

**NOTICE OF MEETING**

**ORDINARY COUNCIL**

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

**Tuesday 27 October 2020 at 5.30pm**

**MARK R NEWMAN**  
Chief Executive Officer  
15 October 2020

# 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 visit the City's website [www.mandurah.wa.gov.au](http://www.mandurah.wa.gov.au) or telephone 9550 3787.

**7. ANNOUNCEMENTS**

Modification to *Standing Orders Local Law 2016* - electronic attendance at meeting.

**8. PUBLIC STATEMENT TIME**

Any person or group wishing to make a Public Statement to Council regarding a matter concerning local government must complete an application form. For more information regarding Public Statement Time please visit the City's website [www.mandurah.wa.gov.au](http://www.mandurah.wa.gov.au) or telephone 9550 3787.

**9. LEAVE OF ABSENCE REQUESTS**

9.1 Councillor Lynn Rodgers: 1 – 30 November 2020, inclusive

**10. PETITIONS**

- 10.1 Councillor Lynn Rodgers: Coodanup Foreshore Structures
- 10.2 Councillor Pember: Use of Glyphosate at Peel Parade Foreshore

**11. PRESENTATIONS**

- 11.1 Mosquito Management Annual Report 2019/2020

**12. DEPUTATIONS**

Any person or group wishing to make a Deputation to Council regarding a matter listed on this agenda for consideration must complete an application form. For more information regarding making a deputation please visit the City's website [www.mandurah.wa.gov.au](http://www.mandurah.wa.gov.au) or telephone 9550 3787.

**13. CONFIRMATION OF MINUTES**

- 13.1 Ordinary Council Meeting: 22 September 2020
- 13.2 Special Council Meeting: 6 October 2020

Minutes available via <https://www.mandurah.wa.gov.au/council/council-meetings/agendas-and-minutes>

**14. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)**

**15. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS**

**16. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)**

- 16.1 Questions of which due notice has been given
- 16.2 Questions of which notice has not been given

**17. BUSINESS LEFT OVER FROM PREVIOUS MEETING**

**18. REPORTS**

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2	Enclosed Dog Park	11 – 24	
3	Ormsby Terrace Traffic Assessment	25 30	
4	Financial Report – September 2020	31 – 71	Absolute Majority Required
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8	Supply, Installation and Maintenance of Bench Advertising	94 – 96	
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**19. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN****20. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING****21. LATE AND URGENT BUSINESS ITEMS****22. CONFIDENTIAL ITEMS**

- 22.1 Commercial Locations
- 22.2 State Government Support
- 22.3 Land Acquisition (*To be circulated separately*)

**23. CLOSE OF MEETING**



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1	<b>SUBJECT:</b>	Proposed Lease: Falcon Men's Shed Incorporated
	<b>DIRECTOR:</b>	Director Business Services
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

The Falcon Men's Shed has occupied a small 225 square metre portion of Reserve 42821 (No 60) Linville Street, Falcon known as the Falcon Family Centre (FFC), for over 15 years.

The Falcon Men's Shed made contact with the City to expand and develop beyond their current footprint. Several alternative locations were investigated, however the group's requirements around locality, building footprint and a need to remain effectively distanced from residential housing reduced options for the group.

In consultation with the Men's Shed, City officers have identified that with some remodelling of the FFC, it would be possible to create an appropriate footprint at their current location, allowing expansion for the Men's Shed, with the main facility being managed by an external Community Service Provider who could continue to deliver family focused programs to the southern sector. The Men's Shed are requesting a long-term lease and a reduced rate of the standard community rental fee.

A maximum lease area has been designed within Reserve 42821 totalling 610 square metres, which ensures the group have the appropriate amenities and future expansion opportunities. The proposal includes the City undertaking works to convert two storage areas on the southern side of the FFC into a kitchenette and toilet ensuring the Men's Shed can operate independently from the main facility.

The estimated cost to undertake the upgrade has been estimated at \$96,000, which is being proposed to be funded by the City. The expenditure includes the costs for the conversion of the two storage areas to the kitchen and toilet as well as fencing, sewerage work and basic clearing of site. The Men's Shed are required to source appropriate external funding to replace their existing shed that would accommodate their desired expansion.

