual Budget.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Identity:

- Encourage active community participation and engagement.

Organisational Excellence:

- Listen to and engage with our community;

- Ensure the City has the capacity and capability to deliver services and facilities that meet community expectations;
- Deliver excellent governance and financial management.

Conclusion

As part of the Western Australian Government's Integrated Planning and Reporting Framework (IPRF) requirements, all WA local governments are required to periodically review their Strategic Community Plans, with a desktop review every two years and a full review every four years. The purpose of this report is to ensure that the City meets its IPRF requirements.

In April 2013, Council adopted the City of Mandurah Strategic Community Plan 2013-2033, which took effect in July 2013.

In line with the IPRF requirements the City undertook a major review four years later resulting the adoption of the City of Mandurah Strategic Community Plan 2017-2037 in September 2017. The Plan was due for a desktop review in June 2019.

Mandurah Matters – one of the City's biggest community engagement initiatives was launched in late 2018. In order to ensure the outcomes of Mandurah Matters was incorporated in our strategic direction the City undertook a major review of the Plan, in place of a desktop review, during the 2019/20 financial year.

Council is requested to endorse the Strategic Community Plan 2020-2040 to be made available for public comment, noting that a further report will be presented to Council at the end of the public comment period to formally adopt the 20 Year Strategic Community Plan 2020-2040.

NOTE:

- Refer **Attachment 1** **20 Year Strategic Community Plan 2020-2040** (draft for public comment)

RECOMMENDATION

That Council:

1. **Endorses the Strategic Community Plan 2020-2040 to be made available for public comment.**
2. **Notes that a further report will be presented to Council at the end of the public comment period, for final adoption of the 20 Year Strategic Community Plan 2020-2040.**

mandurah }
MATTERS

**a shared vision
for our future**

The City of Mandurah would like to acknowledge the Bindjareb people – the traditional custodians of this land - and pay respect to all Elders, past and present.

We wish to acknowledge and respect their continuing culture and the contribution they make to the life of this city and the region.

I've never lived anywhere where the people have such a sense of care and pride of where they live.



Thanks to the community for your participation

This document has been prepared based on the input and support of many people in our community and we wish to acknowledge all of you for your participation in Mandurah Matters and look forward to all of us continuing to support and deliver our community vision and aspiration.

Throughout the campaign we had 22 pop up events at different venues around the City, over 1600 people responded to the survey, 23 conversation kits with over 200 people engaged, 4 workshops each focused on one of the key four themes, and two final summit workshops.

A message from the mayor

In late 2018, the City of Mandurah launched one of its largest community engagement initiatives to date, Mandurah Matters. At the heart of the conversation was asking residents what matters to Mandurah and how do we create a shared vision and aspiration that will guide the next twenty years of decision making for our Council and community.

It was important that we involved our community throughout the journey. We began the conversation with focused workshops based on key themes from the Mandurah Matters survey. We travelled over 1700 kms with “Vonnie” our visioning van having conversations in parks, on boats, at festivals and in cafes. During this time we collected over 2000 pieces of information with great ideas, thoughts and energy.

We then held a community workshop that culminated in the final vision and aspiration being created and began the conversations in regards to how, as a community and Council we will deliver on this vision.

A smaller working group then approved the final vision and aspiration for Mandurah.

During this process there were some clear themes that developed. The themes were environment, economy, social, and health, these four focus areas will be what our Council will use to guide our decision making over the next 20 years.

The Strategic Community Plan is an important piece of work and has been a great collaboration between our community and the Council. We need to continue to work together to ensure we achieve our aspiration to be a thriving regional city with the heart of a village and a place we are really proud to call our meeting place, our Mandjoogordap.

Rhys Williams, Mayor of Mandurah

On behalf of the Council
I would like to thank the
Mandurah community
for creating a shared
vision and aspiration for
Mandurah.



What matters to you

Mandurah Matters was one of our largest community engagement projects undertaken.

The City wanted to ensure that we had the community at the centre of developing this future vision via a citizen led engagement programme. Through this need the Mandurah Matters campaign was established. As the elected representative body closest to the community, the Council is best placed to engage with our community directly in a conversation about their aspirations for the future of Mandurah, and work as facilitators on their behalf to see this vision come to fruition.

Stage one Discuss

What matters to you
matters to Mandurah



Objective

Prioritising & vision setting

Activities

Surveys, hosted conversations, social media, visioning van at parks and events

Stage two Explore



Objective

Deep diving into focus areas and creating the focus for the action plan

Activities

Four think tanks that are separated by topic with an 'expert' invited in to expand knowledge before moving into building the focus for the future

Stage three Act



Objective

Build a joint community/ government action plan

Activities

Future of Mandurah summit
Community Summit event

Stage four Commit



Objective

Start putting the plan into action

Activities

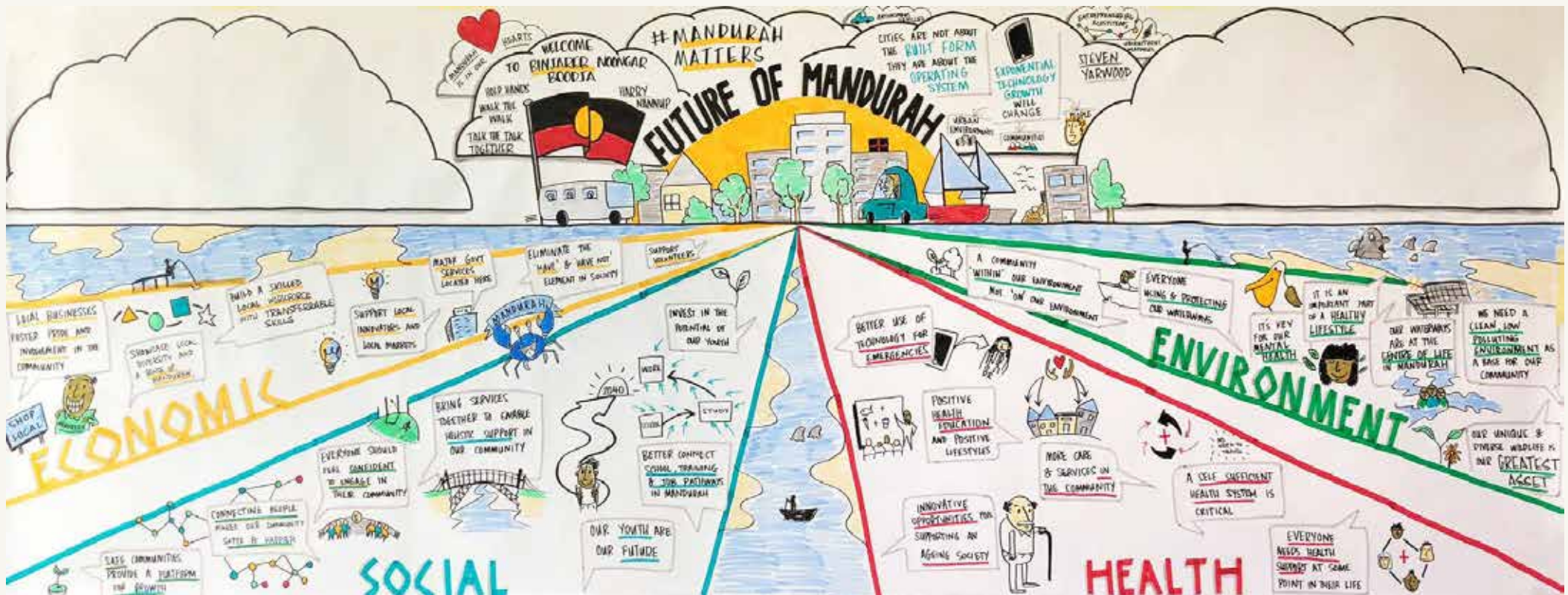
Strategic Community Plan signed off and next steps agreed

Stage five Deliver



Objective

Work with community to deliver the plan



Artwork created during Community Summit as conversations were happening

This story forms the basis of our shared vision

We are built in nature - a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured; where business in the community can thrive and entrepreneurship is celebrated.

We will be the place where a thriving regional city and the heart of a village meet.

This is our Mandjoogoordap.

Woven by waterways, a city with a village heart

At a glance

The City of Mandurah covers 173 square kilometres, is 50km long yet only 8km wide (at its widest point), and stretches from Madora Bay and Lakelands in the north to Herron and Clifton in the south. The first people known to have inhabited the area were the Binjareb tribe of the Bibbulmun Nation. The locality then was known as Mandjoogoordap, which translates as 'meeting place of the heart'. After European settlement the name was adapted to Mandurah. Modern-day Mandurah was founded in 1830 when Englishman Thomas Peel brought 400 immigrants, equipment and stores to Western Australia in exchange for a grant of land. The area remained isolated during these early years and into the 1850s, when convict labour was used to build local roads. The only way to cross the estuary until 1894 was by ferry punt. Mandurah continued to expand slowly over the years, and at the turn of the twentieth century, it began to emerge as a tourist town, with fishing and crabbing its major attraction. Mandurah's main industries at the time were fishing and fruit growing, with several fish canning factories also in operation.

Today, Mandurah is no longer geographically isolated, located 74km south of Perth by road and less than 50 minutes to Perth by rail. Until recently, Mandurah was one of Australia's fastest growing cities, having experienced more than half a century of phenomenal growth, from a seaside village of less than 2000 residents in 1954 to a city in excess of 85,000 in 2018. Mandurah's current annual (2017/18) growth rate is 1.3%, with five-year average growth (2014-18) of 1.5% (Source: Australian Bureau of Statistics; Regional Population Growth, Australia; 27 March 2019). Mandurah is currently Western Australia's 11th largest local government in population terms, and is the largest regional city in Western Australia.

External influences and challenges

Mandurah today faces a range of challenges. These include:

- High unemployment and under-employment, and low labour force participation;
- Lack of employment self-containment (residents who work locally);
- Limited education and training outcomes;
- Entrenched social disadvantage;
- Lack of industry diversity;
- Environmental challenges (e.g. waterways health);
- Ability to attract and retain young people;
- Lack of affordable housing.

Demographics

Expected change in household type 2016 - 2036

Current population: 85,302

(ABS Regional Population Growth Australia - Released 27/03/2019)

Children (0-9 yrs)



12.6%
of the population

Youth (10-19 yrs)



11.6%
of the population

Aged (65 and over)



21.9%
of the population

Forecast population in 2036: 119,877

(Population and household forecasts, 2016 to 2036, prepared by .id, the population experts, October 2017.)

Children (0-9 yrs)



12.2%
of the population

Youth (10-19 yrs)



11.6%
of the population

Aged (Over 65 yrs)



24.4%
of the population

Median age: 43 years old*

Number of families*



22,213

Couple families with children*



37.2%

Average number of children per family*



1.8

Average number of people per household*



2.4

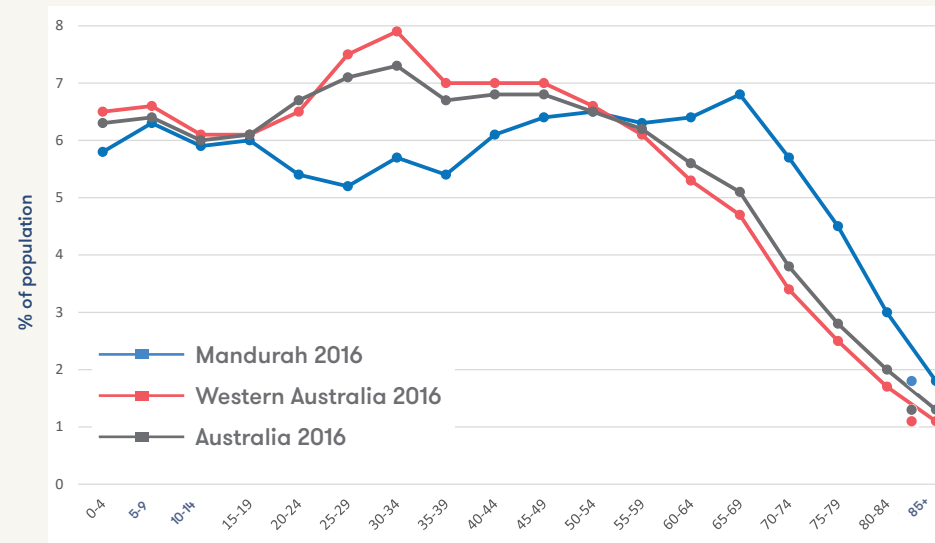


Lone person household*
25.6%



One parent family*
16.1%

Mandurah's age structure: a comparison*



Born overseas: 34.5%



People who speak a language other than English at home*

8.8%

People (15 years and over) who have completed secondary schooling*



39.4%

Percentage of population with University or other Tertiary Qualification



35.7%

Percentage of population 15 years and over attending University or other tertiary institution*



8.8%



Employment

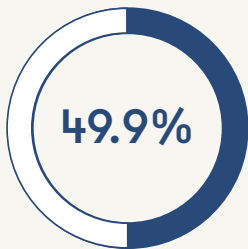


Labour Force **

38,777

Number of unemployed: 2,591**

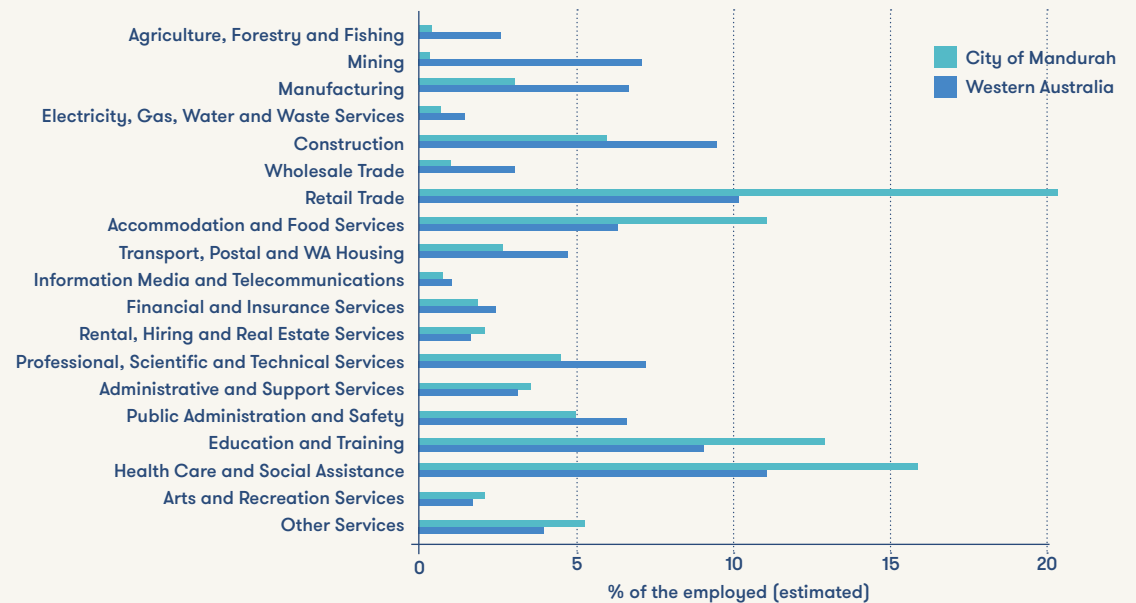
Unemployed rate: 6.7%**



% of Mandurah resident workers
employed in Mandurah (2016 Census)

** Department of Employment; Small Area Labour Markets Australia;
March quarter 2019

Mandurah's Main Employment Industries



Source: .id the population experts

Mandurah itself is such an inclusive space, it is accepting of everyone.



Median weekly rent

\$320



Median monthly mortgage repayments

\$1,820

Number of private dwellings (ID Forecast)

2016: 2036:

41,252

58,443

Median weekly household income

\$1,162

Dwellings with 4 or more bedrooms
(average 3.3 bedrooms per dwelling)

49%

Existing dwellings which are separate houses in Mandurah

81.6%

Source: Australian Bureau of Statistics; 2016 Census

Business



Number of local businesses*

4,581



Largest industry sector by business counts

Construction

Largest industry sector by number of employees

Retail Trade

Gross Regional Product

\$3.33 billion (JUNE 2018)

Environment



Waste diversion from landfill

24%



% of clean energy used by the City of Mandurah

19%



City's carbon foot print

14,318 tonnes CO²e- per year

Sports and Recreation



Hectares of public open space

2,181



Hectares of public open space per 1000 people

25.5

20 YEAR STRATEGIC COMMUNITY PLAN

Outlines the community's aspirations and vision.

Economic

Growing our economy

Social

Creating a better community

Health

Creating a healthy community

Environment

Nature has a voice at the table in all decisions

Underpinned by

Organisational Excellence

City of Mandurah being a high performing organisation

INFORMATION INTO THE PROCESS

- Community vision and aspiration
- Long Term Financial Plan
- Workforce Plan
- Asset Management Plans
- Issue Specific Strategies
- Federal and State Government Strategies
- Local and Regional Planning Strategies
- External Influences (Government, Regulatory, Competitive)
- Emerging Trends/Best Practice
- Community Perceptions Survey
- Performance Results

integrated planning and reporting framework

4 YEAR CORPORATE BUSINESS PLAN

Describes how the City will implement the vision.

Management and implementation:

- 1 Year Operational Plans
- Annual Budgets
- Performance Measurement Framework

DELIVERY OF SERVICES AND PROGRAMS

- Measuring
- Reporting
- Performance

The City of Mandurah follows the Integrated Planning and Reporting Framework (IPRF) set out by the Department of Local Government, Sport and Cultural Industries.

The objective of the approach is to create a process of continuous improvement in local government strategic planning.

Keeping in line with the requirements of the IPRF, Mandurah's first Strategic Community Plan 2013-2033 was adopted in April 2013. A desktop review was undertaken in June 2015, two years after adoption, followed by a major review in the 2016/17 financial year, four years after adoption, resulting in the Mandurah Strategic Community Plan 2017-2037. The City undertook a review of this Plan in the 2018/19 financial year to develop the current Strategic Community Plan 2020-2040.

The community's aspiration and vision, determine the City's direction and operations now and into the future. The recent review of the Plan included a renewed long term visioning process, and extensive community engagement.

The 20 Year Strategic Community Plan 2020- 2040 is informed by a combination of community engagement priorities, Council's long-term vision and a range of informing strategies. It is also impacted by a range of external and internal strategies and plans, including those by the Federal and State Government.

Outcomes of the Strategic Community Plan will be incorporated into the City of Mandurah's Four Year Corporate Business Plan. The Corporate Business Plan will outline specific detailed actions to be undertaken by the City, and will inform existing Council plans such as asset management plans, financial plans, workforce plans, annual budgets, land use and business plans.

Under IPRF requirements, the City will continue to undertake a major review of the 20 Year Strategic Community Plan every four years from its implementation. This review will include community engagement.

We have such beautiful natural resources and we can capitalise on that.



The Community Priorities

The real potential is in what comes next. We want to ensure people can continue to collaborate on how they believe they can contribute to the future of Mandurah. This is our community's vision.

How it all comes together





Focus Area 1: Economic

Community Outcomes	<ul style="list-style-type: none"> • Supporting and empowering local businesses • Creating local jobs and opportunities • Fostering innovation and creativity in enterprise • A diversity of employment, industries and enterprise • Giving consideration to the impact of industry on the environment 				
Objectives As a community we:	1.1. Promote and foster business investment aimed at stimulating economic growth	1.2. Facilitate and advocate for sustainable local job creation and industry diversification	1.3. Actively partner and engage with business and industry to build Mandurah's entrepreneurial capacity and capability	1.4. Advocate for and facilitate opportunities for improved pathways to education and learning outcomes in Mandurah	1.5. Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts
Measures of Success	<ol style="list-style-type: none"> 1. Number of new businesses and industries created in Mandurah and Murray 2. Mandurah's unemployment rate (improvement relative to WA and National unemployment rates) 3. Access to education and training opportunities Performance Index Score 4. Access to employment opportunities Performance Index Score 5. Gross Regional Product 6. Percentage of population with University or other Tertiary Qualification 				
Supporting Strategies	<ul style="list-style-type: none"> • Mandurah and Murray: a Shared Economic Future • Mandurah Foreshore Focus 2020 Vision • Property Strategy • Local & Inclusive Purchasing Strategy 2019 – 2029 • Events Strategy 2019-2023 				

Focus Area 2: Social

Community Outcomes	<ul style="list-style-type: none"> • Engaging, enabling and promoting youth • People feeling safe no matter where they are • Hearing and embracing all voices • Vibrant and welcoming places for all to share • Protecting the natural environment as we create shared spaces 					
Objectives As a community we:	2.1. Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design	2.2. Promote a positive identity and image of Mandurah and the contributions of its youth	2.3. Facilitate opportunities that promote community led initiatives and build local capacity and capability	2.4. Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging	2.5. Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in	2.6. Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle
Measures of Success	<ol style="list-style-type: none"> 1. Safety and security Performance Index Score 2. City of Mandurah as a place to live Performance Index Score 3. Festivals, events, art and cultural activities Performance Index Score 4. SEIFA Score 5. Median weekly household income 6. % of over 15 year olds doing voluntary work through an organisation or group 					
Supporting Strategies	<ul style="list-style-type: none"> • Community Safety & Crime Prevention Strategy 2017-22 • Social Infrastructure Plan 2013-2043 (Reviewed 2017) • Mandurah Active Recreation Strategy 2015-2025 • Skate and BMX Strategy 2021 					





Focus Area 3: Health

Community Outcomes	<ul style="list-style-type: none"> • A compassionate, interconnected whole of health system • Technology and infrastructure that aids in better health • Readily available, highly accessible services and facilities • Appropriate support for an ageing population • An understanding of the importance of a protected natural environment in preventative health 				
Objectives As a community we:	3.1. Facilitate and partner with key service providers including State and Federal Government to ensure health outcomes are aligned with community needs and expectations	3.2. Advocate for and facilitate the provision of a technologically advanced, quality health care system in Mandurah	3.3. Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community	3.4. Provide quality health and wellbeing programmes and services that target whole of life health from infants to seniors	3.5. Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community
Measures of Success	<ol style="list-style-type: none"> 1. Access to health and community services Performance Index Score 2. Facilities, services and care available for seniors Performance Index Score 3. % of adults¹ smoking (lower than or equal to WA rate) 4. Risky/high risk drinking for long term harm (lower than or equal to WA rate) 5. % Insufficient physical activity (lower than or equal to WA rate) 6. % of obese² adults (lower than or equal to WA rate) 7. % of adults with current mental health problem³ (lower than or equal to WA rate) 				
Supporting Strategies	<ul style="list-style-type: none"> • Public Health Plan 2019-2022 (In draft) • Access and Inclusion Plan 2015-2020 • Integrated Transport Strategy (Currently in draft) 				

¹ aged 16 years and over

² BMI of 30+ = obese

³ Diagnosed by a doctor with a stress related problem, depression, anxiety or any other mental health problem in the last 12 months.

Focus Area 4: Environment

Community Outcomes	<ul style="list-style-type: none"> • Nature having a voice at the table in all decisions • A beautiful, clean, and sustainable environment for all • Preserving and celebrating the waterways - our greatest asset • Protecting the natural environment for generations to come • Deep engagement and respect for the environment 				
Objectives As a community we:	4.1. Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making	4.2. Protect and manage our local natural environment and ensure that our actions to manage land based assets don't adversely impact our waterways	4.3. Create opportunities for our community to celebrate and preserve our local natural environment	4.4. Educate our community on global environmental sustainability issues and demonstrate leadership in the field	4.5. Partner and engage with our community to deliver environmental sustainability outcomes
Measures of Success	<ol style="list-style-type: none"> 1. Conservation and environmental management Performance Index Score 2. The management of coastal and estuary areas Performance Index Score 3. Phosphorus load reduction in estuary 4. Growth in tree canopy coverage (%) 5. Average residential scheme water consumption per household (lower than or equal to WA rate) 6. Average residential energy use per household (lower than or equal to WA rate) 				
Supporting Strategies	<ul style="list-style-type: none"> • Biodiversity Strategy 2018 • Climate change adaptation strategy • Environmental Planning Strategy - Clearing Permits and Environmental offset 2017 				



Underpinned by

Focus Area 5: Organisational Excellence (This is what the City of Mandurah commits, to support delivery)

Community Outcomes	<p>An organisation that:</p> <ul style="list-style-type: none"> • makes a difference through questioning, challenging and building resilience (COURAGE) • engages the community through collaboration, understanding and inclusiveness (CONNECTED) • embraces ideas and opportunities to shape an inspiring, diverse and dynamic community (INNOVATIVE) • upholds and protects our community through honesty, fairness and empathy (INTEGRITY) • delivers on its commitments to make a difference in our community (EXCELLENCE) 				
Objectives As a city we:	5.1. Demonstrate regional leadership and advocate for the needs of our community	5.2. Listen to and engage with our community in the decision making process	5.3. Build and retain a skilled, agile, motivated and healthy workforce	5.4. Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management	5.5. Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values
Measures of Success	<ol style="list-style-type: none"> 1. Debt Service Cover Ratio 2. Operating Surplus Ratio 3. How the community is consulted about local issues Performance Index Score 4. Council's leadership Performance Index Score 5. Customer service Performance Index Score 6. The City has developed and communicated a clear vision for the area Performance Index 				
Supporting Strategies	<ul style="list-style-type: none"> • Strategic Community Plan 2020 - 2040 • Corporate Business Plan 2020 - 2024 • Long term financial plan • Asset Management Strategy 2017 (Currently being reviewed) • Workforce Plan 2018-2022 • Local Planning Strategy • Customer Service Strategy 2017/20 • Digital Strategy 2016-2020 • Mobility Strategy 2016-2020 • Reconciliation Action Plan 2019-2022 • Community Engagement strategy 2017-2020 				

Resource Capacity and Capability

In a dynamic community such as Mandurah, where population growth continues and demographics change, it is essential that the City has the resource capacity and capability to deliver a wide range of services and community infrastructure. This would ensure that Mandurah continues to be a great place to live and work. In order to understand its forward requirements, the City has developed, and continuously reviews, a Workforce Plan, Asset Management Plans and a Long Term Financial plan.

The City regularly reviews each of its major asset categories, such as buildings, roads, and parks and reserves, and plans the future resources required to maintain them in good condition. These asset plans inform the City's long term financial planning and provide an essential input into the direction of revenue and expenditure policies. In conjunction with other plans which identify the need to provide new community infrastructure and expanded services to meet the demands of a growing community, the City's long term financial plan also provides an assessment of the extent to which the City can meet its future financial challenges.

The key financial issue for Mandurah is managing the competing resource requirements between funding the management of its existing stock of assets and meeting the demand for new community infrastructure and expanding services along with input from the community. The long term plan helps the City identify and provide for the priorities which help achieve a balance between these two issues. It is important, however, that there is a regular review of financial plans as the City continues to grow and demand priorities change.

Risk Management

The City recognises that as a public authority, it is exposed to a broad range of risks which, if not properly managed, could adversely impact on the organisation. In response, the City has implemented a risk management framework to identify and address areas of potential risk to the City. The system adopted is consistent with the International Standard ISO 31000:2018 risk management guidelines.

A range of activities have been implemented to embed risk management principles into the organisation, including risk management awareness training for all staff, utilisation of the Risk Register, and improving the quality of risk management plans for major events, projects and grant funding submissions.

Regular updates are provided to Council on the City's risk management and occupational health and safety performance.



How will we deliver our Strategic Community Plan?

The Mandurah Strategic Community Plan 2020-2040 needs to be delivered by all of us in partnership with each other, and all three levels of government.

The City of Mandurah will use its business planning process to transform the community's priorities outlined in the 20 Year Strategic Community Plan to detailed projects, activities and actions that will be prioritised and delivered through the long term financial plan. These will be reflected in the City's Four-Year Corporate Business Plan along with indications of how projects and actions will be resourced, and when we will deliver results.

Actions set out in the corporate Business Plan will be monitored quarterly to ensure that the City delivers on what we have planned, and the identified performance measures will be monitored and reported on annually.

The City's role in delivering the Strategic Community Plan is to ensure that it provides strong leadership to the broader community, and that the City itself is a high performing organisation.

As we work towards a shared vision, in the process of achieving community outcomes, the City of Mandurah, other government agencies, private institutions and/or community members may at any time undertake any of the following;

- **Provide:** responsible for the planning and delivery of a service (this will include but not be limited to terms such as create, build, deliver, engage, demonstrate, ensure, foster, educate, encourage, leverage etc.)
- **Partner with:** formally engage with other organisation(s) to deliver a service
- **Fund:** provide funds to other organisations to deliver a service e.g. Grants
- **Facilitate:** bring interested parties together to deliver a service
- **Advocate:** promote the interests of the community to other decision-making organisations – e.g. State and Federal Government

The Strategic Community Plan will be reviewed every four years (a minor/desktop review will be undertaken every two years), and the Corporate Business Plan will be reviewed annually.

15	SUBJECT:	Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels
	CONTACT OFFICER:	Casey Mihovilovich
	AUTHOR:	Tahlia Jones

Summary

At the Special Council Meeting held on 29 October 2019, Council resolved to appoint Elected Members to advisory groups, external agencies, working groups and panels that were considered critical in nature. Appointments to these groups were either for a two-month period ending December 2019 or for a period of two-years ending 15 October 2021. These appointments included groups whereby an external organisation had requested nominations, where there was a statutory requirement or considered necessary for Elected Member involvement.

Following the Special Council Meeting, a Council workshop was held in November 2019 to enable new and existing Elected Members to further consider whether Elected Member representation was required on advisory groups, external agencies, working groups and panels. City officers have taken the feedback from Council and have made recommendations regarding the representation of each group.

Council is now requested to:

- Resolve to disband the Mandurah Roadwise Committee and the Crab Fest Working Group;
- Note that Elected Member attendance is no longer recommended for the five waterways committees including Eastport Canal, Mandurah Quay, Mariner's Cove Canal, Port Bouvard Canal and Waterside Canal Waterways Advisory Group;
- Note that appointment is not recommended, at this stage, to the Community Assistance Grants Scheme, whilst a review is being undertaken and City officers will present the findings at a future Council workshop;
- Appoint Elected Members to the remainder of the advisory groups, external agencies, working groups and panels as outlined in **Attachment 1**.

For information purposes, and to assist Elected Members in the appointing process, the previous memberships of these bodies has been set out in **Attachment 1**.

Disclosure of Interest

Nil.

Previous Relevant Documentation

- SP.3/10/19 29/10/2019 Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels
- SP.5/10/17 31/10/2017 Appointment of Elected Members to advisory groups and external agencies.
- G.15/2/17 14/02/2017 Development Assessment Panels (JDAP): Local Government

Background

Appointments to advisory groups, external agencies, working groups and panels expire at the time of an ordinary local government election. At the Special Council meeting held on 29 October 2019, Council resolved to:

- Appoint Elected Members to advisory groups established by Council, working groups and panels where representation by Council is required for a term of two months, expiring 31 December 2019;

- Appoint Elected Members to advisory groups where there is a statutory requirement, for a term of two-years, expiring 15 October 2021;
-
- Endorse the Mandurah Bush Fire Advisory Committee Terms of Reference;
- Appoint Elected Members to external organisations where nominations have been requested or representation by Council is required for a term of two-years, expiring 15 October 2021;
- Endorse the Advisory Groups and Committees Terms of Reference; and
- Appoint Community Members to Advisory Groups and Committees for a term of two years, expiring 15 October 2021.

Comment

At its Special Council Meeting held on 29 October 2019, Council appointed Elected Members to the advisory groups, working groups and panels where it was identified that representation was considered critical for a period of two years until 15 October 2021 or for two months until 31 December 2019. For those groups that were not considered critical for appointment or were unlikely to hold a meeting during November and December, no Elected Member appointment was made.

This approach to appoint on a temporary basis provided an opportunity for the existing and newly established Council to review the Council established advisory groups, working groups and panels and consider Council's representation on external agencies. A workshop was held in November 2019 to review the advisory groups, external agencies, working groups and panels where Council is represented and discuss the nature of these groups and whether Elected Member participation would be required in the future.

As a result of this process Elected Members are now requested to consider the appointment of Elected Members to the applicable groups. For those advisory groups, working groups and panels whereby Elected Members were appointed at the Special Council Meeting for a two month period, the recommendation contained within this report retains the same membership for Council consideration. These appointments will be until 15 October 2021. Council may wish to alter these appointments.

An overview of the advisory groups, external agencies, working groups and panels that require Elected Member appointment, is set out in **Attachment 1**. The attachment includes the Elected Members that were previously appointed.

Waterways Advisory Groups

Due to the operational nature of the City's waterways advisory groups, it is proposed, that the groups continue to function as advisory committees, however without Elected Member participation. Noting that Elected Members may attend from time to time as required or if any invitation is extended to an Elected Member on a particular occasion.

The waterway advisory committees are listed below:

- Eastport Canal Waterways Advisory Group
- Mandurah Quay Waterways Advisory Group
- Mariner's Cove Canal Waterways Advisory Group
- Port Bouvard Canal Waterways Advisory Group
- Waterside Canal Waterways Advisory Group

Crabfest Working Group

At this time it is proposed that the internal Crab Fest Working group be disbanded. A presentation to Council will be made following the delivery of the major event detailing the economic impact of the event on the local economy.

Mandurah Roadwise Advisory Group

The Mandurah RoadWise Advisory Group was formed in 1997 in response to an initiative that was first endorsed by Council in 1994. The original initiative was to form an alliance between the local government and the community to reduce road trauma. Since that inception, the State Government has formalised a RoadWise Program which is funded through speeding and red-light camera fines plus vehicle licencing fees.

Over a number of years, the Mandurah Roadwise Advisory Group has been observed to be moving from a volunteer, community engagement group to a more general discussion group that is updated on initiatives the City is undertaking.

Now that the State Government has a more strategic approach to road safety programs and provides dedicated officers across the regions, it is recommended that the Mandurah RoadWise Advisory Group is no longer relevant to the City and should be disbanded. This City will continue to maintain the initiatives and activities associated with the State Government RoadWise Program and update Council accordingly.

Community Assistance Grants Scheme

The governance structure for the grants scheme and the associated policy is currently under review by the relevant City officers. A Council workshop in relation to the grants scheme and a further report will be presented to Council in early 2020, including a proposed structure for administering community assistance grants. Further to this, the community assistance grants scheme budget has been fully expended for the 2019/2020 year.

All appointments to advisory groups, external agencies, working groups and panels do not bind the Council to any decision that is made by that advisory group, external agency, working group or panel. These are not a committee of Council and do not have any authority to make any Council decision.

Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position. Therefore, any matter that requires a decision by Council will need to go to an Ordinary or Special Council Meeting for a decision.

Consultation

A Council workshop was held in November 2019 to consider the advisory groups, working groups and panels.

Statutory Environment

Local Government Act 1995

Policy Implications

Nil.

Economic Implications

The City's RoadWise Program has an annual budget of \$36,500 which provides for a dedicated casual Administration Officer, costs associated with education and awareness programs such as Blow Zero Hero and the solar speed radar signs; plus events such as Blessing of the Roads and Road Ribbon for Road Safety Awareness Program. This budget is administered at officer level and it is proposed to continue with that arrangement in order to quantify the effort and expenditure directly related to RoadWise and road safety programs.

Risk Analysis

Nil.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Organisational Excellence:

- Demonstrate regional leadership and advocacy.
- Listen to and engage with our community.

Conclusion

Council is requested to:

- Resolve to disband the Mandurah Roadwise Committee and the Crab Fest Working Group;
- Note that Elected Member attendance is no longer recommended for the five waterways committees including Eastport Canal, Mandurah Quay, Mariner's Cove Canal, Port Bouvard Canal and Waterside Canal Waterways Advisory Group;
- Note that appointment is not recommended to the Community Assistance Grants Scheme at this stage, whilst a review is being undertaken;
- Appoint Elected Members to the remainder advisory groups, external agencies, working groups and panels as outlined in **Attachment 1**.

NOTE:

Refer: **Attachment 1: Advisory Groups, External Agencies, Working Groups and Panels**

RECOMMENDATION

That Council:

1. **Approve the Elected Member appointments to the following Council advisory groups, working groups and selection panels for a term expiring on 15 October 2021:**

1.1 Mandurah Matters Steering Group

Councillor C Knight, Deputy Mayor
Councillor D Pember
Councillor J Green
Councillor C Di Prinzio
Councillor A Zilani
Councillor M Rogers
Councillor P Rogers
Mayor R Williams

As appointed at the Special Council meeting of 29 October 2019.

1.2 Australia Day Awards Selection Panel

Councillor L Rodgers
Councillor C Di Prinzio
Councillor P Jackson
Councillor C Knight, Deputy Mayor
Councillor D Lee

As appointed at the Special Council meeting of 29 October 2019.

1.3 Reconciliation Action Plan Steering Group

Councillor L Rodgers
Councillor P Rogers
Councillor D Pember
Mayor R Williams

As appointed at the Special Council meeting of 29 October 2019.

1.4 Mandurah Liquor Accord

Councillor P Jackson
Councillor J Green

As appointed at the Special Council meeting of 29 October 2019.

1.5 City of Mandurah Convention Scholarship Assessment Panel

1.6 City of Mandurah Sports Awards

1.7 Kids Teaching Kids: School Selection Panel

1.8 Murdoch University Undergraduate Nursing Scholarship Selection Panel

1.9 Peel Mosquito Management Group

Deputy _____

1.10 Strategic Street Present & Homeless Working Group

2 Approve the Elected Member appointments to the following Council external agencies for a term expiring 15 October 2021:

2.1 Visit Mandurah Board

Chief Executive Officer or Cr _____

2.2 Peel Chamber of Commerce and Industry

Deputy _____

2.3 Peel Harvey Biosecurity Group

3 Resolve to disband the Mandurah RoadWise Advisory Group.

3.1 Acknowledge the work of the many volunteer community members and organisations that have contributed to the Mandurah RoadWise Advisory Group since its inception; and

3.2 Agree to maintain a commitment to internal funding and resourcing to progress State RoadWise strategies and initiatives.

- 4 Resolve to disband the Crab Fest Working Group.**
- 5 Acknowledge the contribution of the Eastport Canal, Mandurah Quay, Mariner's Cove Canal, Port Bouvard Canal and Waterside Canal Waterways Advisory Groups and write to these groups advising that the membership will no longer include Elected Members, noting that Elected Members may attend from time to time as required or if any invitation is extended to an Elected Member on a particular occasion.**

*****ABSOLUTE MAJORITY REQUIRED****

ATTACHMENT 1

Internal Working Groups & Selection Panel Appointments	Previous Representation	Frequency	Vacancy (ies)	Objective	Comment
Mandurah Matters Steering Group Contact Officer: Craig Johnson	Crs Knight, Pember, Green, Di Prinzio, Zilani, Matt Rogers, Peter Rogers, Mayor Williams	Monthly for 12 months then bi-monthly In-house	4 Elected Members	Establish a framework, identify potential members for a working group and assist in identifying key priorities and resources to assist in delivery of vision.	Previous appointees at 29 October 2019 meeting Appointment of EMs to 15 October 2021
Australia Day Awards Selection Panel Contact Officer: Tim Hartland	Crs Lynn Rodgers, Di Prinzio, Jackson, Knight and Lee	Annually, early November In-house Duration 2 hours	4 Elected Members (minimum)	Group meets to discuss the nominations received for the Australian Citizen of the Year Awards and select winners for each category, being Citizen of the Year under 25, Citizen of the Year, Senior Citizen of the Year and Community Group / Event.	Previous appointees at 29 October 2019 meeting Appointment of EMs to 15 October 2021
Reconciliation Action Plan Steering Group Contact Officer: Tim Hartland	Mayor Williams, Crs Lynn Rodgers, Peter Rogers and Don Pember	Strategic: 3 x 2 hour meetings per annum Operational: 3 x 2 hour meetings per annum	4 Elected Members	Oversee the development, monitoring & delivery of the Reconciliation Action Plan. Strategic Meetings - Include all RAP Steering Group Members. Designed primarily to oversee the delivery of the RAP from a strategic perspective. Key directional & strategic discussions, decisions made in these meetings. Operational Meetings - Include all Aboriginal representatives, senior management & operational staff from the City. Elected Members, the Mayor and CEO are not required to attend.	Previous appointees at 29 October 2019 meeting Appointment of EMs to 15 October 2021
Mandurah Liquor Accord Contact Officer: Tim Hartland	Crs Jackson and Green	Bi-monthly on a Thursday In-house Duration 1.5 hours 2:30pm - 4.00pm	2 Elected Members	Facilitate and administer the Accord under direction of members. Promote well managed licensed premises to provide environments preventing drunkenness & anti-social behaviour. Also evaluate the effectiveness of the accord.	Previous appointees at 29 October 2019 meeting Appointment of EMs to 15 October 2021

Report from **Director Corporate Services**
to **Council Meeting of 17 December 2019**

City of Mandurah Convention Scholarship Assessment Panel Contact Officer: Adam Denniss	Crs Knight & Lee, Mayor Williams	Annually in April In-house during work hours Duration 2 hours	2 Elected Members & the Mayor	The Panel, comprising a representative from the City of Mandurah & PCB undertake judging of a shortlisted City of Mandurah ASPIRE Scholarship entries / applicants.	Appointment of Elected Members until 15 October 2021
City of Mandurah Sports Awards Contact Officer: Craig Johnson	Crs Jones, Lee & Schumacher	Annually in October In-house Duration 1.5 hours	2 Elected Members	The group assesses nominations for each category of the Sports Awards. A list of finalists and winners of each category is generated.	Appointment of Elected Members until 15 October 2021
Kids Teaching Kids: School Selection Panel – Interstate Conference Contact Officer: Brett Brenchley	Crs Lee & Knight	Annually In-house Duration 2-3 hours	2 Elected Members	Judge entries for the Kids Teaching Kids scholarship. The City awards \$5,000 to assist students to attend the national Kids Teaching Kids conference.	Appointment of Elected Members until 15 October 2021
Murdoch University Undergraduate Nursing Scholarship Selection Panel Contact Officer: Tim Hartland	Crs Knight & Lee	Annually in February	2 Elected Members	To assess applications for the City sponsored scholarships at Murdoch University.	Appointment of Elected Members until 15 October 2021
Peel Mosquito Management Group Contact Officer: Brendan Ingle	Hon Cr Riebeling Deputy Cr Darcy	Quarterly meetings Duration 2 hours	1 Elected Member	To discuss the management of mosquitos within the Peel Region with participating Local Governments and Stakeholders.	Appointment of Elected Members until 15 October 2021
Strategic Street Present & Homeless Working Group	Mayor Williams, Crs Knight, Lynn Rodgers & Jones	As required	3 Elected Members	Guide the City strategically in approaches to homeless and street present meetings. Supported by Community Homeless and Street Present network and focus groups.	Appointment of Elected Members until 15 October 2021

Report from **Director Corporate Services**
to **Council Meeting** of 17 December 2019

External Agency Appointments / Nominations	Previous Representation	Frequency	Vacancy(ies)	Objective	Comment
Peel Chamber of Commerce & Industry Board Contact Officer: Adam Denniss	Cr Jackson Deputy Hon Cr Riebeling	Monthly, 3 rd Wednesday PCCI Office 3.00pm – 6.00pm Duration 3 hours	1 Elected Member 1 Deputy Member	The Board drives the strategic direction of the Peel Chamber of Commerce & Industry.	Appointment of Elected Members until 15 October 2021
Peel Harvey Biosecurity Group Contact Officer: Brett Brenchley	Cr Knight	Monthly, 4 th Wed evening Duration 2 hours	1 Elected Member	To provide guidance and direction with regard to the governance and strategic initiatives of this regional biosecurity group.	Appointment of Elected Members until 15 October 2021
Visit Mandurah Contact Officer: Adam Denniss	Mayor Williams	Bi-Monthly, Thursday Mandurah Performing Art Centre Duration 2 hours	1 Elected Member	To activate tourism in the Mandurah through increasing the visitation, length of stay and increase in visitor spend	Appointment of CEO or Elected Member until 15 October 2021

16	SUBJECT:	Membership, Powers and Duties of Council's Strategy and Planning Committee and Council Meeting Schedule 2020
	CONTACT OFFICER:	Casey Mihovilovich
	AUTHOR:	Tahlia Jones

Summary

In accordance with section 5.8 of the *Local Government Act 1995* (the Act) and *City of Mandurah Standing Orders Local Law 2016*, the Council has the ability to form committees to assist with the delivery of local government functions, decision-making functions and responsibilities. At the Special Council meeting held on 29 October 2019, Council adopted the terms of reference for the Audit and Risk Committee and the Executive Committee.