Council is requested to support the unbudgeted expenditure of \$96,000 together with a lease with Falcon Men's Shed Incorporated, for a 20 year term over portion of Reserve 42821 with a maximum lease area of 610 square metres. An annual rent of \$1 is proposed with the group being fully responsible for insurance, utilities, repairs and maintenance of any infrastructure constructed on the site including the existing shed and all structural repairs. The City will be responsible for structural repairs relating to the kitchenette and toilet, which are housed within the main body of the facility. The new lease would also be subject to the approval of the Minister for Lands.

## Disclosure of Interest

Nil

## Location



## Previous Relevant Documentation

- G.24/12/19      17 December 2019

Council approved the advertising of the FFC for a Not for Profit Community Group, who would manage, maintain and deliver Family and Child/Parent programs. Council also supported the Men's Shed remaining as a tenant of the site, and any further expansions shall be subject to funding being sourced by the group;
- G.32/3/14      25 March 2014

Council supported a new lease agreement with the Department of Communities for a term of 5 + 5 years for a peppercorn rental rates in return for the Department continuing to finance a Service Provider for the centre. Council supported Waratah Community Inc and the Minister for Health Child Adolescent Community Health remaining as sub tenants of the main facility.

## Background

In 1991, the then Department of Community Welfare contacted the City with a proposal to extend the Child Playgroup Centre located within Reserve 32267 (No 60) Linville Street Falcon. The State Government provided funds to extend the facility from its original 140 square metres to its current 380 square metre footprint. The Minister for Community Services requested a lease of 21 years in return for committing the ongoing funding for an on-site coordinator to oversee the centre and deliver family based programs to the community.

A portion of the adjoining Reserve 32267 was required to be excised to accommodate the redevelopment with Reserve 42821 being created with a designation of "Community Centre". The reserve excision was finalised in August 1993 giving the City management of the reserve with power to lease for any term not exceeding 21 years. The City and the Minister for Community Services entered into a 21-year lease agreement in March 1996 with the lease being back dated to the possession date of 8 May 1993.

Between 1992 and April 2020, the Department of Communities (DoC) held a lease over the site, and as part of their service delivery they entered into agreements with other groups to deliver programs, these included the Department of Health, Waratah Community Inc, and Falcon Playgroup. The Falcon Men's Shed also occupied a small portion of the site at the rear of the facility, adjacent to the outdoor play space, via an agreement entered into with the Service Provider, Waratah Community Inc.

In 2015, following the expiry of the original lease, the Department of Communities (DoC) and the City entered into a new 5 + 5 year lease agreement. Approximately a year prior to the expiry of the first term which was due in March 2020, the DoC confirmed, that due to a restructure of grant funding, they would not be exercising their option for a further term and would be returning the facility to the City, this occurred in April 2020.

In April 2020, the FFC was returned to the City's management.

At the time the leased area, which comprised of the whole of Reserve 42821, was handed over to the City, the Men's Shed did not hold any tenure over the site, the City has since entered into a hire arrangement with the group, until such time as the lease area is finalised and approved by Council.

Initial discussions noted the group are seeking an expansion and the City officers have explored a number of options to identify an alternative site.

The following locations have been investigated by City officers (in conjunction with the Falcon Men's Shed):

1. Falcon Community Centre

Address	60 Linville Street Falcon – Reserve 42821
Current Use	Family Playgroup, Child Health Nurse, Men's Shed
Zoning	Community Purpose Reserve
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Community Centre</i> Community based activities with power to lease.
Environmental issues	Bushland protection

2. South Mandurah Tennis Club

Address	2 Merlin Street – Reserve 45079
Current Use	Lease to South Mandurah Tennis Club (Expiry February 2029)
Zoning	Public Open Space
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Tennis Clubs and meeting rooms - with power to lease</i>
Environmental issues	No, some clearing would be required
Key Comments	Site is close to South Halls Head Primary School Restricted access to meeting space due to tennis clubs.