Following extensive consultation with Elected Members on the most appropriate committee structure to support good governance and decision making, Council is requested to consider and adopt the powers and duties of the Strategy and Planning Committee (refer **Attachment 1**) and appoint members for a term expiring on 15 October 2021.

Council is also requested to set the meeting dates for 2020. In accordance with Section 5.25(1)(g) of the Act and Regulation 12(1) of the *Local Government (Administration) Regulations 1996*, Council is required to resolve to advertise each year the days and times when Ordinary Council and Committee meetings will be held.

Council is requested to endorse the Ordinary Council and Committee meeting dates for 2020 and advertise via local public notice and the City's noticeboards and website.

Disclosure of Interest

N/A

Previous Relevant Documentation

- SP.2/10/19 29 October 2019 Membership, Powers and Duties of Council's Committees and Council Meeting Schedule 2019
- G.24/7/19 23 July 2019 Membership of Council's Committee of Council and Strategy Committee
- G.24/5/18 22 May 2018 Strategy Committee – Amendment to Terms of Reference
- G.34/12/17 19 December 2017 Membership, Powers and Duties of Council's Strategy Committee and Audit and Risk Committee 2017-2019
- SP.3/10/17 31 October 2017 Membership, Powers and Duties of Council's Committees 2017-2019

Background

At its meeting of 19 December 2017, Council adopted to form a Strategy Committee, to be held four times per year. Council subsequently adopted a revised meeting cycle at its meeting of 22 May 2018, recommending a change to the Terms of Reference to allow up to 12 meetings each year. Further to this, at its meeting of 23 July 2019, Council approved a reduction in the membership of the Strategy Committee (and the Committee of Council), comprising nine Elected Members only.

For information purposes, the previous Strategy Committee membership is set out below:

Councillor Peter Rogers (Chairperson)	Town Ward
Councillor Matt Rogers	Town Ward
Councillor Darren Lee	East Ward
Shane Jones (whilst holding office)	East Ward
Councillor Peter Jackson	North Ward
Councillor Caroline Knight	North Ward
Ron Wortley (whilst holding office)	North Ward
Councillor Merv Darcy	Coastal Ward
Mayor Rhys Williams	

Comment

Traditionally the membership, powers and duties of Council's committees have been set for a two-year period, expiring on the next Local Government Election date. At the Special Council Meeting on 29 October 2019, Council resolved to establish the Audit and Risk Committee and the Executive Committee for a period of two-years, expiring on 15 October 2021. These Committees were established to enable the Council to progress key operational items.

Following the Special Council Meeting, a Council workshop was held to discuss the Council's committee meeting structure preference. This approach enabled existing and newly Elected Members the opportunity to discuss options and review the committee structure, membership and powers and duties to ensure that the proposed meeting structure met the needs of the Council.

Strategy and Planning Committee

The powers and duties of the Strategy and Planning Committee Terms of Reference are set out in **Attachment 1**. The purpose of this Committee is to recommend appropriate action to Council on all matters dealing with:

- The development and implementation of the Strategic Community Plan, Corporate Business Plan, Long-term Financial Plan and associated financial strategies such as a rating policy.
- Strategic review of service levels including, assessing of the current and future levels of service required to be delivered by Council.
- Monitoring, development and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy.
- Determine the future services and investment to be provided, how they are provided, and the service level standards associated with them.
- Investigating and recommending opportunities for cost sharing or shared services arrangements with other organisations.
- Setting strategic advocacy direction for other levels of government.
- Reviewing strategic town planning matters.
- Reviewing major public art proposals.
- Providing advice to Council on other strategic issues.

Previously, Council held a Strategy Committee once per month, which was comprised of nine Elected Members. It is proposed that the Strategy and Planning Committee meeting is held seven times per year, with the ability to increase the frequency as required, with a membership comprising of up to nine Elected Members. If there are less than nine Elected Members who nominate to be a member of the Strategy and Planning Committee, then it will be recommended to amend the Terms of Reference (refer **Attachment 1**) to reflect the number of members that Council has approved.

In accordance with section 5.8 of the Act, the minimum number of members required to establish a committee is three or more persons. Council may resolve, by absolute majority, to reduce or increase the number of members to the Strategy and Planning Committee at any time.

Council and Committee structure

The existing committees of Council that are not recommended to be continued must be disbanded, for which an absolute majority is required. Council is requested to disband the following committees:

- Committee of Council
- Strategy Committee
- Public Art Committee.

Consultation

A Council workshop was held in November 2019 to consider options for Committee meeting structures.

Statutory Environment

Section 5.23 of the *Local Government Act 1995* states:

(1) Subject to subsection (2), the following are to be open to members of the public —

- (a) all council meetings; and*
- (b) all meetings of any committee to which a local government power or duty has been delegated.*

(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

- (a) a matter affecting an employee or employees; and*
- (b) the personal affairs of any person; and*
- (c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*
- (d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; and*
- (e) a matter that if disclosed, would reveal —*
 - (i) a trade secret; or*
 - (ii) information that has a commercial value to a person; or*
 - (iii) information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*
- (f) a matter that if disclosed, could be reasonably expected to —*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 - (ii) endanger the security of the local government's property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety; and*
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
- (h) such other matters as may be prescribed.*

(3) A decision to close a meeting or part of a meeting and the reason for the decision are to be recorded in the minutes of the meeting.

Section 5.8 of the *Local Government Act 1995* states:

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required.*

Section 5.9 of the *Local Government Act 1995* states:

(1) In this section —

***other person** means a person who is not a council member or an employee.*

(2) A committee is to comprise —

- (a) council members only; or
- (b) council members and employees; or
- (c) council members, employees and other persons; or
- (d) council members and other persons; or
- (e) employees and other persons; or
- (f) other persons only.

Section 5.10 of the Local Government Act 1995 states:

(1) A committee is to have as its members —

- (a) persons appointed* by the local government to be members of the committee (other than those referred to in paragraph (b)); and
- (b) persons who are appointed to be members of the committee under subsection (4) or (5).

* Absolute majority required.

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

...

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

Section 5.11A of the Local Government Act 1995 states:

(1) The local government may appoint* a person to be a deputy of a member of a committee and may terminate such an appointment* at any time.

* Absolute majority required.

(2) A person who is appointed as a deputy of a member of a committee is to be —

- (a) if the member of the committee is a council member — a council member; or
- (b) if the member of the committee is an employee — an employee; or
- (c) if the member of the committee is not a council member or an employee — a person who is not a council member or an employee; or
- (d) if the member of the committee is a person appointed under section 5.10(5) — a person nominated by the CEO.

(3) A deputy of a member of a committee may perform the functions of the member when the member is unable to do so by reason of illness, absence or other cause.

(4) A deputy of a member of a committee, while acting as a member, has all the functions of and all the protection given to a member.

Section 5.11 of the Local Government Act 1995 states:

(1) Where a person is appointed as a member of a committee under section 5.10(4) or (5), the person's membership of the committee continues until —

- (a) the person no longer holds the office by virtue of which the person became a member, or is no longer the CEO, or the CEO's representative, as the case may be; or
- (b) the person resigns from membership of the committee; or

- (c) *the committee is disbanded; or*
- (d) *the next ordinary elections day,*
whichever happens first.

Clause 16.1 of the *City of Mandurah Standing Orders Local Law 2016* states:

A Committee is to be established on a motion setting out the proposed purpose and functions of the Committee and either—

- (a) the names of the Elected Members, officers and other persons to be appointed to the Committee; or*
- (b) the number of Elected Members, officers and other persons to be appointed to the Committee and a provision that they be appointed by a separate motion.*

Clause 16.2 of the *City of Mandurah Standing Orders Local Law 2016* states:

- (1) The Council may appoint one or more persons to be the deputy or deputies, as the case may be, to act on behalf of a committee member whenever that committee member is unable to be present at a meeting thereof and where two or more deputies are so appointed they are to have seniority in the order determined by the Council.*
- (2) Where a committee member does not attend a meeting thereof a deputy of that committee member, selected according to seniority, is entitled to attend that meeting in place of the committee member and act for the committee member, and while so acting has all the powers of that committee member.*
- (3) If a deputy has commenced to act in place of a committee member at a Committee meeting and the committee member attends the meeting, the committee member will not assume the seat and the deputy will continue to act as the committee member for the duration of that meeting.*
- (4) Once a committee meeting has commenced a deputy member cannot assume the seat of a committee member who leaves the meeting.*
- (5) A deputy who is one of two or more deputies of a committee member is not entitled to attend a meeting of the Committee in place of that committee member if the meeting is attended by another deputy of that committee member who has precedence over that deputy in the order of seniority determined under subclause (1).*
- (6) A person who is a committee member is not eligible to be appointed a deputy for another committee member.*

Policy Implications

N/A

Economic Implications

N/A

Risk Analysis

The establishment of committees assists Council in performing some of its legislative responsibilities and functions.

Strategic Implications

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Council is requested to consider and adopt the powers and duties of the Strategy and Planning Committee and appoint members to this committee for a term, expiring 15 October 2021 and set the meeting dates for the 2020 calendar year.

Note

Refer

Attachment 1: Terms of Reference Strategy and Planning Committee

Attachment 2: Public Art Committee Minutes 18 February 2019

Attachment 3: Committee of Council Minutes 10 September 2019

Attachment 4: Strategy Committee Minutes 16 September 2019

RECOMMENDATION

That Council:

1. Approve the establishment of, powers and duties of Council's Strategy and Planning Committee as detailed in *Attachment 1*, and appoint the following Elected Members until 15 October 2021:

Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____
Councillor _____

2. Resolve:
 - 2.1 To disband the Committee of Council, Public Art Committee and Strategy Committee.
 - 2.2 That the Minutes of the Committee of Council Meeting held on Tuesday 10 September 2019 be confirmed.
 - 2.3 That the Minutes of the Strategy Committee held on Monday 16 September 2019 be confirmed.
 - 2.4 That the Minutes of the Public Art Committee held on Monday 18 February 2019 be confirmed.
3. Approve the following Ordinary Council Meeting dates commencing at 5:30pm, to be held in the Council Chambers, and advertise via local public notice:

Meeting Type	Date
Ordinary Council Meeting	28 January 2020
Ordinary Council Meeting	25 February 2020
Ordinary Council Meeting	24 March 2020
Ordinary Council Meeting	28 April 2020
Ordinary Council Meeting	26 May 2020
Ordinary Council Meeting	23 June 2020
Ordinary Council Meeting	28 July 2020

Ordinary Council Meeting	25 August 2020
Ordinary Council Meeting	22 September 2020
Ordinary Council Meeting	27 October 2020
Ordinary Council Meeting	24 November 2020
Ordinary Council Meeting	15 December 2020

4. Approve the following Strategy and Planning Committee Meeting dates commencing at 5:30pm, to be held in the Council Chambers, and advertise via local public notice:

Meeting Type	Date
Strategy and Planning Committee	11 February 2020
Strategy and Planning Committee	10 March 2020
Strategy and Planning Committee	14 April 2020
Strategy and Planning Committee	9 June 2020
Strategy and Planning Committee	11 August 2020
Strategy and Planning Committee	13 October 2020
Strategy and Planning Committee	8 December 2020

5. Approve the following Audit and Risk Committee Meeting dates commencing at 5:30pm, to be held in the Council Chambers, and advertise via local public notice:

Meeting	Date
Audit and Risk Committee	17 March 2020
Audit and Risk Committee	16 June 2020
Audit and Risk Committee	15 September 2020
Audit and Risk Committee	7 December 2020 (Monday)

6. Approve the following Executive Committee Meeting dates commencing at 4:00pm, to be held in the Council Chambers:

Meeting	Date
Executive Committee	10 March 2020
Executive Committee	12 May 2020
Executive Committee	11 August 2020
Executive Committee	13 October 2020

****ABSOLUTE MAJORITY REQUIRED****



Strategy and Planning Committee

Terms of Reference

Document Control

Effective date	Next review due	Amendment Details	Prepared by	Endorsed by	Approved by
December 2019	October 2021	Description of Committee function, purpose, membership and role of City staff	Manager Governance Services	Chief Executive Officer	Council

1. Committee's Authority and Purpose

Authority

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council of the City of Mandurah (the City) has the ability to establish a Strategy and Planning Committee (the Committee) to assist with the delivery of local government functions.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the CEO.

The Committee is a formally appointed committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

Purpose

The purpose of the Committee is to recommend appropriate action to Council on all matters dealing with:

1. Development and implementation of the Strategic Community Plan, Corporate Business Plan, Long-term Financial Plan and associated financial strategies such as a rating policy.
2. Strategic review of service levels including, assessing of the current and future levels of service required to be delivered by Council.
3. Monitoring, development and implementation of Council's Strategic Asset Management Plans in accordance with Council's Asset Management Policy.
4. Determine the future services and investment to be provided, how they are provided, and the service level standards associated with them.
5. Investigating and recommending opportunities for cost sharing or shared services arrangements with other organisations.
6. Setting strategic advocacy direction for other levels of government.
7. Reviewing strategic town planning matters.
8. Reviewing major public art proposals.
9. Providing advice to Council on other strategic issues.
10. Other matters referred by Council.

2. Committee Membership

Composition

The Committee shall comprise of up to nine members Elected Members.

The Council can appoint one or more deputies to the Strategy and Planning Committee at any time.

The Council shall appoint one of the nine elected members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must declare any conflict of interests or financial interests in accordance with section 11 of the *Local Government (Rules of Conduct) Regulations 2007*, in a written notice to the Chief Executive Officer before the meeting or at the meeting immediately before the matter is discussed.

Termination of Appointment

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's Code of Conduct or a serious contravention of the Act.
- A member's conduct, action or comments bring the City of Mandurah into disrepute.

3. Role of City Staff

The following City officers will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- Chief Executive Officer;
- Deputy Chief Executive Officer;
- Director Corporate Services;
- Director Sustainable Communities; and
- Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

The Chief Executive Officer will appoint a staff member to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
 - Obtaining information for the next or future meeting;
 - Preparing a paper for the next or future meeting;
 - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
 - Preparing correspondence dealing with issues addressed in discussion; or

- Circulating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, committee members and committee users on Committee policy and process matters; and
- (e) Maintaining appropriate committee records in an accessible form.

4. Committee Meetings

Quorum

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

Frequency

Generally, seven meetings per year will be scheduled and where necessary additional meetings may be scheduled as required, to allow the Committee to discharge its functions.

Agenda

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

Public Attendance at Meetings

In accordance with Section 5.23 of the Act, the Council or Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

Voting

Voting occurs in accordance with Section 5.21 of the Act.

Minutes and matters arising

All meetings shall be minuted and minutes shall be approved by the Committee at the next committee meeting.

Reporting

Recommendations of each Committee decision shall be presented to the next ordinary meeting of the Council for consideration.

Confidentiality

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



<p>MINUTES OF</p> <p>PUBLIC ART COMMITTEE</p> <p>HELD ON</p> <p>MONDAY 18 FEBRUARY 2019</p> <p>AT 5.30 PM</p> <p>IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH</p>

PRESENT:

DEPUTY MAYOR	C KNIGHT (CHAIR)	NORTH WARD
MAYOR	R WILLIAMS	
COUNCILLOR	M ROGERS	TOWN WARD
COUNCILLOR	L RODGERS	EAST WARD

ELECTED MEMBER OBSERVING:

Nil.

OFFICERS IN ATTENDANCE:

MR	T FREE	DIRECTOR SUSTAINABLE DEVELOPMENT
MR	D PRATTENT	ACTING EXECUTIVE MANAGER FINANCE & GOVERNANCE
MS	E ARNOLD	ARTS STRATEGY OFFICER
MS	V LAWRENCE	TENDERS AND CONTRACTS OFFICER
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING [AGENDA ITEM 1]

The Chair declared the meeting opened at 5.30pm.

ATTENDANCE AND APOLOGIES [AGENDA ITEM 2]

Apologies were received from Councillor Lee, committee member, and Councillors Shane Jones and Jackson, non-committee members.

ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 4]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 5]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIR [AGENDA ITEM 6]

Nil

DEPUTATIONS [AGENDA ITEM 7]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 8]

PA.1/2/19 CONFIRMATION OF MINUTES: TUESDAY 17 SEPTEMBER 2018

RESOLVED: Matt Rogers / Lynn Rodgers

That the Minutes of the Public Art Committee held on Tuesday 17 September 2018 be confirmed.

CARRIED UNANIMOUSLY: 4/0

DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS [AGENDA ITEM 9]

Nil.

QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 10]

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 11]

Nil

REPORTS [AGENDA ITEM 12]

RESOLVED: Matt Rogers / Lynn Rodgers

The meeting proceeded behind closed doors at 5.34pm in accordance with Section 5.23(2)(c) of the Local Government Act 1995, to allow for a confidential presentation and discussion of an item relating to contract negotiations.

CARRIED UNANIMOUSLY: 4/0

The Art Strategy Officer, Tenders and Contracts Officer and Minute Officer remained in the Chamber with Senior Officers.

THE MEETING PROCEEDED WITH CLOSED DOORS AT 5.34PM

PA.2/2/19

RESOLVED: R Williams / M Rogers

That the meeting proceeds with open doors.

CARRIED UNANIMOUSLY: 4/0

THE MEETING PROCEEDED WITH OPEN DOORS AT 6.02PM

PA.3/2/19 TENDER T17-2018 MANDURAH BRIDGE PUBLIC ARTWORK (EAVL) (REPORT 1)

Stage three evaluation of the three stage procurement process for the Mandurah Bridge Public Artwork is now complete.

As a result of the evaluation of tendered submissions, Council is requested to accept Chris Nixon as the preferred tenderer.

RESOLVED TO RECOMMEND: R Williams / Lynn Rodgers

That Council accepts Chris Nixon as the preferred tenderer for Tender T17-2018 for the Mandurah Bridge Public Artwork.

CARRIED UNANIMOUSLY: 4/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 13]

Nil.

CONFIDENTIAL REPORTS (AGENDA ITEM 14)

Nil.

CLOSE OF MEETING [AGENDA ITEM 15]

There being no further business, the Chairperson declared the meeting closed at 6.05pm

CONFIRMED:[CHAIRPERSON]



MINUTES OF

COMMITTEE OF COUNCIL MEETING

HELD ON

Tuesday 10 September 2019

AT 5.30 PM

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE
MANDURAH

PRESENT:

COUNCILLOR	D LEE [CHAIRMAN]	EAST WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	S JONES	EAST WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	P ROGERS	TOWN WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS AND SERVICES
MR	T FREE	DIRECTOR SUSTAINABLE COMMUNITIES
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MR	C JOHNSON	ACTING DEPUTY CHIEF EXECUTIVE OFFICER
MS	J LUDBROOK	COASTAL ADAPTATION COORDINATOR
MR	S SEVERN	SENIOR MOSQUITO OPERATIONS OFFICER
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

The Chairman declared the meeting open at 5.34pm acknowledging the attendance of MEAG representative Amanda Willmott.

APOLOGIES [AGENDA ITEM 2]

Committee Member Mayor Williams is an apology. Non-committee members Councillors Lynn Rodgers and Schumacher are on leave of absence, Hon Councillor Riebeling is an apology.

DISCLAIMER [AGENDA ITEM 3]

The purpose of this Committee Meeting is to discuss and make recommendations to Council about items appearing on the agenda and other matters for which the Committee is responsible. The Committee has no power to make any decisions which are binding on the Council or the City of Mandurah unless specific delegation of authority has been granted by Council.

No person should rely on or act on the basis of any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. The City of Mandurah expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any advice or information provided by a Member or Officer, or the content of any discussion occurring, during the course of the Committee meeting.

RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 4]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 5]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 6]

CC.1/9/19 PEEL HARVEY CATCHMENT COUNCIL: LAKE CLIFTON STEWARDSHIP PROGRAM

Jordon Garbellini Adams from Peel Harvey Catchment Council delivered a visual presentation on the Lake Clifton Stewardship program. The five year project which assists and encourages the local community to participate in the management and protection of native vegetation and wildlife commenced in 2017/18. Distribution of newsletters, attendance and hosting of events and information sessions form parts of the program to enable education and understanding of environmental issues in the region. Properties in the location are encouraged and assisted via the program to achieve the Australia-wide 'Land for Wildlife' property registration which offers a maintained and protected wildlife site.

CC.2/9/19 PERON NATURALISTE PARTNERSHIP: PROJECT UPDATE

The City's Peron Naturaliste Climate Change Adaptation Coordinator, Joanne Ludbrook, gave a visual presentation on the group's vision and strategic direction for the coastline area from Rockingham to Busselton. Advice on advocacy programs undertaken with State and Federal governments along with communication and research activities were delivered.

DEPUTATIONS [AGENDA ITEM 7]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 8]

CC.3/9/19 CONFIRMATION OF MINUTES

RESOLVED: Peter Rogers / C Knight

That the Minutes of the Committee of Council meeting of Tuesday 13 August 2019 be confirmed.

CARRIED UNANIMOUSLY: 7/0

DECLARATION OF INTERESTS [AGENDA ITEM 9]

Nil.

QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 10]

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 11]

Nil.

REPORTS [AGENDA ITEM 12]

**CC.4/9/19 MANDURAH BUSINESS DEVELOPMENT CENTRE EXPRESSIONS OF
INTEREST (LP/LC) (REPORT 1)**

In December 2016, Council took over the management of the Mandurah Business Development Centre located at Lot 201 Reserve Drive, Mandurah, following the Mandurah Enterprise Centre Management Committee relinquishing their lease.

The City currently manages the centre and the commercial tenancies who occupy approximately 50 per cent of the centre.

Although the centre currently returns approximately \$65,000 per annum in rental revenue, the facility is still underutilised, therefore officers propose implementing an advertising process, requesting Expressions of Interest for office accommodation.

The focus of this campaign is being directed at community groups and cultural/ creative arts start-up businesses who can co-locate with the existing commercial tenancies at least in the short term.

The current commercial tenancies have licenses to remain in the Centre until March 2020. It is recommended that these tenants are offered a further licence of 18 months, which will give the commercial tenancies time to source other accommodation.