### 3. Port Bouvard Sport & Recreation Club

Address	1 Thisbe Drive Dawesville - Reserve 37304
Current Use	Lease held by Port Bouvard Sport & Rec Club expiry June 2024 Bowling, Tennis, Croquet, RSL, Men of the Trees.
Zoning	Regional Open Space
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Recreation and Club Premises</i> – with power to lease
Environmental issues	No clearing required
Officer Recommendation	Site is now at capacity with the addition of the Men of the Trees

### 4. Galbraith Loop, Erskine

Address	1 Galbraith Loop Erskine Reserve 41038
Current Use	Vacant Land – Used for Drainage
Zoning	Local Recreation
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Public Recreation</i>
Environmental issues	Clearing would be required (Acacias)
Land management issues	Change or an addition to the current purpose would not be supported so an excision of land would be required.
Utility requirements	No services located at the site
Drainage issues	Existing drainage infrastructure would need to be modified.
Officer Recommendation	Located adjacent to a light industrial area so surrounding context is appropriate; Timeline to create a new reserve and costs associated with service provision and survey works may prove cost prohibitive.

### 5. Falcon Oval

Address	27 Lynda Street Falcon
Current Use	Wood Turners, Scouts and Silver wheels Cycling group; South Mandurah Football and Cricket; Skate Park
Zoning	District Recreation
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Public recreation and Community Purposes</i>
Officer Recommendation	This part of the Falcon Oval is at capacity for shed construction

## 6. Merlin Reserve

Address	50 Karon Vista Halls Head – Reserve 27874
Current Use	Halls Head Football Club, Peel Diamond Sports
Zoning	District Recreation
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Public Recreation</i> , with no power to lease, licence only.
Officer Recommendation	There is scope to accommodate the shed and allow for further use of the pavilion during weekdays. The lease would not be supported; Site is in close proximity to school and residential housing

## 7. Cobblers/Zavia Road

Address	2 Zavia Street Falcon Corner Cobblers (Reserve 9893)
Current Use	Nil
Zoning	Local recreation
Ownership	Crown Reserve (under management to the City of Mandurah)
Management Order	<i>Landscape Protection</i>
Environmental issues	Identified in the Biodiversity Strategy for a change of purpose to conversation and passive recreation
Officer Recommendation	Not recommended due to the environmentally sensitive nature of the site.

Whilst in reviewing alternative options, and noting that the FFC is the preferred option, it has been important from the City officer's perspective, that any proposal fits the context of the location and the continued functionality of the Family Centre.

The investigation of other sites was important for the City to carry out due to the scarce land and buildings the City has available for community organisations to hold exclusively and the City's preference for a more sustainable approach to new facilities being shared use and co-location with other groups. However, with funding arrangements and their purpose, the shared use and co-location model was unachievable.

The City officers have acknowledged that the group's preferred option is to provide sufficient space so that in the future the shed can be up to 450 square metres.

It is noted that other Men's Sheds such as Pinjarra, Waroona, Australind and Cockburn are located adjacent to large sporting recreational ovals separated from residential areas, on the outskirts of the key residential area or within an industrial area; and that this requested size is larger than commensurate community buildings and other current Men's Sheds, however the Men's Shed can build in stages and may opt to build a smaller shed initially.

In April 2020, City officers offered the following:

- A shed of approximately 160 square metres, as shown on the plan presented to Council in December 2019 (which retains the existing structure during construction); or

- A shed of approximately 250 square metres as shown on the attached plan but would require the existing structure to be demolished. This building would have an east-west orientation, having a shared outdoor space adjacent to the Family Centre's southern activity room.

In considering options for future expansion and the ongoing management of the FFC, officers have given consideration to a number of options for the site:

- Option 1 – separate the existing building into two parts, make improvements to the side of the facility for the Men's Shed to use toilets and kitchenette and offer Activity space 2 for hire to the Men's Shed and other groups (managed by the City).
- Option 2 – Men's Shed manage the entire facility; with maintenance, repairs and upgrades, the responsibility of the Falcon Men's Shed, which would be onerous for a small group to sustain.
- Option 3 - allow the new head lessee of the centre, a lease over the entire facility with priority access being granted a number of times per year for Activity area 2 to the Men Shed. This would ensure the charge would be at the community rate as a regular hirer for the space.

Each of these options were considered important to seek to reduce the large shed footprint as the existing FFC facility will accommodate the toilets, kitchenette and meeting space and leave the shed to the workshop activities of the group.

### **Comment**

The Falcon Men's Shed have met with City officers requesting support for a suitable lease area that will allow the group to construct a new shed. They have outgrown their current footprint, and require space to continue their wood work operations, and expand their service by offering metal work facilities and a meeting space in order to grow their membership base.

The group are not requesting financial assistance from the City to build the new shed, this will be sourced externally. They have however, requested the City's support via an appropriate lease area at a reduced rental rate, for a maximum lease term, and access to facilities such as meeting room space, toilets and kitchen access. The maximum lease term allowed over this Crown Reserve is 21 years. In addition, it is requested that Council approve the proposed works to the FFC and surrounds which is estimated to cost \$96,000.

Following the above assessment, officers have explored the internal layout of the FFC and it appears to be well set up to provide opportunity for the Men's Shed to expand their activities ensuring they have access to a toilet and kitchenette within the southern part of the facility without interrupting other services within the facility, which is the current issue due to entry and exit points. This further ensures that a separate lease area is made available for a second Community Service Provider to deliver relevant family based programs through the FFC.

An advertising and Expression of Interest process has been completed for FFC. The outcomes of this process will be subject to a separate report to Council later in 2020. However, the need for this second group has to be taken into consideration when determining an appropriate final footprint for the Men's Shed.

With the group having access to existing parts of the main building avoids the need for potential duplication and although further ablutions may be required (based on building footprint and occupancy), there is an immediate need to supply these basic services as part of the new lease area for the group, to ensure they will not interrupt the operations of any new tenancy with the main facility.

The Men's Shed will also have eight priority bookings made available per annum for meeting space within the main facility, this will accommodate committee meetings and any other group activities they may wish

to undertake. The group confirm that once the shed is constructed they will not have any need to book the main facility, they will incorporate meeting space within their new lease area.

Given the constraints of the site such as existing boundaries, firebreaks and vegetation in the adjoining site and operational requirements of the existing building, officers have determined a maximum exclusive lease area of 610 square metres providing the Men's Shed with the space to determine their future shed size and operational needs as shown on **Attachment 1.1**.

Officers propose that the costs to renovate the existing storeroom into an operational toilet and kitchenette, together with appropriate fencing, sewer connections, minor site works and connection to power are proposed to be sourced through the Asset Management Reserve. The works include:

- Demolition and construction for the kitchenette and toilet
- Plumbing, Electrical and Mechanical
- Painting
- Sewer Connection
- Minor Site Works
- Lease Boundary Fencing
- Submetering of water and power
- Connection of three phase power

The estimated costs to complete these works is \$96,000.

## Consultation

### Falcon Men's Shed - Representatives

Department of Planning, Lands & Heritage confirm they are supportive of the Men's Shed occupation over the site as it aligns with the purpose of the Reserve as a "Community Centre", subject to approving the conditions of the lease. A draft lease is required to be approved by the Department, which will also determine the commencement date of the lease.

## Statutory Environment

### Section 3.58 of the *Local Government Act 1995* – Disposal of Property

'Dispose' includes to sell, lease, or otherwise dispose of, whether absolutely or not.

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

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.

The Falcon Men's Shed meets the criteria.

Section 18(2) of the *Land Administration Act 1997* - Minister for Lands Approval. Various transactions relating to Crown land to be approved by the Minister. As persons must not without authorisation, assign, sell transfer or otherwise deal with the interest in Crown Land.

## Policy Implications

POL-CNP 07

Community and Recreation Facilities



## Economic Implications

Officers propose the estimated cost of \$96,000 for the upgrade of the Falcon Family Centre be funded from the Asset Management Reserve. As at 30 June 2020, the Asset Management Reserve has a balance of \$3,414,421 with the purpose of the reserve being for the renewal and upgrade of current infrastructure with the City.