Council is requested to approve the advertising for Expressions of Interest from interested community groups, and cultural/creative arts businesses, for a licence term ranging from six months to a maximum three year term. A further report will be presented to Council following the Expression of Interest and assessment process; requesting support to approve new licence agreements.

Councillor Peter Rogers moved the report recommendation which was seconded by Councillor Jackson. Discussion ensued as to the mix of tenants possible within the facility and the possible impact on current tenants.

RESOLVED TO RECOMMEND: Peter Rogers / P Jackson

That Council:

- 1. Approves the advertising for Expressions of Interest for rental accommodation at Lot 201 Reserve Drive (No 10 Lively Place), Mandurah with the following criteria:**
 - 1.1 Not for Profit Community focus groups or**
 - 1.2 Cultural & Creative artists for start-up businesses**
 - 1.3 Tenure ranging between six months to maximum three years**
- 2. Acknowledges that the current tenancies will remain in place until 31 March 2020, with an option to enter into new license agreements on 1 April 2020 for a maximum of 18 months;**
- 3. Acknowledges a further report will be presented to Council following the advertising for expressions of interest and assessment of applicants by officers, with final approval for tenure to be determined by Council.**

CARRIED: 6/1
FOR: Councillors Lee, Jackson, Jones, Knight, Darcy and Peter Rogers
AGAINST: Councillor Wortley

Councillor Jones left the Chamber at 6.09pm, returning at 6.13pm.

**CC.5/9/19 2018/19 MOSQUITO MANAGEMENT ANNUAL REPORT (SS/BI)
(REPORT 2)**

This annual report provides an overview of mosquito management activities, with a specific focus on the City of Mandurah during the 2018/19 season and seeks Council endorsement of the recommendations of the report.

Mosquito management undertaken by the City and in conjunction with the Peel Mosquito Management Group (PMMG) and Department of Health during the 2018/19 season was far less intense than recent seasons in relation to number of aerial treatments required and the overall number of hectares treated.

The combination of environmental conditions that presented throughout the season limited inundation and hatching events and in general made managing mosquito populations for the City and program much easier than recent years.

Thirteen aerial larviciding treatments were undertaken between July 2018 and June 2019. These treatments covered a total of 1438.4 hectares.

Currently the outlook for the remainder of 2019 is ENSO – neutral. The continuation of a positive Indian Ocean Dipole is likely to bring below average winter–spring rainfall to southern and central Australia. Based on this outlook, an average season is expected although the need for intervention by the program is likely to be more frequent and broader than season 2018/19. The program will continue to closely monitor environmental conditions and respond accordingly to manage mosquito populations appropriately.

The City's Senior Mosquito Operations Officer, Scott Severn, delivered a visual presentation outlining climate influences, water levels and tidal movements. The impact of weather conditions on aerial spraying operations and mosquito control were detailed. An overview of mosquito monitoring successes along with advice pertaining to the reduced number of virus cases reported were explained. Advice of a combined project with adjacent Local Governments purchasing and installing remote water sensors was also outlined.

RESOLVED TO RECOMMEND: C Knight / R Wortley

That Council:

1. **Receives the City of Mandurah Mosquito Management Program: 2018/19 Annual Report.**
2. **Approves the release of these reports to the following key stakeholders:**
 - **Residents of the City of Mandurah via access at Administration Centre and Library, website and media releases**
 - **Department of Health**
 - **The Minister for Health and local Parliamentary Representatives**

- Peel Mosquito Management Group member local governments
 - Peel Development Commission
 - Department of Water Environment and Regulation
 - Residents and Progress Associations
 - Mandurah Environmental Advisory Group
3. Notes the City's support for the Department of Health Fight the Bite Campaign.
 4. Acknowledges the support provided by the Department of Health in the implementation of improvements in the Peel Mosquito Management Program.
 5. Supports ongoing efforts to improve the aerial larviciding capacity of the mosquito management program including the ongoing provision of winter treatments.
 6. Acknowledges the importance of the State Government's ongoing commitment to the annual programs, and in accordance with the Dawesville Channel Environmental Review and Management Program.

CARRIED UNANIMOUSLY: 7/0

CC.6/9/19 BUILDING ACT AMENDMENTS: AUTHORISATION AND DELEGATION REQUIREMENTS (GW/SG) (REPORT 3)

Amendments to the *Building Regulations 2012* (gazetted 26 April 2019) created new offences for which local government permit authorities may issue infringement notices.

Regulation 70 of the *Building Regulations 2012* was amended correcting its reference to, and alignment with, sections 9.19 and 9.20 of the *Local Government Act 1995* relating to the extension of time to pay a modified penalty and the withdrawal of an infringement notice.

Council is requested to approve amendments to the delegation of authority DA-LWE 07 Authorised Officers to provide the Chief Executive Officer the ability to appoint authorised officers to undertake the issuing of infringement notices for certain offences under the *Building Act 2011* and *Building Regulations 2012*.

RESOLVED TO RECOMMEND: Peter Rogers / S Jones

That Council adopts amended Delegation of Authority DA-LWE 07 Authorised Officers.

CARRIED ABSOLUTELY: 7/0

CC.7/9/19 TENDER 08-2019 EVENTS TRAFFIC MANAGEMENT (AH/EJ) (REPORT 4)

The City of Mandurah invited tenders for Traffic Management Services for major public events. The City stages large events near main roads and these events need to be managed in a way that ensures safety for all involved, and minimises disruptions to the normal daily usage and function of our road network.

As a result of the evaluation of tendered submissions, Council is now requested to accept Peak Traffic Management as the preferred tenderer.

RESOLVED TO RECOMMEND: S Jones / C Knight

That Council accepts Peak Traffic Management as the preferred tenderer for Tender T08-2019 for the Events Traffic Management.

CARRIED UNANIMOUSLY: 7/0

CC.8/9/19 2021 ULYSSES MOTORCYCLE CLUB NATIONAL AGM (MJ) (REPORT 5)

In 2016 the City put in a joint bid with the Perth Convention Bureau for Mandurah to host the Ulysses Motorcycle Club Annual General Meeting in 2020. Council supported this application and acknowledged the cost of \$40,000 for the bid would be allocated in a future budget prior to the AGM.

In 2017, the City was informed that the bid was unsuccessful in securing the 2020 AGM, however Mandurah was selected as host destination for the 2021 event. The AGM will be held on 22 – 28 March 2021 and expects to attract between 1700 and 2000 people to Mandurah for seven days. The resulting economic impact has been estimated at approximately \$3.8million.

Council is requested to note the City's in-kind support and that \$40,000 will be listed for consideration in the 2020/21 Operating Budget to assist the delivery of the event.

RESOLVED TO RECOMMEND: S Jones / Peter Rogers

That Council:

- 1. Notes that \$40,000 will be listed for consideration in the City's 2020/21 Operating Budget to support the delivery of the 2021 Ulysses National AGM.**
- 2. Notes that \$30,000 will be provided as in-kind support to assist the event organisers with covering the extra costs applicable to hosting the event on an outdoor reserve.**

CARRIED UNANIMOUSLY: 7/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 14]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 15]

Nil.

CLOSE OF MEETING [AGENDA ITEM 16]

There being no further business, the Chairman declared the meeting closed at 6.45pm.

CONFIRMED:[CHAIRMAN]



MINUTES OF

STRATEGY COMMITTEE

HELD ON

MONDAY 16 SEPTEMBER 2019

AT 5.30 PM

IN COUNCIL CHAMBERS - 83 MANDURAH TERRACE MANDURAH

PRESENT:

COUNCILLOR	P ROGERS [CHAIRPERSON]	TOWN WARD
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	R WORTLEY	NORTH WARD
COUNCILLOR	M DARCY	COASTAL WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	T FREE	DIRECTOR SUSTAINABLE COMMUNITIES
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MR	C JOHNSON	ACTING DEPUTY CHIEF EXECUTIVE OFFICER
MS	M NORTON	CITY CENTRE PLACE MANAGER
MR	D CHRISTY	CITY CENTRE PLACE MANAGER
MRS	L SLAYFORD	MINUTE OFFICER

OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS [AGENDA ITEM 1]

The Chairman declared the meeting open at 5.33pm.

APOLOGIES [AGENDA ITEM 2]

Leave of Absence:	Councillor D Schumacher	(Non-Committee Member)
	Councillor L Rodgers	(Non-Committee Member)
Apology:	Hon Councillor Riebeling	(Non-Committee Member)
	Councillor D Lee	(Committee Member)
	Mayor R Williams	(Committee Member)

DISCLAIMER

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ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 3]

Nil.

PRESENTATIONS AND ANNOUNCEMENTS BY CHAIRMAN [AGENDA ITEM 4]

The Chairperson, Councillor Peter Rogers, acknowledged that this is the final Strategy Committee meeting prior to the Local Government Election and thanked the Committee Members for their time and effort over the past two years.

CONFIRMATION OF MINUTES [AGENDA ITEM 5]**S.1/9/19 CONFIRMATION OF MINUTES**

RESOLVED: P Jackson / R Wortley

That the Minutes of the Strategy Committee held on Tuesday 20 August 2019 be confirmed.

CARRIED UNANIMOUSLY: 5/0

DECLARATION OF INTERESTS [AGENDA ITEM 6]

Nil.

QUESTIONS FROM ELECTED MEMBERS WITHOUT DISCUSSION [AGENDA ITEM 7]**Questions of which due notice has been given**

Nil.

Questions of which notice has not been given

Nil.

REPORTS [AGENDA ITEM 8]**S.2/9/19 2018 / 2019 CITY CENTRE ACHIEVEMENTS AND YEAR TWO
FRAMEWORK (MN) (REPORT 1)**Report Summary

The City Centre's place vision is to reinvigorate the City Centre as a sociable, lovable place that showcases the best of Mandurah places, people and businesses.

Over the last 12 months the City Centre team has delivered a range of projects and made solid progress across all four focus areas within the endorsed Framework.

The project delivery involved:

1. Business Partnership
 - Events and activities (within venues and public spaces)
 - Marketing and promotion
2. City Centre Infrastructure Development
 - Waterfront projects: Eastern and Western Foreshores
 - Smart Street Mall

This report provides an update on the business partnership successes, shared marketing lessons, land owner engagement and outlines the new City Centre Year Two Framework for 2019/20 and associated projects for Council's consideration.

The City's two City Centre Place Managers delivered a visual presentation on this item outlining processes undertaken and projects commenced within the city centre over the past 12 months. The City Centre team focus on building partnerships with businesses and land owners in the city centre to create a vibrant, interesting and exciting place to be. The team further assists in directing persons to other teams within the City to ensure infrastructure items are handled efficiently and effectively.

Business interest and participation in events staged during the winter season has seen many events sold out with positive social media views and interaction. Moving into summer will see events modified to suite the season plus street parties and markets.

RESOLVED TO RECOMMEND: C Knight / M Darcy

That Council:

1. **Acknowledges the successes of the 2018/19 City Centre projects and activities**
2. **Endorses the City Centre Framework Year Two 2019-2021**

3. Acknowledges the 2019/20 projects and activities

CARRIED UNANIMOUSLY: 5/0

**S.3/9/19 RECREATION CENTRES BUSINESS IMPROVEMENT PLAN (PM/CJ)
(REPORT 2)**Report Summary

Following the completion of the Mandurah Aquatic and Recreation Centre Redevelopment in May 2017, City officers identified a number of new initiatives aimed at improving the financial and operational performance of the Mandurah and Halls Head Recreation Centre facilities. These projects were consolidated into the City of Mandurah Recreation Centres Two Year Business Improvement Plan (2017/18 – 2018/19).

At the conclusion of this period, City officers have reviewed outcomes against the plan and developed a new Two Year Business Improvement Plan to guide the evolution of the business through to 30 June 2021.

Council is requested to note the Recreation Centre's 2018/19 end of financial year performance, note the achievements against the initial Two Year Business Improvement Plan and endorse the next Recreation Centres Two Year Business Improvement Plan 2019 - 2021.

RESOLVED TO RECOMMEND: R Wortley / M Darcy

That Council:

- 1. Notes the performance of the Recreation Centres business during the 2018/19 financial year;**
- 2. Notes the City's progress against the City of Mandurah Recreation Centres Two Year Business Improvement Plan (2017/18 – 2018/19);**
- 3. Endorses the City of Mandurah Recreation Centres Two Year Business Improvement Plan (2019/20- 2020/21);**
- 4. Notes that City officers will report annually to Council on the achievements of the City's Recreation Centres against key performance indicators and the outcomes of the business improvement initiatives through the Corporate Business Planning process.**

CARRIED UNANIMOUSLY: 5/0

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 9]**CONFIDENTIAL ITEMS [AGENDA ITEM 10]**

Nil.

CLOSE OF MEETING [AGENDA ITEM 11]

There being no further business, the Chairman declared the meeting closed at 6.08pm.

CONFIRMED:[CHAIRMAN]

17 **SUBJECT:** Cat Local Law 2019
 CONTACT OFFICERS: Brendan Ingle/Tahlia Jones
 AUTHOR: Louise Clark/Tahlia Jones

Summary

At the Council meeting of 23 July 2019, Council resolved to advertise the proposed City of Mandurah Cat Local Law 2019 (local law). The consultation period closed on 13 September 2019, with 30 submissions received from the community, environmental groups, Department of Local Government, Sport and Cultural Industries (DLGSC) and Minister for Environment which included input from the Department of Biodiversity, Conservation and Attraction.

DLGSC proposed an amendment relating to the exemptions for a permit to ensure consistency with the *Cat Act 2011* and *Cat (Uniform Local Provisions) Regulations 2013* and other minor amendments to the local law. The Minister for Environment recommended the inclusion of a penalty for failing to comply with an abatement notice. The City has accepted the amendments and the local law has been updated to reflect these inclusions.

Following the statutory advertising period, the City of Mandurah Cat Local Law 2019 is presented for final adoption.

Purpose: To make provisions about the keeping of cats, to control the number of cats that can be kept, the places where cats can be kept and prescribe areas in which cats are prohibited.

Effect: To extend the control over cats which exist under the *Cat Act 2011*.

Council approval is sought to adopt the City of Mandurah Cat Local Law 2019 (refer **Attachment 1**).

Previous Relevant Documentation

G.17/7/19	23 July 2019	Cat Management and Local Law 2019 approval to advertise proposed cat local law.
G.20/1/19	29 January 2019	Notice of Motion: Cat Management explore options for environmental outcomes for most threatened fauna.

Background

As a result of a notice of motion approved by Council on 29 January 2019, key stakeholders were brought together to review opportunities to improve cat management in the City of Mandurah. One of the key actions from the group included the development of a cat local law and the identification of opportunities to reduce the impact of cats on native fauna species within the City.

Comment

The introduction of a cat local law is of main benefit where a cat owner can be identified and provides an additional option for control that is currently unavailable. It is important to note that previous efforts by local governments to introduce local laws requiring containment have been disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL). With this in mind, the proposed City of Mandurah Cat Local Law 2019 is based on local laws that have been previously been adopted by other local governments. In addition, the City has replicated components of these local laws.

At the Ordinary Council meeting held on 23 July 2019, Council resolved to advertise for public consultation the proposed City of Mandurah Cat Local Law 2019. The consultation is complete, with 28 submissions received by the City from the community and environmental groups. Of these submissions 21 were in support of the proposed local law, two were against and five provided comment or clarification.

A summary of the submissions received from interested stakeholders including the community and environmental groups is provided in **Attachment 2**. An overview of the key themes, the number of times raised and the City's response is provided in the table below:

# of times	Theme	Summary of the City of Mandurah's response
14	Changes to the <i>Cat Act 2011</i>	Many submissions made comment on areas such as confinement and curfews for cat management that require changes to the <i>Cat Act 2011</i> in order for the City to consider.
12	Expansion of prohibited areas (more individual areas or all natural areas)	Expansion of the current prohibited areas will be considered by the City in the future.
8	Confined to owners property	The ability to contain cats on their own property requires legislation changes. The City has addressed this as part of the submission in the review of the <i>Cat Act 2011</i> .
6	Nuisance cat management – how the City will respond to complaints and how it will be applied.	A complaint of a nuisance will be addressed on a case by case basis. Prior to enforcement action the City would need to be satisfied there has been a breach. Nuisance definitions of this nature are used across local government.
5	Cat curfew	Legislation changes would be required in order to implement a curfew.
4	Permit requirements for owning more than two cats	Education programme for cat owners which will include information on how to gain a permit to own more than two cats. These permits will be assessed on a case by case basis and those that are required to apply will include owners that already own more than two cats. The City holds records of cat registration by address and will communicate with owners.
4	Education campaign on the environmental impact of cats	An education programme has been undertaken with those areas that have been identified as being near an environmentally sensitive area, such as Fairy Tern sanctuary. Awareness education will continue with the enforcement of this local law.

On the 26 July 2019, City officers wrote to the Minister for Local Government, Minister for Agriculture and Minister for Environment seeking input into the proposed local law. Two responses were received which included amendments to the proposed local law (refer **Attachment 3**). An overview of the responses and proposed amendments are below:

- The DLGSC proposed an amendment to Clause 3.2 (2) Cats for which a permit is not required. Under the *Cat (Uniform Local Provisions) Regulations 2013* vet surgeries and cat management facilities are exempt from the need to apply for a permit, however, no such exemption is provided for pet shops. Therefore pet shops have been removed from Clause 3.2 (2) of the City of Mandurah Cat Local Law 2019. The City will prepare a permit to address pet stores subject to appropriate animal welfare conditions being met.

In addition the Department suggested some minor amendments to the local law, these amendments related to the format and drafting style of the local law and do not alter the intent of the local law. The suggested amendments have now been incorporated into the City of Mandurah Cat Local Law 2019.

- The Minister for Environment advised that he is welcoming of the City's proactive approach to this matter and made the suggestion to include a penalty for failing to comply with an abatement notice. This amended was considered appropriate and has been incorporated into the local law. The Department of Biodiversity, Conservation and Attractions (DBCA) provided advice via the Minister for Environment, indicating the DBCA's support for the local law and measures to

encourage and facilitate positive outcomes for biodiversity conservation through responsible pet ownership.

- The above suggested amendments have now been incorporated into the City of Mandurah Cat Local Law 2019.

Consultation

In the development of the local law the City formed a Cat Management Working Group chaired by Councillor Knight, consisting of internal and external key stakeholders, including the City's Rangers, Environmental Services, City Parks, Governance Services, Mandurah Environmental Working Group, Peel-Harvey Catchment Council and Peel-Harvey Biosecurity Group.

The City commenced advertising the local law on 24 July 2019 and closed on 13 September 2019. During this time, advertisements were placed in the Mandurah Mail, City of Mandurah Website and consultation platform *Have your say* and on all City notice boards. The local law was also forwarded to the Minister for Local Government, Minister for Agriculture and Minister for Environment for comment.

Statutory Environment

The *Cat Act 2011* forms the key legislative document covering cats within Western Australia.

Section 79 of the *Cat Act 2011* provides that local governments can create local laws.

Local Government Act 1995 Part 3, Division 2, Subdivision 2 - Local laws made under any Act.

3.12 Procedures for making local laws

- (1) In making a local law a local government is to follow the procedure described in this section, in the sequence in which it is described.
- (2) At a council meeting the person presiding is to give notice to the meeting of the purpose and effect of the proposed local law in the prescribed manner.
- (4) After the last day for submissions, the local government is to consider any submissions made and may make the local law* as proposed or make a local law* that is not significantly different from what was proposed.

* *Absolute majority required.*

- (5) After making the local law, the local government is to publish it in the *Gazette* and give a copy of it to the Minister and, if another Minister administers the Act under which the local law is proposed to be made, to that other Minister.
- (6) After the local law has been published in the *Gazette* the local government is to give local public notice —
 - (a) stating the title of the local law; and
 - (b) summarizing the purpose and effect of the local law (specifying the day on which it comes into operation); and
 - (c) advising that the local law is published on the local government's official website and that copies of the local law may be inspected at or obtained from the local government's office.

Policy Implications

Nil.

Economic Implications

Gazettal and advertising costs are accommodated in the 2019/20 budget allocated to Governance Services.

Once the local law is enacted the costs relating to compliance of the local law will be funded from the City's animal control budget administered through the Ranger Services team. The City Parks team also utilise a nuisance animal contractor to undertake cat trapping.

Activities will be able to be managed within existing budgets.

Risk Analysis

There is the potential risk that the proposed local law may not be supported by the JSCDL. In the development of the local law, the City has carefully considered other local government local laws which have been reviewed by the JSCDL.

Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2017 – 2037* are relevant to this report:

Environment:

- Protect and ensure the health of our natural environment and waterways.
- Encourage and enable our community to take ownership of our natural assets, and to adopt behaviours that assist in achieving our environmental targets.

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Cats are known to have a significant impact on native fauna and effective cat management will assist in resolution and nuisance issues and the protection of local biodiversity. There has been strong community and environmental group support indicated for a stronger approach from the City.

Advertising of the City of Mandurah Cat Local Law 2019 is now complete. Council is requested to consider the submissions received and the City's response and adopt the City of Mandurah Cat Local Law 2019.

NOTE:

- | | | |
|---------|---------------------------------------|--|
| • Refer | <i>Attachment 1</i> | <i>City of Mandurah Cat Local Law 2019</i> |
| | <i>Attachment 2</i> | <i>Summary of Community and Environmental Groups submissions.</i> |
| | <i>Attachment 3</i> | <i>Correspondence from Minister and Department</i> |
| | <i>Confidential Attachment</i> | <i>Full Community and Environmental Groups submissions</i> |

RECOMMENDATION

1. **The Presiding Member to read aloud the City of Mandurah Cat Local Law 2019 purpose and effect:**
 - 1.1. **The purpose of this local law is to make provisions about the keeping of cats, to control the number of cats that can be kept, the places where cats can be kept and prescribe areas in which cats are prohibited.**

- 1.2. The effect of this local law is to extend the control over cats which exist under the Cat Act 2011.**

That Council resolve to:

- 2. Adopt the City of Mandurah Cat Local Law 2019 in *Attachment 1*.**
- 3. Cause the City of Mandurah Cat Local Law 2019 to be published in the Government Gazette, and provide a local public notice stating the purpose and effect of the local law, when the law will come into operation and that copies are available for public inspection.**
- 4. Authorises the Chief Executive Office to complete and sign, with the Mayor, the Explanatory Memorandum and Statutory Procedures Checklist for the process, as required to be provided to the Joint Standing Committee on Delegated Legislation and the Minister for Local Government; Heritage; Culture and The Arts within ten days of the Gazettal Notice publication date.**

CAT ACT 2011
LOCAL GOVERNMENT ACT 1995
City of Mandurah
CAT LOCAL LAW 2019

Under the powers conferred by the *Cat Act 2011*, the *Local Government Act 1995* and by all other powers enabling it, the Council of the City of Mandurah resolved on XXXX XXXX to make the following local law.