The City's \$96,000 contribution is made up as follows:

- Building works including fees \$65,000
- Minor Site works \$8,500
- Sewer Connection \$11,500
- Electrical Sub metering \$11,000

The Men's Shed will be granted eight (8) priority bookings for meeting space within Falcon Family Centre. The meeting space will form part of the lease area for the FFC lessee, who will be required to provide the meeting space at an hourly rate that aligns with Council approved fees and charges for room hire for regular hirer community groups. Current fees are \$7 p/hour and after 6pm \$9 p/hour. These fees will be paid directly to the lessee of Falcon Family Centre.

Officers recommend that the Council approve the waiver of fees and charges for 2020/21 for the establishment of lease document preparation of \$610 due to the community benefit delivered by the Falcon Men's Shed.

## Risk Analysis

There is a risk that the group will not be able secure the relevant external funding to achieve the desired outcomes relating to their current shed design. Regardless, by securing the lease area and long tenure now, the group has the opportunity to continue to work towards achieving their desired outcomes over time.

## Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Social:

- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.

## Conclusion

The Falcon Men's Shed has approached City officers with a plan and desire to grow and develop at their current site located at the Falcon Family Centre. The group require the City to secure long term tenure over an appropriately sized site to ensure they can apply for the relevant external funding to construct a new shed and further grow the services currently offered by their group.

Council is requested to support the unbudgeted expenditure of \$96,000 for the upgrades required to the FFC, together with a maximum lease area of 610 square metres over portion of Reserve 42821.

The term of lease is proposed at 20 years which will ensure any funding obtained is justified with the security of tenure. An annual rent of \$1 is proposed with the group being fully responsible for insurance, utilities, repairs and maintenance of any infrastructure constructed on the site including the existing shed



and all structural repairs. The City will be responsible for structural repairs relating to the kitchenette and toilet, which is located within the main facility. The new lease would also be subject to the approval of the Minister for Lands.

NOTE:

- Refer ***Attachment 1.1 Lease Area Falcon Men's Shed***

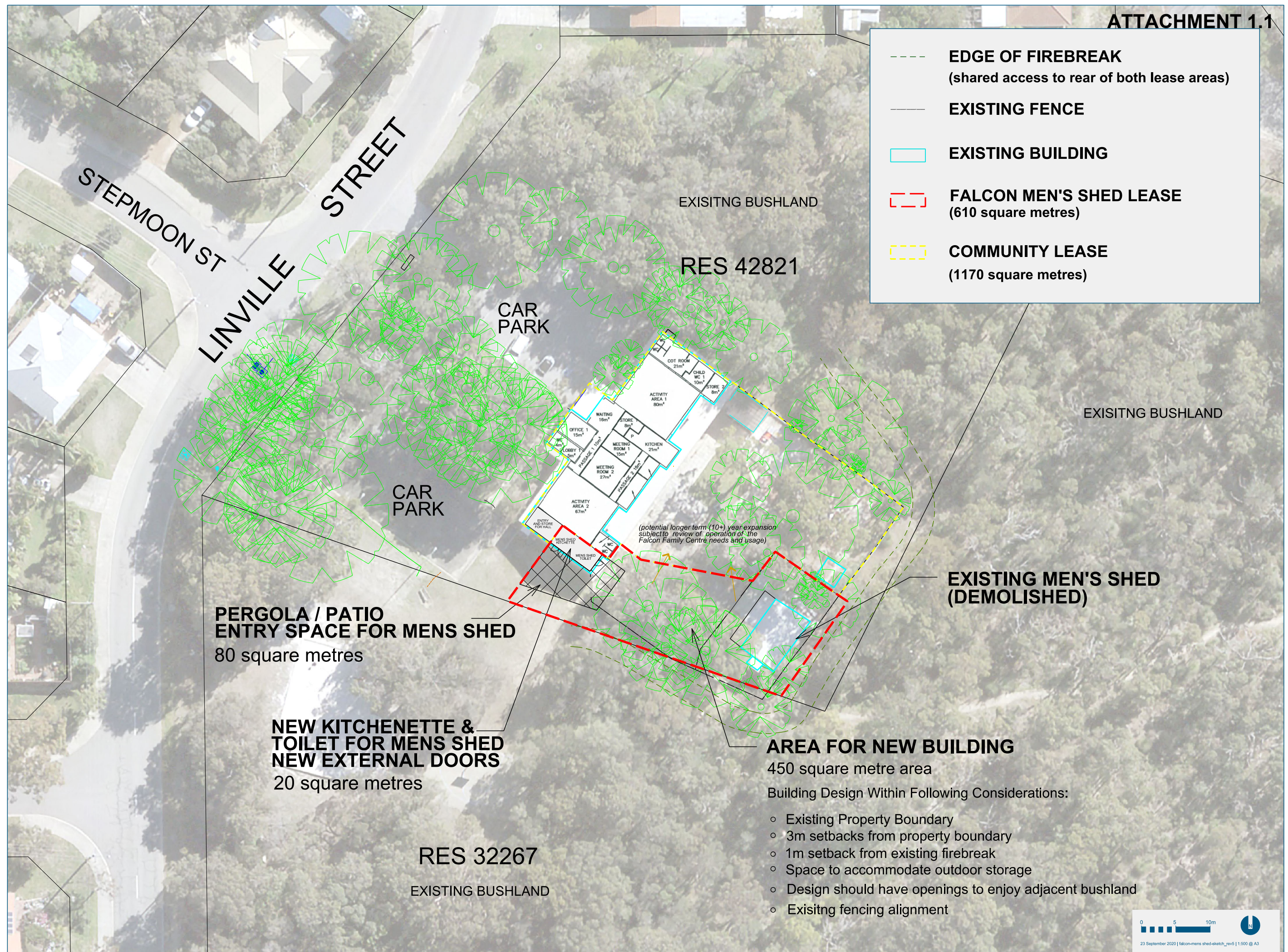
## **RECOMMENDATION**

**That Council:**

1. Approves a maximum lease area of 610 square metres over portion of Reserve 42821 to the Falcon Men's Shed Incorporated with the following conditions:
  - 1.1 Lease term 20 years;
  - 1.2 Annual Rent \$1 per annum;
  - 1.3 Commencement date will be after and subject to the Minister for Lands approval;
  - 1.4 Waives the Council approved fees and charges for Document Preparation fee of \$610;
  - 1.5 Lease conditions to be finalised by the Chief Executive Officer;
2. Approves the allocation of \$96,000 for the upgrade of the Falcon Family Centre from the Asset Management Reserve.

**\*ABSOLUTE MAJORITY REQUIRED\***







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<b>2</b>	<b>SUBJECT:</b>	Enclosed Dog Park
	<b>DIRECTOR:</b>	Director Business Services
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

Fully fenced dog parks are becoming an increasingly popular public facility provided by local governments. 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.

In April 2019, 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. Participants identified preferred locations and/or providing feedback on why locations would not be appropriate.

On 17 December 2019, Council endorsed progression to detailed design of Leslie Street Reserve (40075), Dudley Park and supported the establishment of a working group consisting of City Officers, Elected Members and interested community members, including professional dog handlers.

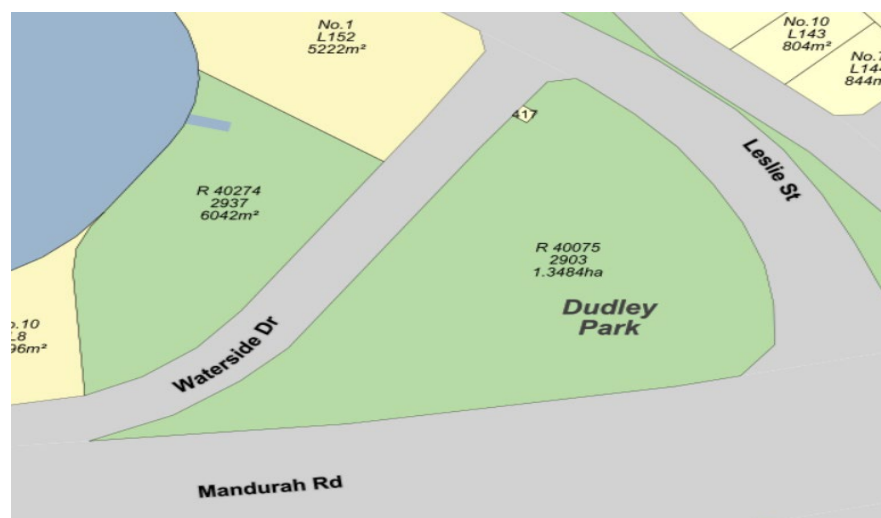
This report seeks endorsement to advertise for public comment, a detailed design for a period of 21 days. A report will then come back to Council for final adoption after considering any submissions made. The enclosed dog park project is budgeted in the 2020/21 financial year and is proposed to be completed by 30 June 2021.