Part 1 – Preliminary

1.1 Citation

This local law may be cited as the *City of Mandurah Cat Local Law 2019*.

1.2 Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Definitions

In this local law unless the context otherwise requires –

Act means the *Cat Act 2011*;

applicant means the occupier of the premises who makes an application for a permit under this local law;

authorised person means a person authorised by the local government, under section 9.10 of the *Local Government Act 1995* to perform the functions conferred on an authorised person under this local law;

cat means an animal of the species *felis catus* or a hybrid of that species;

cat management facility means –

- (a) a facility operated by a local government that is, or may be, used for keeping cats;
- (b) a facility for keeping cats that is operated by a person or body prescribed; or
- (c) a facility for keeping cats that is operated by a person or body approved in writing by a local government;

cat prohibited area means an area as outlined in Schedule 3;

cattery means any premises where more than 3 cats are kept, bred, boarded, housed or trained temporarily, whether for profit or otherwise, and where the occupier of the premises is not the ordinary owner of the cats;

CEO means the Chief Executive Officer of the local government;

district means the district of the local government;

effective control in relation to a cat means any of the following methods –

- (a) held by a person who is capable of controlling the cat;
- (b) securely tethered;
- (c) secured in a cage; or
- (d) any other means of preventing escape;

grouped dwelling as defined by the Scheme;

local government means the City of Mandurah;

multiple dwelling as defined by the Scheme;

nuisance means –

- (a) an activity or condition which is harmful or annoying and which gives rise to legal liability in the tort of public or private nuisance at law;
- (b) an unreasonable interference with the use and enjoyment of a person of his or her ownership or occupation of land;
- (c) interference which causes material damage to land or other property on the land affected by the interference; or

owner has the meaning given to it in the Act;

permit means a permit issued by the local government under Part 3;

permit holder means a person who holds a valid permit under Part 3;

premises includes the following –

- (a) land (whether or not vacant);
- (b) the whole or part of a building or structure (whether of a permanent or temporary nature);
and
- (c) a vehicle;

RSPCA means the Royal Society for the Prevention of Cruelty to Animals (Inc) of Western Australia;

Schedule means a schedule to this local law;

Scheme means a planning scheme of the local government made by it under the *Planning and Development Act 2005* and its antecedents; and

Veterinarian means a registered veterinary surgeon as defined in the *Veterinary Surgeons Act 1960* section 2.

Part 2 – Cat control

2.1 Cat not to be a nuisance

- (1) An owner shall not allow a cat to be or create a nuisance.
- (2) Where in the opinion of an authorised person, a cat is creating a nuisance, the local government may give written notice to the owner of the cat requiring that person to abate the nuisance.
- (3) When a nuisance has occurred and a notice to abate the nuisance is given, the notice remains in force for the period specified by the local government in the notice which shall not exceed 28 days.
- (4) A person given a notice to abate the nuisance shall comply with the notice within the period specified in the notice.

2.2 Cat prohibited areas

- (1) A cat shall not be in the places specified in Schedule 3 at any time, whether or not under effective control.
- (2) If a cat is in a Cat Prohibited Area in contravention of subclause (1), then the owner of the cat commits an offence unless the owner of the cat has first obtained written authorisation from the local government.

Part 3 – Permits for keeping cats

3.1 Interpretation

In this part, and for the purposes of applying the definition of ‘cattery’, *cat* does not include a cat less than 6 months old.

3.2 Cats for which a permit is required

- (1) Subject to subclause (2) a person is required to have a permit to –
 - (a) keep more than 2 cats on any premises; or
 - (b) use any premises as a cattery or cat management facility.
- (2) A permit is not required under subclause (1) if the premises concerned are –
 - (a) a refuge of the RSPCA or any other body prescribed in regulation 4 of the *Cat Regulations 2012*;
 - (b) a cat management facility which has been approved by the local government; or
 - (c) a veterinary surgery.

3.3 Application for permit

- (1) An application for a permit under clause 3.2 shall be –
 - (a) made in writing by an occupier of the premises in relation to those premises;
 - (b) in a form approved by the local government, describing and specifying the number of cats to be kept on the premises;

- (c) accompanied by a brief reason and justification for the request;
- (d) accompanied by the plans of the premises to which the application relates in the form determined by the local government from time to time;
- (e) accompanied by the consent in writing of the owner of the premises where the occupier is not the owner of the premises to which the application relates; and
- (f) accompanied by the application fee for the permit determined by the local government from time to time.

3.4 Refusal to determine application

The local government may refuse to determine an application for a permit if it is not made in accordance with clause 3.3.

3.5 Factors relevant to the determination of application

- (1) In determining an application for a permit the local government may have regard to –
 - (a) the reasons and justification provided for the request;
 - (b) the physical suitability of the premises for the proposed use;
 - (c) the suitability of the zoning of the premises under any Scheme which applies to the premises for the proposed use;
 - (d) the environmental sensitivity and general nature of the location surrounding the premises for the proposed use;
 - (e) the structural suitability of any enclosure in which any cat is to be kept;
 - (f) the likelihood of a cat causing nuisance, inconvenience, or annoyance to the occupiers of adjoining land;
 - (g) the likely effect on the amenity of the surrounding area of the proposed use;
 - (h) the likely effect on the local environment including any pollution or other environmental damage, which may be caused by the use;
 - (i) any submissions received under subclause (2) within the time specified in subclause (2); and
 - (j) such other factors which the local government may consider to be relevant in the circumstances of the particular case.
- (2) The local government may require an applicant to –
 - (a) consult with nearby landowners; or
 - (b) advise nearby landowners that they may make submissions to the local government on the application for a permit within 14 days of receiving that advice, before determining the application for the permit.
- (3) The local government may specify the extent of consultation with nearby residents, as specified in subclause 3.5(2)(a) and may specify which properties should be consulted.

3.6 Decision on application

- (1) The local government may –
 - (a) approve an application for a permit as it was submitted, in which case it shall approve it subject to the conditions in clause 3.7 and may approve it subject to any other conditions it sees fit;
 - (b) approve an application but specify an alternative number of cats permitted to be housed at the address; or
 - (c) refuse to approve an application for a permit.

- (2) If the local government approves an application under subclause (1), then it shall issue a permit to the applicant in the form determined by the CEO.
- (3) If the local government refuses to approve an application under subclause (1) then it shall advise the applicant accordingly in writing.

3.7 Conditions

- (1) Every permit is issued subject to the following conditions –
 - (a) each cat kept on the premises to which the permit relates shall comply with the requirements of the Act;
 - (b) each cat shall be contained on the premises unless under the effective control of a person;
 - (c) the permit holder will provide adequate space for the exercise of the cats;
 - (d) the premises shall be maintained in good order and in a clean and sanitary condition; and
 - (e) those conditions contained in Schedule 1.
- (2) In addition to the conditions in subclause (1) of this clause, a permit may be issued subject to other conditions, as the local government considers appropriate.

3.8 Compliance with conditions of permit

A permit holder shall comply with each condition of a permit.

3.9 Duration of a permit

Unless otherwise specified in a condition on a permit, a permit commences on the date of issue and expires –

- (a) if it is revoked; or
- (b) if the permit holder ceases to reside at the premises to which the permit relates.

3.10 Revocation

The local government may revoke a permit if the permit holder fails to observe any provision of this local law or a condition of a permit.

3.11 Permit not transferable

A permit is not transferrable either in relation to the permit holder or the premises.

3.12 Permit to be kept at premises and available for view

- (1) A permit issued by the local government shall be kept at the premises to which it applies and shall be provided to an authorised person on demand.
- (2) In the case of a registered cattery or cat management facility, the permit shall be displayed in a prominent place within the premises.

Part 4 – Miscellaneous

4.1. Giving of an infringement notice

- (1) A notice given under this local law may be given to a person –
 - a) personally;
 - b) by postal mail addressed to the person; or
 - c) by leaving it for the person at her or his address.

Part 5 – Objections and appeals

5.1. Objections and appeal rights

Any person who is aggrieved by the conditions imposed in relation to a permit, the revocation of a permit, or by the refusal of the local government to grant a permit may object or appeal against the decision under Division 1 of Part 9 of the *Local Government Act 1995*.

Part 6 – Offences and penalties

6.1 Offences

- (1) Any person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law that person is prohibited from doing, commits an offence.
- (2) Unless otherwise specified, any person who commits an offence under this local law is liable on conviction, to a penalty not exceeding \$5,000, and if the offence is of a continuing nature, to a further penalty not exceeding a fine of \$500 in respect of each day or part of a day during which the offence has continued.

6.2 Prescribed offences

- (1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 63 of the Act.
- (2) The amount of the modified penalty for a prescribed offence is that specified adjacent to the item in Schedule 2.

6.3 Forms

- (1) The issue of infringement notices, their withdrawal and the payment of modified penalties are dealt with in Division 4 of Part 4 of the Act.
- (2) An infringement notice in respect of an offence against this local law may be given under section 62 of the Act and is to be in the form of Schedule 1, Form 6 of the *Cat Regulations 2012*.
- (3) A notice sent under section 65 of the Act withdrawing an infringement notice is to be in the form of Schedule 1, Form 7 of the *Cat Regulations 2012*.

Schedule 1 – Additional conditions applicable to particular permits

[Clause 3.7]

A. Permit to keep more than 2 cats

Additional conditions:

- (1) In the case of a grouped dwelling where there is no suitable dividing fence or multiple dwellings on the same level, the written consent to the application for a permit of the occupier of the adjoining dwellings has been obtained.
- (2) Without the consent of the local government, the permit holder will not substitute or replace any cat that is the subject of a permit once that cat –
 - (a) dies; or
 - (b) is permanently removed from the premises.

B. Permit to use premises as a Cattery or Cat Management Facility

Additional conditions:

- (1) All building enclosures must be structurally sound, have impervious flooring, be well lit and ventilated and otherwise comply with all legislative requirements.
- (2) There is to be a feed room, wash area, isolation cages and maternity section.
- (3) Materials used in structures are to be approved by the local government.
- (4) The internal surfaces of walls are, where possible, to be smooth, free from cracks, crevices and other defects.
- (5) All fixtures, fittings and appliances are to be capable of being easily cleaned, resistant to corrosion and constructed to prevent the harbourage of vermin.
- (6) Washing basins with a minimum of running cold water are to be available to the satisfaction of the local government.
- (7) The maximum number of cats to be kept on the premises stated on the permit is not to be exceeded.
- (8) A register is to be kept recording in respect of each cat the –
 - (a) date of admission;
 - (b) date of departure;
 - (c) breed, age, colour and sex; and
 - (d) name and residential address of the owner.
- (9) The register is to be made available for inspection on the request of an authorised person.
- (10) Enclosures are to be thoroughly cleaned each day and disinfected at least once a week to minimise disease.

- (11) Any sick or ailing cat is to be removed from the premises or transferred to an isolation cage separated from other cats kept on the premises.
- (12) Any other matter which in the opinion of the local government is deemed necessary for the health and wellbeing of any cat, or person, or adjoining premises or the amenity of the area (or any part thereof).

Schedule 2 – Prescribed offences

[Clause 6.2]

ITEM	CLAUSE	DESCRIPTION	MODIFIED PENALTY
1.	2.1(1)	Cat causing a nuisance	\$200
2.	2.1(4)	Failure to comply with an abatement notice	\$200
3.	2.2(2)	Cat in prohibited area	\$200
4.	3.2(1)	Failure of a person to hold a permit when required	\$200
5.	3.8	Breach of a condition of a permit	\$200
6	6.1(2)	Other offences not specified	\$200

Schedule 3 – Cat prohibited areas

[Clause 2.2]

Places where cats are prohibited:

Official/Common Name	Land Information	Description
Marlee Reserve	<ul style="list-style-type: none"> Reserve 41392 - Lot 806 Mulga Drive & Lot 3048 Marlee Road, Parklands. Lot 9015 Mulga Dr, Parklands. 	<ul style="list-style-type: none"> Bushland bounded by Mulga Drive, Marlee Road & Mandjoogoordap Drive.
Fairy Tern Sanctuary	<ul style="list-style-type: none"> Portion of Reserve 47584 - opposite intersection of Breakwater Parade & Spinnaker Quays, Mandurah. 	<ul style="list-style-type: none"> Within fenced enclosure for Fairy Tern Sanctuary only, (abuts the western end of Town Beach).
Dawesville Reserve	<ul style="list-style-type: none"> Reserve 34226 - Lot 1664, 2-10 Dawesville Road, Dawesville. Reserve 48804 - Lot 4000 Dawesville Road, Dawesville 	<ul style="list-style-type: none"> Bushland bounded by Leura St, Old Coast Rd & Dawesville Rd. Bushland bounded by Boyanup Rd, Dardanup Pwy, Dawesville Rd & Old Coast Rd.
Warrungup Spring Reserve	<ul style="list-style-type: none"> Portion of Reserve 860 - Lot 2352 (400 Estuary Road), Lot 1941 (56 Wilderness Drive) & Lot 461 Estuary Road, Dawesville, Note: Excludes the eastern side of Estuary Road (Lot 2353). 	<ul style="list-style-type: none"> Bushland bounded by Jinatong Loop and Estuary Road (western side of Estuary Road only).

Marlee Reserve



Fairy Tern Sanctuary



Dawesville Reserve





Dated this.....day of 2019.

The Common Seal of the City of Mandurah was affixed by authority of a resolution of the Council
in the presence of -

RHYS JOHN WILLIAMS
Mayor

MARK ROBERT NEWMAN
Chief Executive Officer

SUBMISSIONS FROM CONSULTATION CAT LOCAL LAW 2019

CONSULTATION PERIOD (BETWEEN 24/07/19 TO 13/09/19)

	Respondent	Submission (Summarised comments)	City of Mandurah Response
1.	J.Hughes Via email	In support: (a) Management of neighbourhood cats causing a nuisance. (b) Cats should have the same controls as dogs: (i) Contained on their own property. (ii) Cats caught outside their own property should be impounded. (iii) Infringement for offences. (iv) All reserves, natural areas should be prohibited and fines enforced. (v) New developments should have special conditions re Cat Ownership. (vi) Instruction available via City Website on how to build cat enclosures. (vii) Wandering cats are as detrimental as feral cats. (viii) Cat Curfew at night.	(a) Nuisance issues would be able to be addressed through the proposed local law. To minimise environmental impacts state wide cat containment should be included in the revised <i>Cat Act 2011</i> . (b) Noted. (i) The ability to contain cats on their own property requires State legislation changes. The City has addressed this as part of the submission in the review of the <i>Cat Act 2011</i> . (ii) Noted, see (i.). (iii) Noted. (iv) Noted, as part of the City's submission for the <i>Cat Act 2011</i> review, the City requested that consideration be made to include the ability for Council's to create prohibited areas without a local law amendment, instead through Council resolution, similar to the <i>Dog Act 1976</i> . The City intends to consider future expansion of the prohibited areas considering the environmental outcomes from this local law. (v) Legislation relating to cat containment should be contained with the revised <i>Cat Act 2011</i> . (vi) Noted. (vii) Noted. (viii) Noted, State legislation would address this, the City has not included a curfew requirement as the submission identifies containment to owners property, as such a curfew would not be required.
2.	H.Parsons Via email	Clarification (a) Permit requirements for more than 2 cats and possible changes to home required to meet conditions. (b) Does the new requirement apply going forward or for current owners of 3 cats?	(a) Education programme for cat owners will include information on how to apply for a permit to own more than 2 cats. (b) These permits will be assessed on a case by case basis and those that are required to apply will include owners that already own more than 2 cats. The City holds records of cat registration by

			address and will communicate with owners.
3.	R. Williams Via email	Against (a) Cats should be allowed to explore around their boundaries (b) Wildlife areas should have fences for protection (c) Concerned that pet owners will be fined.	(a) The Local Law does not restrict cats from exploring, but gives the City the ability to address nuisance behaviour. (b) Noted. (c) The City always takes an education over enforcement approach and owners will be given an opportunity to address the issue when possible, before an infringement is issued.
4.	M Walton Wildern Court, Greenfields	In support	Noted.
5.	(no surname provided) Via telephone	Clarification (a) Already own more than 2 cats prior to permit, will a permit still be needed. (b) What will the conditions be for own more than 2 cats.	(a) Yes (b) See response 2(b).
6.	M. Cedervall Via email	Against (a) Definition of nuisance and how it will be defined and applied. (b) How will the City control cats from wandering into neighbour's yard? (c) Confinement of a cat, is unreasonable. (d) Not feasible to build a full enclosed backyard.	(a) A complaint of a nuisance will be addressed on a case by case basis. Prior to enforcement action the City would need to be satisfied an offence has occurred. Nuisance definitions of this nature are used across local government. (b) See response 1(b)(i). (c) See response 1(b)(i). (d) Information on how to enclose a backyard will be available via the City website.
7.	B. & S. King Via email	In support (a) All reserves should be prohibited areas. (b) Cats to be confined to a cat run.	Noted (a) See response 1(b)(iv). (b) See response 1(b)(i).
8.	Mandurah Environment & Heritage Group Via "Have your say"	In support (a) Extend in future reserves.	(a) See response 1(b)(i).
9.	No surname provided Via "Have your Say"	In support (a) Education of residents as to the environmental impact of cats. (b) Future hope to confine cats to residence. Notes that this is a State government requirement.	(a) Noted, an education programme has been undertaken with those areas that have been identified as being near an environmentally sensitive area, such as Fairy Tern sanctuary. Awareness education will continue with the enforcement of this local law. (b) Noted, see response 1(b)(i).
10.	No surname provided Via "Have your say"	In support (a) Use of the local law to manage nuisance cats and neighbour disputes.	(a) The local law will give authorised officers the opportunity to consider and respond to complaints of nuisance cats. The City will combine reserve trapping and educative initiatives.

11.	M. Nicholson Via "Have your say"	In support (a) Confine cats to owner's property. (b) All areas outside of the property to be prohibited.	(a) Noted, see response 1(b)(i). (b) Noted, see response 1(b)(iv).
12.	Y. Mcardle Via "Have your say"	In support (a) Same rules as dogs. (b) Only reputable breeders can have unneutered cats.	(a) Noted, see response 1.(b)(i). (b) Noted, <i>Cat Act 2011</i> requires all cats over the age of 6 months to be sterilised, unless an approved as a breeder by the local government.
13.	No surname provided Via "Have your say"	In support (a) All bush based reserves to be prohibited areas. (b) Same rule as dogs: Confined to property unless restrained. (c) Training for rangers to respond to new local law. (d) Expansion of the local law suggested.	(a) Noted, see response 1(b)(iv). (b) Noted, see response 1(b)(i). (c) Noted. (d) Noted, this local law will provide new avenues for managing cats in Mandurah and is based on local laws already in effect at other local governments. Future amendments to this local law may be influenced or effected by the <i>Cat Act 2011</i> review.
14.	No surname provided Via "Have your say"	In support (a) Cats to be confined to property.	(a) Noted, see response 1(b)(i).
15.	B. Sullivan Via "Have your say"	In support (a) Definition of nuisance cats is inadequate. (b) Microchipping should be mandatory.	(a) This definition has been used in other local laws and has not been altered by the Joint Standing Committee for Delegated Legislation, because of this the City determines the definition to be sufficient for the current purposes of the local law. Persons making a nuisance cat complaint will be required to satisfy the authorised officer the cat is a nuisance. (b) Microchipping is mandatory and enforceable under the <i>Cat Act 2011</i> .
16.	No surname provided Via "Have your say"	In support (a) Cat Curfew. (b) Sterilization required. (c) Mandatory Microchipping.	(a) See response 1(b)(viii). (b) See response 12(b). (c) See response 15(b).
17.	C. Corker Via "Have your say"	In support (a) Cats to be restricted to owners property at all times. (b) Penalty for trapped cats off own property. (c) Higher penalty for cats in nature reserve. (d) Education campaign about the impact of cats on wildlife.	(a) See response 1(b)(i). (b) Any cat trapped in a prohibited area is an offence under this local law and has a penalty assigned. Cats trapped for any other reason are impounded and pound fees may apply. (c) The penalty is in line with other City local laws. (d) See response 9(a).
18.	A.Hunter	In Support (a) No free roaming cats.	(a) See response 1(b)(i).
19.	No surname provided Via "Have your say"	In support (a) Same rules as dogs: (i) Kept at home.	(a) State legislation changes would be required.

		(ii) Walk on a lead. (iii) Registration. (iv) Restricted numbers.	(i) See response 1(b)(i). (ii) State legislation changes would be required. (iii) Addressed <i>Cat Act 2011</i> . (iv) Addressed in local law.
20.	C. Greenwell Via "Have your say"	In support (a) Cat curfew.	(a) Noted, see response 1(b)(viii).
21.	No surname provided Via "Have your say"	Comment (a) Cats found in reserves will be euthanized.	(a) Impoundment requirements under state legislation and owner identification to be attempted and infringement is possible under this local law.
22.	L. Lovell Via "Have your say"	Comment (a) Same laws as dogs. (b) Curfew for night time. (c) Sterilization.	(a) See response 19(a). (b) See response 1(b)(viii). (c) Required by <i>Cat Act 2011</i> .
23.	L. King Via "Have your say"	Comment (a) "the Working Party had a bias against cats which is reflected in the Cat Local Law. (b) Local law should ban the sale of cats and kittens in pet shops. (c) Should be made illegal to abandon or dump a cat. (d) Local law is requiring a permit for 2 or more cats however if the statistics are correct then why require a permit if we can't even enforce sterilisation, microchipping and registration. (e) Permit for 2 or more cats is unreasonable. More than four cats should require a permit. (f) Allowing only 2 or more cats could make it more difficult to place abandoned cats in good homes with responsible cat owners. (g) Members of the community who do not like cats could use the nuisance clause to make life difficult of cat owning neighbours and concerned "there will be a bias against cat owners when complaints of cat nuisance are lodged." (h) Supportive of the prohibited areas, "home owners who live opposite or close to a nature reserve have a responsibility for the protection of wildlife in their Reserves" "they (home owners) should enclose their garden area to prevent cats from getting into the reserve areas." (i) "I feel that rather than a genuine attempt to protect the environment, the Cat Local Law panders to anti cat sentiment, is very narrow in its environmental focus and does not genuinely address the stray cat problem.	(a) The Cat Management Working Group included members from a number of Community Environmental groups and the group considered both responsible pet ownership, cat welfare and the environmental impact of cats. (b) The <i>Cat Act 2011</i> requires breeders to be registered. (c) The Animal Welfare Act provides offences for abandonment of animals. (d) Noted. (e) Permits can be issued for a higher number of cats if considered appropriate. (f) Noted. (g) Complaints must be substantiated. (h) Noted. (i) Noted submission has been provided on review of the <i>Cat Act 2011</i> .
24.	S. Way Via "Have your say"	In support (a) City to "address the issue of significant non-compliance with the <i>Cat Act 2011</i> , namely registration and de-sexed domestic cats". (b) "definition of "creating a nuisance" extended to include cats' impacts to native wildlife" (c) "extension of prohibited areas".	(a) In the past the City has door knocked throughout the City to inform and request registration of their cats. Education will continue with the introduction of this local law. (b) Definition of is nuisance based on feedback from the Joint Standing

		<p>(d) Include cat conferment in the local law or a cat curfew.</p> <p>(e) Propose that new housing developments must have cats contained.</p> <p>(f) Sustained community education campaign advocating responsible cat ownership.</p>	<p>Committee on Delegated Legislation.</p> <p>(c) See response 1(b)(iv).</p> <p>(d) See response 1(b)(i) and 1(b)(viii).</p> <p>(e) See response 1(b)(v).</p> <p>(f) See response 9(a).</p>
25.	Peel Preservation Group Inc	<p>In support</p> <p>(a) Broaden the definition of nuisance to include any cat wandering around at night on any property that does not belong to the owner.</p> <p>(b) Mandatory registration, and identification (microchipping).</p> <p>(c) Extend the prohibited areas to include all nature reserves.</p>	<p>(a) See response 1(b)(i).</p> <p>(b) See response 15(b) and 19(a)(iii).</p> <p>(c) See response 1(b)(iv).</p>
26.	RonDi Via "Have your say"	<p>In support</p> <p>a) Include reserve 44653 in Dawesville, a reserve which has Western Ringtail possums known to exist on the area and which is currently serviced by the possum rope bridge. "Further the green belts providing access from this reserve to Warragup Springs reserve and Dawesville reserve mentioned in Schedule 3".</p>	<p>(a) See response 1(b)(iv).</p>
27.	B. Small Via "Have your say"	<p>In support</p> <p>a) Include all City managed reserves as prohibited areas.</p> <p>b) "Address the issue of non-compliance with the <i>Cat Act 2011</i>, i.e. namely the lack of registered and de-sexed domestic cats.</p>	<p>(a) See response 1(b)(iv).</p> <p>(b) See response 24(a).</p>
28.	Peel Harvey Catchment Council	<p>In support</p> <p>a) Support all components of the local law including controlling number of cats that can be kept, the places where cats can be kept, defining the offence of 'nuisance' and prescribing areas in which cats are nuisance.</p> <p>b) Comprehensive public awareness campaign should be undertaken.</p> <p>c) City to maintain an ongoing Responsible Cat Ownership program. Such a campaign could draw on existing resources and the learnings from similar programs, such as 'Pets Away Possums Play' and materials from RSPCA and Birdlife Australia.</p> <p>d) Support the 4 prohibited areas and are hopeful other prohibited areas can be gazetted in future, including areas under state government management.</p> <p>e) "The environmental significance of all proposed Prohibited Areas should be demonstrated to the community, for example, through the City's Local Biodiversity Strategy or other similar robust, frameworks."</p> <p>f) Encourage the City to regularly review the implementation of the local law (annually for first 3 years), and that a public review occur after three years of implementation. PHCC would be open to be involved in these</p>	<p>(a) Noted.</p> <p>(b) Noted, see response 9(a).</p> <p>(c) Noted.</p> <p>(d) Noted, see response 1(b)(iv).</p> <p>(e) Noted.</p> <p>(f) Noted.</p>

		reviews, possibly as part of a reconvened Cat Management Working Group.	
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19 AUG 2019

Doc #

Officer

Minister for Environment; Disability Services; Electoral Affairs
Deputy Leader of the Legislative Council

Your Ref: F0000188290
Our Ref: 62-15774

Ms Louise Clark
A/Senior Governance Officer
City of Mandurah
PO Box 210
MANDURAH WA 6210

Dear Ms Clark

Thank you for your correspondence received in this office on 2 August 2019 regarding the City of Mandurah's Proposed Cat Local Law 2019. I appreciate the opportunity to make a submission on the proposed local law as cats are having a significant impact on our native wildlife.

In considering the local law I have received advice from the Department of Biodiversity, Conservation and Attractions (DBCA), which supports the proposed law and measures to encourage and facilitate positive outcomes for biodiversity conservation through responsible pet ownership.

I note the proposed law aims to protect native species from cats by identifying areas with conservation values (to be prescribed in Schedule 3) and providing an offence when cats are in these areas. I understand this will assist compliance efforts in relation to cats that are registered under the *Cat Act 2011*. DBCA has also advised that compliance may be further assisted if a penalty is prescribed for failing to comply with an abatement notice (subclause 2.1(4)).

Thank you again for the opportunity to comment on the proposed law and I welcome the City's proactive approach to this important matter.

Yours sincerely

Hon Stephen Dawson MLC
MINISTER FOR ENVIRONMENT

15 AUG 2019

Email received 6 September 2019 - Department of Local Government, Sport and Cultural Industries

Dear Louise,

This email is regarding the City's draft cat local law. No significant issues were identified but some minor comments are noted below:

Cat Local Law 2019

1. Clause 3.2 - Standard number of cats

It is suggested that clause 3.2(2)(d) be deleted.

Under the Uniform Cat Regulations, a local law can specify the standard number of cats that may be kept on a property. Anyone wishing to keep more cats than the standard number must apply for a permit from the City.

The Regulations exempt vet surgeries and cat management facilities from the need to apply for a permit. However, no such exemption is provided for pet shops.

2. Minor edits

The following minor edits are suggested:

- Clause 3.9: The designation "(1)" can be removed as the clause doesn't have multiple subclauses.
- Schedule 2: The City may wish to insert a modified penalty for clause 3.12 or alternatively, add a modified penalty for clause 6.1(2) titled "Other offences not specified".

Minister's Directions – pursuant to s 3.12(7) of the *Local Government Act 1995*

Please note: once the City has published a local law in the *Government Gazette*, the City must comply with the requirements of the Minister's *Local Laws Explanatory Memoranda Directions 2010*. The City must, within 10 working days of the Gazettal publication date, forward the signed Explanatory Memoranda material to the Committee at the current address:

Committee Clerk
Joint Standing Committee on Delegated Legislation
Legislative Council Committee Office
GPO Box A11
PERTH WA 6837
Email: delleg@parliament.wa.gov.au
Tel: 9222 7404
Fax: 9222 7805

A copy of the Minister's Directions and Explanatory Memoranda forms can be downloaded from the Department of Local Government and Communities website at www.dlgsc.wa.gov.au. Failure to comply with the Directions may render the local law inoperable.

Please note that my comments:

- have been provided to assist the City with drafting matters in relation to the local law;
- do not constitute legal advice;
- have been provided in good faith for the City's consideration; and
- should not be taken as an approval of content.

The City should ensure that a detailed editorial analysis of the proposed local law has been undertaken and that the content of the local law is in accordance with the City's policies and objectives.

Regards

Steven Elliott

Senior Legislation Officer

Department of Local Government, Sport and Cultural Industries

140 William Street, Perth WA 6000

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The Department acknowledges the Aboriginal peoples of Western Australia as the traditional custodians of this land, and we pay our respects to their Elders past and present.

18	SUBJECT:	Tender Number 16-2019 – Falcon Skate Park
	CONTACT OFFICER:	Tahlia Jones
	AUTHOR:	Gabriel Puerta / Erin Johnson / Joanne Dunn
	FILE NO:	F0000219848

Summary

In April 2019 Council endorsed the Falcon Reserve Activation Plan. The Plan is focused on improving passive recreation opportunities for the local community within the existing reserve. An upgrade to Falcon Skate Park was one of the main components of the Activation Plan.

The upgrade of the skate and BMX park will include:

- Demolition of a small portion of the existing park;
- New concrete and steel features for the skate park as transitions, ledges, stairs, rails and banks;
- New storm water drainage;
- New shade structure;
- Concrete paths and;
- Gardens and landscape.

The City of Mandurah (the City) has been successful in gaining a Lotterywest grant of \$200,000 to support the delivery of the upgrade.

The City invited tenders for the Falcon Skate Park Upgrade (T16-2019) for the construction of the new upgrade and as a result of the evaluation of tendered submissions, Council is now requested to accept Concrete Skateparks ATF Lewers Family Trust as the preferred tenderer.

Disclosure of Interest

Nil.

Location

Falcon Reserve (R 32501) is located on Old Coast Road in Falcon, surrounded by Flame Street, Lynda Street and Melita Street.



Previous Relevant Documentation

G.15/4/19 30 April 2019

That Council:

1. Note the engagement process carried out for the Falcon Reserve Activation Plan.
2. Endorse the Falcon Reserve Activation Plan as a guiding document to the delivery of capital upgrades at Falcon Reserve.
3. Endorse the concept plan for the Falcon Skate Park upgrade.
4. Note the 2019/20 draft capital budget includes a request for \$620,000 for the delivery of the Falcon Skate Park Upgrade and Stage 1 of the district play space.
5. Note future stages of the Falcon Reserve Activation Plan implementation will be put forward for consideration as part of the City's annual budget process.

Background

In line with the objectives of the Mandurah Active Recreation Strategy and the Skate and BMX Strategy, the City developed an Activation Plan for Falcon Reserve that aimed to improve public recreation amenities and enhance access for local residents.

Whilst retaining the built structures within the site, the major capital outcomes of the Activation Plan are:

1. To upgrade the Skate and BMX Park;
2. To develop two new unisex change rooms for the South Mandurah Football Club;
3. To upgrade the existing change rooms at the Falcon Pavilion in line with unisex design guidelines; and
4. To improve and enhance passive recreation opportunities for the community.

Comment

T16-2019 was advertised in the 19 September 2019 edition of the 'West Australian' newspaper and Mandurah Mail and was also displayed on notice boards at the Administration Centre and the relevant City Libraries. The tender was made available on the City's Tenderlink portal <https://www.tenderlink.com/mandurah>.

A non-mandatory site inspection was held on Thursday 26 September 2019 at Falcon Skate Park.

T16-2019 closed at 2:00pm on 22 October 2019. Submissions were in accordance with regulation 18(1) of the *Local Government (Functions & General) Regulations 1996*, where no tenders were received after the closing deadline. Submissions were received from the following:

1.	D.B.Cunningham Pty Ltd t/a Advanteering Civil Engineers	West Perth, WA
2.	Concrete Skateparks ATF Lewers Family Trust	Point Lookout, QLD
3.	Convic Pty Ltd	Richmond, VIC
4.	Menchetti Consolidated Pty Ltd	Osborne Park, WA
5.	Dynami (QLD) Pty Ltd AFT Trinity Skateparks Unit Trust	Warana, QLD

The following weighted qualitative and pricing criteria were used to assess and rank each tender submission:

Methodology	20%
Key Personnel and Resources	20%
Relevant Experience	20%
Price	40%

To ensure that pricing did not influence the assessment of the qualitative criteria, the pricing was not provided to the evaluation panel until the assessment of the qualitative criteria was completed.

An evaluation panel, comprising of officers from Infrastructure Management and Planning & Land Services, individually assessed each tender against the weighted qualitative criteria submitted by each tenderer.

On completion of the assessment of the qualitative criteria, prices submitted were entered into the Evaluation Matrix as shown in the **Confidential Attachment** where a final analysis taking into account competitiveness and combined qualitative and price ranking was conducted in order to determine the tender which represented best overall value for money for the City.

As a result, the tendered submission from Concrete Skateparks ATF Lewers Family Trust was considered to be the most advantageous tender and is therefore recommended as the preferred tenderer.

A member of the City's Governance Services coordinated and observed the tender evaluation process and is satisfied that the probity and procedural aspects relating to the evaluation were compliant.

Consultation

Reference checks have been undertaken with nominated referees who reported that the preferred tenderer is considered to be capable of carrying out the Contract.

Upon award of the Tender, all tenderers will be offered the opportunity to attend debriefs to be advised of the strengths and weaknesses of their submissions. Tenderers are also offered the opportunity to provide feedback to improve the way the City manages procurement processes.

Statutory Environment

Part 4 of the *Local Government (Functions & General) Regulations 1996*.

Policy Implications

Policy POL-CPM 02 – Purchasing of Goods or Services.

Policy POL-CPM 01 – Buy “Local” Procurement.

Policy POL-CPM 06 – Authority to Execute Documents.

Risk Analysis

The risk to the City for this contract is considered low. As the works will be undertaken in a public open space, the Contractor will be requested to enclose the working area by means of security fences.

To avoid any risk of vandalism or any other risk during construction, the Contractor will be requested to submit a Safety Management Plan addressing possible hazards and their respective mitigation.

A financial assessment/credit check was undertaken by Financial Services.

Economic Implications

Within Falcon Skate Park Upgrade project budget allowances have been made that will meet the tendered contract amount with an additional contingency. The overall budget has been broken down to provide allocations for the required activities necessary to develop the project, such as demolitions, earthworks, skate park works (transitions, banks, stairs rails, etc.), concrete paths, grass and landscape, shade structure and path links.

The City completed an extensive community engagement program in 2018/19 to inform the scope and design of the proposed upgrade. At all times throughout the engagement and design process the fixed budget of \$400,000 was considered to ensure the proposed project deliverables were achievable and within budget.

The City confirmed a \$200,000 commitment to the project through the 2019/20 capital budget process, approved by Council in July 2019 and a successful grant application to Lotterywest secured the remaining \$200,000 to meet the project budget.

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Social

- Provide opportunities, services and activities that engage our young people.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Organisational Excellence:

- Deliver excellent governance and financial management.

Infrastructure:

- Facilitate the provision of multi-purpose facilities and infrastructure that meets the needs of a growing population.

Conclusion

Tenders for the Falcon Skate Park were recently invited. Five were received and assessed against the qualitative criteria. Of the five submissions only two were within budget. Of the two, the submission from Concrete Skateparks ATF Lewers Family Trust is recommended as representing the most advantageous qualitative outcome for the City and is recommended as the preferred tenderer.

NOTE:

- Refer ***Confidential Attachment***.

RECOMMENDATION

That Council accepts Concrete Skateparks ATF Lewers Family Trust as the preferred tenderer for Tender 16-2019 for the Falcon Skate Park for the lump sum of \$344,138.45 excl GST.

19	SUBJECT:	Tender Number 17-2019 - Waterfront Project Skate Park Design and Construction
	CONTACT OFFICER:	Tahlia Jones
	AUTHOR:	Daniel Moore / Vicki Lawrence
	FILE NO:	F0000219846

Summary

Council at its meeting of 26 February 2019 resolved to adopt the Western Foreshore Recreation drawings which incorporated a destination level Skate and Activity Space with separate skill zones and supporting recreation facilities and social spaces.

The City of Mandurah (the City) invited tenders for the Waterfront Project Skate Park Design and Construction Tender (T17-2019) on 21 September 2019.

As a result of the evaluation of tendered submissions, Council is now requested to accept Convic Pty Ltd as the preferred tenderer.

Disclosure of Interest

Nil.

Location

R 27581, 25 Leighton Place, Halls Head.



Previous Relevant Documentation

- G.20/2/19 26 February 2019

Council resolved to adopt the Concept Plans for the Mandurah City Centre Waterfront Precincts as the basis of proceeding with detail design and construction documentation, noted the inclusion of \$400,000 in the budget review process in order to engage consultants and progress with investigation, planning, design and approvals required to commence on ground delivery of the project in the 2019-20 financial year. Council acknowledged that \$1.5 million is likely to be required in the 2019/20 capital program for the Stage 1 upgrade of Smart Street and that \$1.27 million is likely to be required in the 2019/20 capital program to contribute to the construction of the Western Foreshore Recreation Precinct.
- G.14/10/18 23 October 2018

Council resolved to adopt the Waterfront (Eastern and Western Foreshore) Concept Plans for the Mandurah City Centre Waterfront Precincts for advertising purposes to seek confirmation that the plans developed are consistent with the community engagement undertaken in April – June 2018 and three options for the Landscape and Streetscape Upgrade of Smart Street seeking comments from the community on the re-introduction of vehicle movements based on the various options.

Background

Between April and May 2018 the City invited the community to be involved in shaping the vision for the City Centre Waterfront area including the Eastern Foreshore Reserve and the Western Foreshore Reserves.

This community engagement process was undertaken with the Mandurah community, key stakeholders and the reference group to determine the priority areas and direction for planning and informed the development of concept plans outlining works to be implemented over 2019-20 and 2020-21 financial years which aligned with available funding including a \$10 million State Government contribution. Concept plans were prepared for the priority areas.

The concept proposals were presented to Council in February 2019. Council at its meeting of 26 February 2019 resolved to adopt the Western Foreshore Recreation – LAN360-CO-01/A & LAN358-CO-02/A (dated September 2018) which incorporates the destination level Skate and Activity Space with separate skill zones and supporting recreation facilities and social spaces.

Comment

T17-2019 was advertised in the 21 September 2019 edition of the 'West Australian' newspaper, the 26 September 2019 edition of the Mandurah Mail and was also displayed on notice boards at the Administration Centre and the relevant City Libraries. The tender was made available on the City's Tenderlink portal <https://www.tenderlink.com/mandurah>.

The tenders closed at 2:00pm on Tuesday 26 November 2019. Submissions were in accordance with regulation 18(1) of the *Local Government (Functions & General) Regulations 1996* where no tenders were received after the closing deadline. Submissions were received from the following:

1.	The Trustee for Lewers Family Trust trading as Concrete Skateparks	Point Lookout, QLD
2.	CONVIC Pty Ltd	Richmond, VIC

3.	D.B.Cunningham Pty Ltd t/a Advantengineering Civil Engineers	West Perth, WA
4.	Menchetti Consolidated Pty Ltd trading as MG Group WA	Osborne Park, WA

The following weighted qualitative and price criteria were used to assess and rank each tender submission:

Relevant Project Experience	30%
Key Personnel and Resources	10%
Methodology	20%
Price	40%

To ensure that pricing did not influence the assessment of the qualitative criteria, the pricing was not provided to the evaluation panel until the assessment of the qualitative criteria was completed.

An evaluation panel, comprising of officers from the Infrastructure Management, Projects Management and Landscape Design teams, individually assessed each tender against the weighted qualitative criteria submitted by each tenderer.

On completion of the assessment of the qualitative criteria, prices submitted were entered into the Evaluation Matrix as shown in the **Confidential Attachment** where a final analysis taking into account competitiveness and combined qualitative and price ranking was conducted in order to determine the tender which represented best overall value for money for the City.

As a result, the tendered submission from Convic Pty Ltd was considered to be the most advantageous tender and is therefore recommended as the preferred tenderer.

A member of the City's Governance Services coordinated and observed the tender evaluation process and is satisfied that the probity and procedural aspects relating to the evaluation were compliant. The City also engaged Stantons International (SI) to provide an independent Probity Advisor service for T17-2019. SI provided probity support throughout the course of the tender process and the services included, but were not limited to:

- Provided advice to the City of Mandurah on the management of probity related risks, their treatments and management;
- Observed the mandatory tender briefing session and reviewed meeting minutes;
- Observed the conduct of the panel evaluation and the City's procurement processes; and
- Provided a point of contact in the tender documentation to manage ad-hoc enquiries from prospective tenderers to raise probity related queries in an independent manner.

SI were satisfied that the procurement process was conducted in accordance with the City of Mandurah policies.

Consultation

Community consultation for this project was extensive and included both pre-design and draft concept design workshops and drop-in sessions with the community.

A mandatory site inspection was held on Thursday 3 October 2019 at Mandurah Skate Park. Tenderers were required to register their attendance at the meeting to be considered for evaluation. All tenderers whom have submitted a tender were present at the meeting.

Reference checks have been undertaken with nominated referees who reported that the preferred tenderer is considered to be capable of carrying out the Contract.

Upon award of the Tender, all tenderers will be offered the opportunity to attend debriefs to be advised of the strengths and weaknesses of their submissions. Tenderers are also offered the opportunity to provide feedback to improve the way the City manages procurement processes.

Statutory Environment

Part 4 of the *Local Government (Functions & General) Regulations 1996*.

Policy Implications

Policy POL-CPM 02 – *Purchasing of Goods or Services*.

Policy POL-CPM 01 – *Buy “Local” Procurement*.

Policy POL-CPM 06 – *Authority to Execute Documents*

Risk Analysis

As the contract is a detailed design and construction tender, the City will have the ability to complete a review of the detailed design prior to the construction phase. Whilst a risk assessment has initially been undertaken on this project, the City will engage LGIS to undertake a further risk assessment prior to signing off the final design.

As the works will be undertaken in a public open space, the Contractor will be requested to enclose the working area by means of security fences. To avoid any risk of vandalism or any other risk during construction, the Contractor will be requested to submit a Safety Management Plan addressing possible hazards and their respective mitigation.

A financial assessment and credit check were undertaken by Financial Services where no issues were identified.

Economic Implications

Within the Waterfront Project, the overall budget of \$22m (consisting of a \$7m contribution from Federal Government, \$10m State Government and the City \$5m) has been further broken down to provide allocations for the development of the project, such as the skate park, a play space, new toilet block etc.

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Social

- Provide opportunities, services and activities that engage our young people.
- Provide a range of social, recreational, entertainment and learning experiences for our residents and visitors.

Organisational Excellence:

- Deliver excellent governance and financial management.

Infrastructure:

- Facilitate the provision of multi-purpose facilities and infrastructure that meets the needs of a growing population.

Conclusion

Tenders for the Waterfront Project Skate Park Design and Construction T17-2019 were recently invited. Four tenders were received and assessed against both qualitative criteria and price. The result was that

the submission from Convic Pty Ltd represented overall best value for money for the City and it is therefore recommended that the City selects Convic Pty Ltd as the preferred tenderer.

NOTE:

- Refer ***Confidential Attachment***

RECOMMENDATION

That Council accepts Convic Pty Ltd as the preferred tenderer for Tender 17-2019 for the Waterfront Project Skate Park Design and Construction at the lump sum price of \$2,148,293.91.

20 SUBJECT: Tender Number 18-2019 Photovoltaic Power Systems for City Buildings Phase Five
CONTACT OFFICER/S: Tahlia Jones
AUTHOR: Karin Wittwer / Vicki Lawrence
FILE NO: F0000222652

Summary

Every year since 2014 the City of Mandurah (the City) has been rolling out rooftop solar PV systems on City owned buildings via the City's Solar Plan. To date the eleven systems installed have resulted in operational savings in excess of \$350,000 and GHG emissions reductions of 820 t CO₂-e. Phase 5 of the Solar Plan was to install 200 kW on the Mandurah Aquatic Centre resulting in a further savings of \$73,000 and 230 t CO₂-e per year.

The City invited tenders for the Photovoltaic Power Systems for City Buildings – Phase Five (T18-2019). As a result of the evaluation of tendered submissions, Council is now requested to accept Solargain PV Pty Ltd as the preferred tenderer.

Disclosure of Interest

Nil.

Location

Mandurah Aquatic and Recreation Centre

Previous Relevant Documentation

- G.15/9/17 12/09/2017 That Council:
 - 1 Authorises the unbudgeted expenditure of up to \$175,000 to facilitate the installation of a 200 kW photovoltaic system at the Mandurah Aquatic and Recreation Centre building to be funded from:
 - 1.1. Carbon Offset Reserve \$130,000
 - 1.2. Sustainability Reserve \$45,000
 - 2 Authorises the Chief Executive Officer (Management Procurement Services) to advertise the request for tender for the design, installation, commissioning and testing of the photovoltaic systems at the MARC building.
 - 3 Authorises the submission of the Western Power application prior to advertising the request for tender.

Background

Phase Five of the "Solar Plan" was due to be rolled out in 2017/18 after additional funding was requested to increase the size of the system from 100 kW to 200 kW.

A tender was advertised on 17 February 2018 for this project, during the tender period and as part of the Western Power application process to connect the PV system power quality testing occurred.

Through this process issues were discovered with some of the electrical values at the site; namely "harmonic distortions". The harmonic distortions were outside of Western Power's permissible range and would have led to Western Power rejecting the application to energize (switch-on) the solar system. In addition, harmonic distortions are damaging to onsite electrical equipment such as pumps and motors.

The tender was withdrawn from the market prior to the closing deadline and the project was put on hold while the harmonic distortions issue was addressed. The issue was found to be caused by variable speed

drives and other switch mode power supplies (e.g. electronics) and was rectified through the installation of active harmonic filters across various affected distribution boards.

Upon completion of these works the results of further power quality tests were sent to Western Power and they have verified that the values are now within the permissible range to energize the solar system once it has been installed.

Comment

T18-2019 was advertised in the 9 November 2019 edition of the 'West Australian' newspaper and the 14 November 2019 of the Mandurah Mail and was also displayed on notice boards at the Administration Centre and the relevant City Libraries. The tender was made available on the City's Tenderlink portal <https://www.tenderlink.com/mandurah>.

The tender closed at 2:00pm on Thursday 21 November 2019. Submissions were received from the following:

1.	Blue Tongue Energy Pty Ltd	Hillarys, WA
2.	Efficient Homes Australia Pt Ltd t/as Infinite Energy	South Perth, WA
3.	Global Protection Systems as Trustees for the IJ Family Trust	Dawesville WA
4.	Green To Go Pty Ltd T/As West Australian Alternative Energy	Cockburn Central W.A.
5.	Perdaman Advanced Energy	Perth WA
6.	Solargain PV Pty Ltd	Malaga WA
7.	Solgen Energy Pty Ltd	Welshpool WA
8.	Todae Solar	Forest Lodge NSW

The following weighted qualitative and pricing criteria were used to assess and rank each tender submission:

Methodology	10%
System Performance	30%
Relevant Experience & Key Personnel	20%
Price	40%

To ensure that pricing did not influence the assessment of the qualitative criteria, the pricing was not provided to the evaluation panel until the assessment of the qualitative criteria was completed.

An evaluation panel, comprising of officers from the Environmental Services, Projects Management and Facilities Management teams, individually assessed each tender against the weighted qualitative criteria submitted by each tenderer.

On completion of the assessment of the qualitative criteria, prices submitted were entered into the Evaluation Matrix as shown in the **Confidential Attachment** where a final analysis taking into account competitiveness and combined qualitative and price ranking was conducted in order to determine the tender which represented best overall value for money for the City.

As a result, the tendered submission from Solargain PV Pty Ltd was considered to be the most advantageous tender and is therefore recommended as the preferred tenderer.

A member of the City's Governance Services coordinated and observed the tender evaluation process and is satisfied that the probity and procedural aspects relating to the evaluation were compliant.

Consultation

Reference checks have been undertaken with nominated referees who reported that the preferred tenderer is considered to be capable of carrying out the Contract.

Upon award of the Tender, all tenderers will be offered the opportunity to attend debriefs to be advised of the strengths and weaknesses of their submissions. Tenderers are also offered the opportunity to provide feedback to improve the way the City manages procurement processes.

Statutory Environment

Part 4 of the *Local Government (Functions & General) Regulations 1996*.

Policy Implications

Policy POL-CPM 02 – *Purchasing of Goods or Services*.

Policy POL-CPM 01 – *Buy “Local” Procurement*.

Policy POL-CPM 06 – *Authority to Execute Documents*

Risk Analysis

Cause of Risk	Identified Risk	Impact	Risk Assessment	Treatment
PV installation is not compliant with Australian Standard or Western Power requirements	Project may result in reduced efficiency and productivity gains, Litigations risks	Potential safety hazard, risk of shut down by Western Power	Medium	Project Manager To ensure a detailed design review and certification is conducted as part of the tender design process (as per the Project Implementation Plan). Project Manager to ensure adequate testing of equipment/technology post installation according to Australian Standards and Western Power requirements
OH&S practices not adhered to	Injury to Contractor or site users during implementation of works	Loss of project momentum, loss of staff and loss of staff income	Medium	Project Manager to ensure implementation of normal City OH&S procedures
Work not completed to schedule	Project stalls/loses momentum	Project falls behind schedule, runs over time Loss of savings	Medium	Project Manager to regularly communicate and follow up with all parties as per communications and implementation plans
Contractors not fully aware of specification requirements	Contractors do not deliver works as specified	Poor quality installations that do not meet standards or site specific requirements	Medium	Project Manager to liaise closely with Contractor as per Communication Plan
Installation creates/increases penetration issues at the buildings level.	Careless installation of PV system causing penetration issues	Higher repair costs and higher costs of maintenance Possible water ingress in buildings leading to damage or flooding	High	Project Manager To ensure the penetration risks are identified before project is tendered and that the installers are aware and act to prevent this risk
Structural roof issues unforeseen at the design level	Installation is delayed due to building roof issues	Delays in the installation	Medium	Design would need to be reassessed for each building, taking roof issues into consideration and adapting the PV installation to those constraints
Equipment currently positioned on the selected building roofs impeding the straightforward	Relocation needs not established during project design	Delays in the installation	Medium	Special design workshop to be organised with the Facilities Coordinator and Supervisor as soon as the option and the selected buildings have been approved to

installation of the PV system				assess the appropriate relocation and related delays
Installed equipment or infrastructure underperforms	Installation does not achieve the desired electricity production and greenhouse gas saving	Reduced electricity production and cost savings, reduced positive demonstration value	Medium	<ul style="list-style-type: none"> - Specification has been updated attract high performing long life PV modules & inverters together with a requirement from the supplier to provide a "power production guarantee" - Project Manager to monitor energy consumption and equipment use as per Project Plan to allow early detection of poor performance

A credit check was undertaken by Financial Services.

Economic Implications

The system that has been selected will produce 323 MWh in the first year of operation which represents 13% of the MARC's current electricity consumption. As a result the system will reduce annual GHG emissions by 227 t CO₂-e and save the City \$97,298 per year in electricity costs.

The selected system has a simple payback of 3.2 years. The lifetime performance of the selected system has also been assessed using a Net Present Value (NPV) analysis and was found to have an NPV of \$1,088,183 over 25 years. The proposed system rated third highest of twelve systems in the NPV analysis.

The system will also generate 326 "LGCs" annually which are essentially a carbon credit and can be sold to generate further revenue. The value of LGCs has been decreasing over the last few years and is expected to reduce to \$0 within the next 2 – 3 years. The current value of 323 LGC's is \$9,690 per year. It is recommended that these LGC's be surrendered to the Federal Government rather being than sold, as their value is low and if they are sold the carbon abatement cannot be credited to the City.

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Tenders for the Photovoltaic Power Systems for City Buildings – Phase Five were recently invited. Eight were received and assessed against both qualitative criteria and price. The result was that the submission from Solargain PV Pty Ltd represented overall best value for money for the City and it is therefore recommended that the City selects Solargain PV Pty Ltd as the preferred tenderer.

NOTE:

- Refer ***Confidential Attachment***.

RECOMMENDATION

That Council accepts Solargain PV Pty Ltd as the preferred tenderer for Tender 18-2019 for the Photovoltaic Power Systems for City Buildings – Phase Five at the lump sum price of \$310,930.00

21	SUBJECT:	Tender Number 19-2019 Beach Patrol Services
	CONTACT OFFICER:	Tahlia Jones
	AUTHOR:	Tahlia Jones/Erin Johnson
	FILE NO:	F0000225470

Summary

The City of Mandurah invited tenders for Beach Patrol Services (RFT T19-2019) on 16 November 2019 for the provision of Beach Patrol Services with additional service options for jet-ski/inflatable rescue boat (IRB) and complementary beach patrols services as required. The RFT seeks the provision of the required services for a period of three years, commencing on 20 January 2020.

As a result of the evaluation of tendered submissions, Council is now requested to accept Surf Life Saving Western Australia Incorporated as the preferred tenderer.

The beach patrol services will be delivered at four locations, over a three year trial period. Following the completion of the trial, Council will determine whether the services will continue or explore alternative options.

Disclosure of Interest

Nil.

Location

Pyramids Beach Dawesville, Falcon Bay Falcon, Town Beach Mandurah and San Remo Beach Madora Bay.

Previous Relevant Documentation

- SP.4/11/19 November 2019 That Council: 1. Declines to accept all tenders for Tender T15-2019 Lifeguard Services. 2. Authorises the advertising of a tender for the provision of a beach patrol services for three years 2019/20, 2020/21 and 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora beaches, acknowledging that year 2019/20 will be a part service building to a full service by 2020/21.
- G.10/8/19 August 2019 Council authorised the advertising of a tender for the provision of a beach patrol service for the years 2019/20 to 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora beaches.
- G.34/3/19 March 2019 Endorse writing to the Minister for Fisheries requesting the grant funding be reallocated for the purpose of supporting beach patrols.
- G.27/12/17 December 2017 Council endorsed 265 metre Shark Barrier length as the preferred option for community consultation and endorsed the Falcon Bay Shark Barrier consultation plan.
- G.13/8/17 August 2017 Council considered an interim report on the possible implementation of a Shark Barrier in Falcon Bay.

Background

In May 2019, the City sent official correspondence through the Mayor's Office to the Minister for Water, Fisheries, Forestry, Innovation and ICT, Science, seeking approval to re-allocate the \$287,000 grant for

the proposed installation of a beach enclosure at Falcon Bay, to support the establishment of a new beach patrol service within the City of Mandurah.

On 13 June 2019, the City was officially notified that its request to re-allocate the funds for the purposes of establishing a beach patrol service had been approved. The original grant of \$287,000 was to be made available for use as a one-off grant to the City to support beach patrols at Pyramids Beach, Falcon Bay, Town Beach and San Remo/Madora Beach for a 3 year trial period.

At the Ordinary Council Meeting on 27 August 2019, Council resolved to authorise the advertising of a tender for the provision of a paid lifeguard service for the years 2019/20 to 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora Bay beaches.

A review of the service delivery specifications, contained within RFT T15-2019, was conducted to ensure that the specifications outlined in the tender would deliver the service required to meet the community's needs. The review found the specifications outlined in the tender did not match the initial service delivery expected from the community and that the specifications would need to be revised.

At the Special Council Meeting on 11 November 2019, Council were requested to decline to accept all tenders for the Paid Lifeguard Service T15-2019, revise the specifications and recommence the procurement process.

Council resolved to decline to accept all tenders for T15-2019 and authorised the advertising of a new tender process for the provision of a beach patrol service for three years 2019/20, 2020/21 and 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora beaches, acknowledging that year 2019/20 will be a part service building to a full service by 2020/21.

Comment

Following the Special Council meeting on 11 November 2019, City officers commenced the procurement process for T19-2019 Beach Patrol Services with a significantly reduced scope out to the market.

An overview of the service provision is below:

- Beach patrol services with a minimum of two lifeguards to be located at each of the four beach locations for the delivery of beach patrol services.
- Additional service options for jet-ski/Inflatable Rescue Boat (IRB) patrols and complementary Beach Patrol Services as required by the City.
- For year one, the service will commence on the 20 January 2019 across all four locations, with years two and three commencing a week prior to Christmas. The service will be delivered in accordance with the Patrol Service Schedule from 8:00am – 12:30pm on the specified days.
- The contract also provides for an adjustment to the patrol service schedule for years two and three providing the City with the flexibility to adjust patrols days and times to match the service need.
- Collection of data for beach users is also included in the contract to enable the City to consider the service once the three year trial is complete.
- Under the Annual Service Level Agreements between the Mandurah Surf Life Saving Club and Port Bouvard Surf Life Saving Club these clubs are responsible for the delivery of Surf Life Saving Patrols on Sundays and Public Holidays subject to the clubs capacity to do so. The additional beach patrol service options provided within the contract will enable the City to request additional patrols to cover days whereby the volunteer clubs may not have the capacity to deliver.

Exclusions:

- Drone patrols were excluded from the tender submission. It is recommended that the City undertake further due diligence and research into drone technology before proceeding with the procurement of this service.

- Jet-ski/IRB patrols (both within designated swimming areas and out-post patrols) were removed as a standard service requirement and replaced by additional service options for jet-ski/IRB patrols, to be determined by the City.

The tender for T19-2019 was advertised in the 16 November 2019 edition of the 'West Australian' newspaper, the 20 November 2019 edition of the Mandurah Coastal Times and was also displayed on notice board at the Administration Centre and the relevant Libraries. The tender was made available on the City's Tenderlink portal <https://www.tenderlink.com/mandurah>.

The RFT seeks the provision of the required services for a period of three years, commencing on 20 January 2020.

The tender closed at Tuesday 2:00pm on 3 December 2019. Submissions were in accordance with regulation 18(1) of the *Local Government (Functions & General) Regulations 1996* where no tenders were received after the closing deadline. Submissions were received from the following:

1.	Illyarrie Pty Ltd As trustee for The Emery Family Trust trading as West Coast Water Safety	Duncraig, Western Australia
2.	Surf Life Saving Western Australia Incorporated	Balcatta, Western Australia
3.	Ascend Nominees PTY LTD trading as Safewaves	Port Kennedy, Western Australia

The following weighted qualitative and pricing criteria were used to assess and rank each tender submission:

Relevant Experience	20%
Personnel	20%
Methodology	20%
Price	40%

To ensure that pricing did not influence the assessment of the qualitative criteria, the pricing was not provided to the evaluation panel until the assessment of the qualitative criteria was completed.

An evaluation panel, comprising of officers from the Strategy, Recreation & Events and Corporate Communications, individually assessed each tender against the weighted qualitative criteria submitted by each tenderer.

On completion of the assessment of the qualitative criteria, prices submitted were entered into the Evaluation Matrix as shown in the **Confidential Attachment** where a final analysis taking into account competitiveness and combined qualitative and price ranking was conducted in order to determine the tender which represented best overall value for money for the City.

As a result, the tendered submission from Surf Life Saving Western Australia Incorporated was considered to be the most advantageous tender and is therefore recommended as the preferred tenderer.

A member of the City's Governance section coordinated and observed the tender evaluation process and is satisfied that the probity and procedural aspects relating to the evaluation were compliant. In addition to the City's internal governance procedures, the City engaged Stantons International (SI) to provide an independent Probity Advisor service for T19-2019.

SI provided probity support throughout the course of the tender process and the services included, but were not limited to:

- Provided advice to the City of Mandurah on the management of probity related risks, their treatments and management;
- Observed the mandatory tender briefing session and reviewed meeting minutes;
- Observed the conduct of the panel evaluation and the City's procurement processes; and

- Provided a point of contact in the tender documentation to manage ad-hoc enquiries from prospective tenderers to raise probity related queries in an independent manner.

SI were satisfied that the procurement process was conducted in accordance with the City of Mandurah policies.

Consultation

A mandatory tender briefing was held on Wednesday 20 November 2019 at 11am and tenderers were required to register their attendance at the meeting to be considered for evaluation. All tenderers whom have submitted a tender were present at the meeting.

Reference checks have been undertaken with nominated referees who reported that the preferred tenderer is considered to be capable of carrying out the Contract.

Upon award of the Tender, all tenderers will be offered the opportunity to attend debriefs to be advised of the strengths and weaknesses of their submissions. Tenderers are also offered the opportunity to provide feedback to improve the way the City manages procurement processes.

Statutory Environment

Part 4 of the *Local Government (Functions & General) Regulations 1996*.

Policy Implications

Policy POL-CPM 02 – *Purchasing of Goods or Services*.

Policy POL-CPM 01 – *Buy “Local” Procurement*.

Policy POL-CPM 06 – *Authority to Execute Documents*

Risk Analysis

The Beach Patrol Service aims to assist beach users to make informed decisions about their water use and provide assistance, generally, to members of the public. The community who access Mandurah's beaches continue to have a responsibility to make informed decision making about safe beach access. The service cannot, nor does it aim to, address all risks associated with beach use.

A financial assessment and/or a credit check was undertaken by Financial Services.

Economic Implications

The price basis for the contract is \$558,329.42 for a three-year period. A schedule of rates was also provided for the provision of additional service options including jet-ski/inflatable rescue boat (IRB) and beach patrols services as requested by the City. The provision of these additional service options is at the discretion of the City and will only be utilised on an ad-hoc basis over the course of the contract.

The beach patrol service is being delivered on a trial basis for a three year period. Following the first year of service delivery a report will be presented to Council to provide an overview of contractor's performance against the key performance criteria. This will include data of the circumstances for which the additional service options were utilised by the City and whether they will be utilised for years two and years. The contract also provides for an adjustment to the patrol service schedule for years two and three providing the City with the flexibility adjust patrols days and times to match the service need.

Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2017 – 2037* is relevant to this report:

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Tenders for the Beach Patrol Services were recently invited. Three were received and assessed against both qualitative criteria and price. The result was that the submission from Surf Life Saving Western Australia Incorporated represented overall best value for money for the City and it is therefore recommended that the City selects Surf Life Saving Western Australia Incorporated as the preferred tenderer.

NOTE:

- Refer ***Confidential Attachment***.

RECOMMENDATION

That Council accepts Surf Life Saving Western Australia Incorporated as the preferred tenderer for Tender 19-2019 for the Beach Patrol Services for a period of three years at the lump sum price of \$558,329.42 and the schedule of rates tendered for the additional services.

22 **SUBJECT:** Elected Member Entitlements Policy
 CONTACT OFFICER: Casey Mihovilovich
 AUTHORS: Tahlia Jones

Summary

The City of Mandurah (the City) has recently undertaken a review of policies relating to Elected Member support and entitlements. This included a review of Council Policies that addressed fees and allowances, reimbursement of expenses, Mayoral vehicle and other entitlements for Elected Members to ensure consistency with the *Local Government Act 1995* (the Act), the *Local Government (Administration) Regulations 1996* and the *Salaries and Allowances Act 1975*.

This review has resulted in the development of the proposed Elected Member Entitlements Policy which provides guidance and clarity with regard to the allowances and expenses that will be paid to Elected Members to enable them to effectively carry out their functions.

The Policy also details other support provided to Elected Members to support the delivery of their functions, including equipment and other supplies, insurance cover provided while performing the official duties of office and gifts from the local government.

Following extensive consultation, Elected Members are now requested to adopt the Elected Member Entitlements Policy GVN 07 (refer **Attachment 1**).

Disclosure of Interest

N/A.

Previous Relevant Documentation

G.12/7/19	23 July 2019	Acknowledge further review of GVN 04 Elected Member Support and Development and GVN 05 Mayoral Vehicle Allowance to be conducted
G.19/6/19	25 June 2019	Review of Council Policy Manual
G.35/2/15	24 February 2015	Review of Council Policy Manual

Background

At the Council meeting of the 23 July 2019, Council noted that the Elected Member Support and Development Policy GVN 04 would be subject to a review and report back to Council.

Comment

To support the development of the proposed Elected Member Entitlements Policy, two Council workshops were held in November and December 2019 to seek input and direction from Elected Members on the development of the Policy. City officers have taken the feedback from Council and have incorporated the following into the Policy:

- Fees, allowances and reimbursement of expenses in accordance with the Act and Salaries and Allowances Tribunal determinations
- Mayoral vehicle usage
- Equipment provided to Elected Members
- Others supplies including miscellaneous items
- Insurance coverage for Elected Members in the performance of their duties
- Gifts from Local Government in accordance with the Act.

The proposed Policy includes provisions for the Mayor's vehicle which will result in the revocation of the Mayor Vehicle Usage Policy GVN 05 and the Elected Member Support and Development Policy GVN 04 (**Attachment 2**).

In addition to fees and allowances the Elected Member Support and Development Policy GVN 04 also addresses the approval process for conferences and training for Elected Members, however will be subject to a further review and report to Council in January 2020. Elected Members seeking approval to attend training and development, up to the annual allocation of \$4,000, prior to the 28 January 2020 Council Meeting are requested to seek approval in writing from the Chief Executive Officer. Elected Members who are undertaking the mandatory training in accordance with section 5.126(1) of the *Local Government Act 1995* are not required to seek approval and will be registered in these courses upon their request.

The proposed policy to be titled Elected Member and Chief Executive Officer Training, Development, Travel and Events will incorporate new provisions in the Act, including mandatory training, continuous professional development, reporting on Elected Member training and development activities and attendance at events.

Consultation

Two Council workshops were held in November and December 2019 to seek input from Elected Members on the development of the proposed Policy.

Statutory Environment

Section 2.7(2)(b) of the *Local Government Act 1995* prescribes that Council determine the local governments policies.

Policy Implications

- Mayoral Vehicle Usage Policy GVN 05 will be revoked.
- Elected Member Support and Development Policy GVN 04 will be revoked. Noting that a new policy titled Elected Member and Chief Executive Officer, Training, Development, Travel and Events will be presented to Council at the meeting in January 2020.

Economic Implications

The allowances and fees set out in the policy are determined by Council when adopting the budget, and within the prescribed range as set by the Salaries and Allowances Tribunal.

Risk Analysis

Nil.

Strategic Implications

Organisational Excellence:

- Deliver excellent governance and financial management.

Conclusion

Council is requested to adopt the Elected Member Entitlement Policy

Note

Refer

Attachment 1:

Attachment 2:

Elected Member Entitlements Policy GVN 07

Mayor Vehicle Usage Policy GVN 05 and Elected Member Support and Development Policy GVN 04 revoke

RECOMMENDATION

That Council:

- 1. Adopt the Elected Member Entitlements Policy GVN 07 as per *Attachment 1*.**
- 2. Resolve to revoke the Mayoral Vehicle Usage Policy GVN 05 as per *Attachment 2*.**
- 3. Resolve to revoke the Elected Member Support and Development Policy GVN 04 as per *Attachment 2*.**
- 4. Authorises the Chief Executive Officer to approve Elected Member training and development, up to the annual allocation of \$4,000 for each Elected Member, until such time as the Elected Member and Chief Executive Training, Development, Travel and Events Policy is presented to Council in January 2020.**

****ABSOLUTE MAJORITY REQUIRED****

ELECTED MEMBER ENTITLEMENTS

COUNCIL POLICY

POL-GVN 07

Objective:

The Elected Member Entitlements Policy (Policy) outlines the allowances, fees and reimbursement of expenses that may be paid to Elected Members.

This Policy is in accordance with the relevant legislation and determinations, being the *Local Government Act 1995*, the *Local Government (Administration) Regulations 1996* and determination of the Salaries and Allowances Tribunal (SAT) for Local Government Chief Executive Officers and Elected Members in accordance with the *Salaries and Allowances Act 1975*.

The Policy details other support provided by the City of Mandurah (City) to Elected Members to support the delivery of their functions, including equipment and other supplies, insurance cover provided while performing the official duties of office and gifts from the local government.

Statement:

1. FEES AND ALLOWANCES

1.1 Annual meeting attendance fee

In lieu of paying Elected Members a meeting attendance fee for Council or Committee meetings, Elected Members shall be paid an annual amount for meeting attendance as determined by Council when adopting the budget, and within the prescribed range as set by the Salaries and Allowances Tribunal (SAT).

1.2 Mayor and Deputy Mayor Allowance

The Mayor and Deputy Mayor shall be paid an annual allowance as determined by Council when adopting the budget, and within the prescribed range as set by the SAT.

1.3 Payment

- a. Meeting attendance fees and the Mayor and Deputy Mayor allowances are to be made on a monthly, quarterly or six monthly pro-rata basis, at the discretion of the Elected Member.
- b. Payments may be made to an Elected Members' superannuation fund, as nominated, in accordance with the Australian Taxation Office requirements.

1.4 Information Communication and Technology Allowance

- a. Elected Members shall be entitled to an annual Information Communication and Technology (ICT) allowance, as determined by Council when adopting the budget, and within the prescribed range as set by the Salaries and Allowances Tribunal (SAT). The allowance covers information and communications technology costs that are a kind of expense for which Elected Members may be reimbursed.

- b. This allowance is designed to meet all Elected Member related call costs and all other relevant telecommunication costs, including relevant hardware to use a telephone, mobile phone, and the internet and consumables for computer equipment (e.g. Internet dongle, printing cartridges, paper, storage devices).
- c. Any claims by Elected Members for expenses incurred over the maximum annual allowance for ICT expenses detailed above are to be submitted on the provided claim form.
- d. Additional claims above the maximum limit must be supported by receipted invoices for the maximum limit plus the additional amounts claimed. Claims must be made by 31 July of that year (31 days after end of the financial year).
- e. Full payment of the ICT allowance will be made in advance at the commencement of the financial year. Where an Elected Member's term of office ceases at the local government election in a financial year, the Elected Member will be paid the ICT expenses on a pro-rata basis up until the local government election. Should the Elected Member be re-elected, the remainder of the annual allowance will be paid following the Election Day.

1.5 Conditions of payment

- a. All allowances and fees shall be paid automatically unless an Elected Member has advised the Chief Executive Officer in writing that he/she does not wish to claim any or part of those fees and allowances.
- b. The City will not pay attendance or allowance fees in advance prior to the start of the financial year. Payments will not extend to any period beyond the expiry date of the Elected Members' term of office.
- c. Advanced payments are to be repaid by any Elected Member who resigns or leaves office prior to the expiry of their term of office.
- d. The taxation liability arising from these payments is the individual responsibility of each Elected Member and should seek independent financial advice.

2. EXPENSES TO BE REIMBURSED

- a. Elected Members will be reimbursed child care and/or travel expenses necessarily incurred while performing their duties so that no Elected Member should be unreasonably financially disadvantaged due to meeting the requirements of their office.
- b. The extent to which an Elected Member can be reimbursed for child care and travel expenses is set out under Regulation 31 of the *Local Government (Administration) Regulations 1996*.

2.1 Child Care expenses

- a. Child care expenses incurred by Elected Members as a result of attending Council or Committee meetings will be reimbursed in accordance with the rate set by SAT as the maximum amount or the actual cost, whichever is the lesser.
- b. Child care costs will not be paid where the care is provided by a member of the immediate family or relative living in the same premises as the Elected Member.

2.2 Travel expenses

- a. Elected Members shall be entitled to reimbursement of travelling expenses incurred while using their own private motor vehicle in the performance of the official duties of their office, subject to claims being verified.
- b. Claims must relate to travel for a destination from the Elected Members normal place of residence or work and return in respect to the following:
 - i. Council or Committee meetings, Citizenship Ceremonies or civic functions.
 - ii. Meetings where an Elected Member has been appointed by Council as its delegate or a deputy to the delegate (except where the other body pays the Elected Member for meeting attendance and/or travel).
 - iii. Any City convened meeting requiring Elected Member attendance, including briefing sessions, workshops, and other forums.
 - iv. Functions where the Elected Member is representing the Mayor or is attending by resolution of Council or where the function is an otherwise authorised activity. Note: attendance at functions as a matter of personal choice and not representing Council in an official capacity does not give rise to a claim for reimbursement of expenses incurred as a result of attending.
 - v. Training courses, seminars and conferences attended in the capacity of an Elected Member.
 - vi. Meetings in connection with matters listed on any Council agenda paper, including site inspections or meetings with electors/ratepayers.
 - vii. Any other occasion in the performance of an act under the express authority of Council.
- c. Where an Elected Member deems to consider it more appropriate to not utilise their own private vehicle to attend a Council related commitment, a taxi or public transport may be used and the cost incurred reimbursed.
- d. Elected Members are to be reimbursed travelling expenses incurred while using their own private motor vehicle in the performance of the official duties of Council, as set out below:
 - i. if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
 - ii. if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
 - for the person to travel from the person's place of residence or work to the meeting and back; or
 - if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.

- e. The rate for travel reimbursements is to be calculated at the same rate contained within Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011*.

2.3 Claiming expenses

- a. Elected Members are advised that care needs to be taken in making application for claims for reimbursement of expenses and to differentiate between expenditure incurred in their private capacity and expenditure necessary to fulfil their role as an Elected Member.
- b. Reimbursement of expenses is conditional upon adequate evidence of such expenditure in the form of invoices or receipts. A claim for reimbursement for travel expenses must include the date, particulars of travel, nature of business, distance travelled, vehicle displacement and total kilometres travelled.
- c. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form, on a monthly basis. Final claims relating to the financial year must be submitted by 31 July of that year (31 days after the end of the financial year). No back payment of claims relating to prior financial years will be permitted.
- d. Under no circumstances is any reimbursement to be made in connection with costs incurred for re-election to office.

4. MAYOR VEHICLE

- a. In accordance with the *Local Government Act 1995* and regulation 34AD of the *Local Government (Administration) Regulations 1996*, the Mayor is to be provided with a fully maintained local government motor vehicle for the purpose of carrying out the functions of the Mayoral office.
- b. The value of the vehicle will be determined by Council at budget time. The replacement of the Mayor's vehicle will occur once every four years, after the Mayoral Election and in consultation with the newly elected Mayor.
- c. The vehicle use by the Mayor will be in accordance with the terms and conditions of the City's standard private use of motor vehicle responsibilities. The vehicle may be used for personal use by the Mayor subject to reimbursement to the City for the extent of private use and completion of a written agreement detailing the terms and conditions.
- d. Where the Mayor is provided with a vehicle as detailed in 4.a. above, the costs associated with the Mayor's private use of the vehicle is to be reimbursed by the Mayor on an annual basis, using the travel rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* and multiplying the private kilometres travelled from the log book information supplied (annualising the private kilometres travelled for the three months). It is expected that the Mayor utilise the log book in the first three months of being elected. The log book should be completed in accordance with the requirements of the Australian Taxation Office. The private kilometres will be annualised and used for the four-year term of office. The Mayor can provide to the City a revised log book, if the private rate from the current log book does not reflect the private usage kilometres being travelled, at any time, during the term of office. Reimbursement by the Mayor can be offset against any remuneration that is due to the Mayor for holding office.
- e. Where the Mayor has exercised the option of using a motor vehicle provided by the City, no further reimbursements for travel costs will be made where such travel can practicably be undertaken in that vehicle.

5. EQUIPMENT

5.1 Issue and return electronic equipment

- a. The City is to provide Elected Members with a suitably equipped Microsoft Windows based device i.e. laptop or tablet, for use during their term of office.
- b. The electronic equipment is to be used for Council related business only and the Elected Member is responsible for the safe guarding and protection of the device from misuse.
- c. The electronic equipment will be issued in accordance with the City's supply arrangement in place at the time of the request, with all costs being met by the City.
- d. Consumables for the electronic equipment i.e. sim card or internet access, forms part of the ICT allowance as described in 1.4 of this Policy and are not separately provided or reimbursed.

5.2 Maintenance and replacement of electronic equipment

- a. The City is responsible for the ongoing maintenance of the electronic equipment with all costs being met by the City.
- b. The replacement of the electronic equipment will be in accordance with the City's standard replacement program, which will be every three years, unless determined by the Chief Executive Officer that replacement is required earlier due to performance of electronic equipment.

5.3 Other equipment

- a. Elected Members will be supplied with the following:
 - i. Parking permit for Council related business within specified areas; and
 - ii. Building security access card.

6. OTHER SUPPLIES

6.1 Clothing

- a. The City will reimburse Elected Members for expenses relating to suitable professional attire including clothing and footwear, to a maximum cost to the City of \$500.00 per annum per Councillor and \$1,000 for the Mayor per annum. All claims relating to a financial year must be submitted by 31 July (31 days after the end of the financial year) to be eligible for reimbursement.
- b. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form and must be accompanied by invoices or receipts.

6.2 Home office furniture

- a. The City will reimburse Elected Members for expenses relating to home office furniture including a printer and furniture, to a maximum cost of \$500.00 per Elected Member for each term of office, for relevant Council use.
- b. All claims for reimbursement must be submitted to the Office of the Mayor and Councillors on the provided claim form and must be accompanied by invoices or receipts.

6.3 Miscellaneous

The City will provide the following to all Elected Members:

- Name Badge;
- Upon request, a briefcase or satchel for Council business use, for each term of office;
- Elected Member electronic letterhead for relevant Council business use, for each term of office.
- 500 printed business cards per annum, in accordance with the City's style guide, for relevant Council business use.

7. INSURANCE

- a. The City will insure or provide insurance cover for Elected Members for the following:
 - i. Councillor's liability to cover losses incurred due to alleged wrongful acts committed whilst acting in official capacity as an Elected Member.
 - ii. Liability protection for third party property damage and/or personal injury allegedly caused by an Elected Member's actions whilst performing official duties.
 - iii. Personal injury is provided in the event of personal injury whilst on Council duties, including direct travel to and from such duties.
 - iv. Motor vehicle coverage for use of private vehicle, when performing official duties.
 - v. Personal property cover is provided for accidental loss or damage to personal property owned whilst an Elected Member is performing official duties.
 - vi. Travel insurance for Council related business trips, including cover for expenses for overseas medical treatment, emergency medical evacuation, flight cancellations, lost baggage and personal effects.
- b. Elected Members must determine whether the benefits and endorsements of the above insurance cover is adequate. Elected Members may wish to obtain their own insurance cover, at their own cost, to ensure the benefits and endorsements are adequate for their individual needs.

9. GIFTS FROM THE LOCAL GOVERNMENT

- a. In accordance with section 5.100A of the *Local Government Act 1995* and regulation 34AC of the *Local Government (Administration) Regulations 1996*, gifts may only be given to Elected Members upon the occasion of their retirement, following the completion of at least one full four-year term of office.
- b. On the retirement of an Elected Member and in recognition of their years of service the following will be presented:
 - i. Gift up to the value of \$100 per year of service to a maximum of \$1000;
 - ii. Framed photograph celebrating the Elected Members time in office.

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
Creation date:	Minute G.45/8/07, 21 August 2007
Amendments:	Minute G.39/6/08, 17 June 2008 Minute G.26/5/10, 25 May 2010 Minute G.57/2/12, 28 February 2012 Minute SP.5/7/13, 15 July 2013 Minute G.35/2/15, 24 February 2015 Minute SP.2/8/16, 2 August 2016
Related Documentation and/or Legislation:	<i>The Local Government Act 1995:</i> sections 5.98, 5.98A, 5.99 and 5.99A, 5.100A, 5.101A <i>The Local Government (Administration) Regulations 1996:</i> regulations 34, 34AC and 34AD <i>Salaries and Allowances Act 1975:</i> section 7B <i>Local Government Officers (WA) Interim Award 2011:</i> section 30.6 Elected Member Expenses Claim Form Schedule of Expenses and Allowances

ELECTED MEMBER SUPPORT AND DEVELOPMENT

POLICY

POL-GVN 04

Objective:

To enable Elected Members:

- to effectively represent the community and carry out their role by providing equitable allowances and reimbursement of out of pocket expenses.
- to develop and enhance their knowledge pertaining to their role, understand their obligations, make well informed decisions and effectively represent their constituents.

Statement:

1. PROVISION OF SUPPORT

1.1 MAYOR

The Mayor shall, in carrying out the duties and responsibilities of office, receive the benefit of the following facilities without reduction of the fees and allowances approved by Council under sections 5.98. 5.99 and 5.99A of the *Local Government Act 1995 (the 'Act')*, and as detailed in the City's associated procedure:

- The provision of a motor vehicle;
- The provision of a mobile phone;
- Office accommodation;
- Secretarial support;
- Administrative assistance; and
- Access to other services and facilities relevant to the position.

1.2 DEPUTY MAYOR AND ELECTED MEMBERS

The Deputy Mayor and Elected Members shall, in carrying out the duties and responsibilities of office, receive the benefit of the following facilities without the reduction of the fees and allowances approved by Council under sections 5.98. 5.98A, 5.99 and 5.99A of the Act, and as detailed in the City's associated procedure:

- Shared office accommodation
- Secretarial support; and
- Access to other services and facilities relevant to the position.

All equipment and facilities subject of this policy and associated procedure are provided to the Mayor, Deputy Mayor and Elected Members on the absolute understanding that they will not be used for any election purposes.

2. PROVISION OF DEVELOPMENT

DEFINITION

For this section, Conferences and Training refers to conferences, seminars, congresses, forums, workshops, courses, meetings, deputations, information and training sessions and events related to the industry of Local Government.

2.1 CONFERENCES AND TRAINING

1. All Elected Members are encouraged to participate in the following programs, which are provided on a pre-approved basis:
 - a) The City of Mandurah Elected Member Induction Program;
 - b) Western Australia Local Government Association (WALGA) Workplace Solutions Elected Member Development Program.
2. Further conferences and training to which this policy applies shall generally be limited to:
 - a) Special one off conferences called or sponsored by or for the WALGA and/or the Australian Local Government Association on important issues;
 - b) Training and development relating to the role of Elected Members;
 - c) Other local government specific training course, workshops and forums relating to such things as understanding the roles/responsibilities of Elected Members, meeting procedures etc.
3. Subsequent to 2.1 (2) above, Mayoral/CEO approval is required for Elected Member attendance at intrastate conferences, seminars and training programs where *no air travel is involved*.
4. The formal prior approval of Council is required for any Elected Member attendance at any intrastate (*where air travel is involved*), interstate and international conference or training program on a specific individual basis. Any request is to be put in writing to the Mayor or Chief Executive Officer at least three (3) weeks prior to the approval being sought and must outline how attendance at the conference will assist the Elected Member in his/her personal development in their role as an Elected Member, as well as any benefits or association with the Elected Member's role on a committee, working group etc.

2.2 SHARING OF KNOWLEDGE

Within a reasonable time (which period of time shall not in any event exceed two months) from the conclusion of an approved intrastate (where appropriate) or interstate study trip, the Elected Member concerned shall provide a written report or presentation (including copies of discussion papers) relating to the program, for the information of other Elected Members and for City records. This obligation will extend to all international attendances including study trips, conference or training programs.

3. FEES AND ALLOWANCES

3.1 ANNUAL MEETING ATTENDANCE FEES

The Mayor and Elected Members shall be paid an annual amount as set by Council within the prescribed legislated limit for meeting attendance and as per the schedule contained within the City's associated procedure.

3.2 MAYOR AND DEPUTY MAYOR ALLOWANCE

The Mayor and Deputy Mayor shall be paid an annual local government allowance as set by Council within the prescribed legislated limit and as per the schedule contained within the City's associated procedure.

3.3 COMMUNICATIONS ALLOWANCE

Council will pay all Elected Members an annual communications allowance to an amount set within the prescribed legislated limit and as per the schedule contained within the City's associated procedure.

3.4 CONDITIONS OF PAYMENT

1. Elected Members resigning or leaving office prior to the expiry of their term of office will be required to repay the balance of any advance payments.
2. Payments of allowances are made on the basis that each Elected Member:
 - a. regularly attends Committee and Council meetings and carries out other duties and responsibilities of the office of Elected Member for the whole year;
 - b. can communicate, and be communicated with, through appropriate means such as email, telephone and other types of electronic and social media.

An Elected Member who fails to reasonably comply with a. or b. above may lose eligibility for payment of the allowance and be required to submit telecommunications expenditure by way of reimbursement for out of pocket expenses only.

3. All allowances and fees shall be paid automatically unless an Elected Member has advised the CEO in writing that he/she does not wish to claim any or part of those fees and allowances.
4. Subsequent to 3 above, an Elected Members future request for full or additional payment will accrue from the date of such request. No back pay will be made.
5. The taxation liability arising from these payments is the individual responsibility of each Elected Member.

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
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Related Documentation and/or Legislation:	<i>The Local Government Act 1995:</i> sections 5.98, 5.98A, 5.99 and 5.99A, 5.101A <i>The Local Government (Administration) Regulations 1996:</i> section 34AD <i>Salaries and Allowances Act 1975:</i> section 7B PRO-GVN 04 Elected Member Support and Development. Elected Member Expenses Claim Form Schedule of Expenses and Allowances

MAYORAL VEHICLE USAGE

POLICY

POL-GVN 05

Objective:

To outline the requirements surrounding the use of the City vehicle provided to the Mayor in accordance with the provisions of the *Local Government Act 1995* and *Local Government Regulations (Administration) 1996*.

Statement:

The position of Mayor shall, for the purposes of carrying out the functions of the Mayoral office, be entitled to receive the provision of a fully maintained City vehicle.

The vehicle provided to the Mayor:

- is to be in lieu of travel/mileage claims otherwise claimable by the Mayor for use of his/her personal vehicle;
- can be used for personal private purposes, not for any commercial purpose, but only on the basis that the cost of that private use is fully reimbursed by the Mayor to the City;
- will not occur at the reduction of the fees, allowances and reimbursements (other than the travel/mileages claims) otherwise ordinarily payable to the Mayor as approved by Council in accordance with the relevant provisions of the *Local Government Act 1995*; and
- will be administered in accordance with any related Policy/Procedure the City has in place.

The provisions and use of the vehicle will be administered as follows:

- The type/standard of vehicle to be provided will be determined by the City;
- The use of the vehicle by the Mayor for both official and private purposes shall be consistent with the conditions applicable under the Light Vehicle Custodianship Procedure; and
- The purchase and replacement/changeover of the Mayoral vehicle will be administered in accordance with the Light Vehicle Selection Procedure.

The calculation of the private use component of the vehicle costs to be reimbursed to the City by the Mayor is to be determined as follows:

- A logbook is to be kept of both official and private use of the vehicle, which shall be agreed with the Mayor as being the basis upon which the costs of private use will be calculated and subsequently required to pay by the Mayor to the City; and
- On the basis that the predominant use of the vehicle will be for official purposes, only those vehicle costs of a “variable” nature directly affected by the additional private use will be used for determining the payment for private use to be made by the Mayor. This includes fuel, vehicle servicing costs (and then only the additional servicing costs occasioned by the private use) and depreciation where it can be shown that the additional private use has negatively impacted on the trade values of the vehicle.

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
Creation date:	Minute G.39/6/11, 28 June 2011
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Related Documentation and/or Legislation:	<i>Local Government Act 1995:</i> section 5.101A <i>Local Government (Administration) Regulations 1996:</i> section 34AD DLG Circular 9-2011 Procedure - Light Vehicle Selection Procedure - Light Vehicle Custodianship Procedure - Elected Member Support and Development