## Disclosure of Interest

Nil

## Location

Reserve 40075: Corner of Leslie Street and Waterside Drive, Dudley Park. Lot Size 1.348 Hectares



## Previous Relevant Documentation

G.31/11/19 Fully Fenced Dog Exercise Area  
G.28/12/19 Fully Fenced Dog Exercise Area

## 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.

Community interest in an enclosed dog park has been very strong. 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.

In April 2019, 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. Participants identified preferred locations and/or provided feedback on why locations would not be appropriate.

On 17 December 2019, Council endorsed progression to detailed design of Leslie Street Reserve (40075) with a working group established consisting of two Elected Members, dog handlers/ trainers, interested community members, together with relevant City staff.

The Leslie Street Reserve Dudley Park (R40075) site has adequate area with good shade and grass covering. It is centrally located and able to service a high number of properties walking or driving. An important feature of the site is its public use and will be significantly enhanced from its current status. 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 has a long verge with potential overflow parking within the Waterside boat ramp.

To support the development of the enclosed dog park, working group officers attended enclosed dog parks within the south metropolitan area and the group contributed their experience in the appropriateness of various park elements across four meetings plus two on-site meetings.

The group worked through the site opportunities and constraints and considered important outcomes including safety of the community and dogs, durability and ongoing maintenance requirements, amenity including parking and streetscape among other items. The group brought a range of experiences and perspectives which greatly assisted in the development of the plan.

## Comment

The site has been surveyed to provide a full feature survey, for the development of a scaled plan and a Detailed Design for the park. The following provides a summary of some of the matters considered to design a dog park that meets the needs of the community and considering the opportunities and constraints of the site. The Detailed Design is provided in **Attachment 2.1**.

Dog Separation	<p>The proposal provides for a separation into two areas being a Dog Play “Small Dog” area and a Dog Exercise “All Dog” area. Most enclosed dog parks provide guidance on the use of the separate areas but it is important to note the behaviour of the dogs should guide the selection of the areas not just the dog’s size.</p> <p>These areas are to be separated by a visually impermeable fence constructed of Colorbond®/ or other low maintenance visually impermeable fencing. This separation is to prevent potential aggression between smaller and larger dogs.</p>
Size	<p>The size of the Dog Play (Small Dog) area is proposed to be 2100m<sup>2</sup> (Area 1) to the north, closer to Leslie Street.</p> <p>The size of the Dog Exercise area is proposed to be 2500m<sup>2</sup>.</p> <p>The Dog Exercise area provides for a run of 90 metres allowing opportunity for exercise.</p>
Fencing	<p>Fencing is proposed to be black chain mesh fencing of 1.8m in height. This specification is standard across many City recreational reserves.</p> <p>4m service gates will be provided to allow access by maintenance contractors.</p> <p>The base of the fence will have a 30cm hard edge to prevent dogs potentially digging.</p> <p>Design has been undertaken to prevent the creation of small areas that are difficult for the City Parks team to maintain.</p>
Entry	<p>Entry areas have incorporated a three-gate system, to minimise potential problematic interactions, where dogs are on lead as they enter the facility.</p> <p>A large 5m<sup>2</sup> entry is proposed to both areas to provide adequate circulation space.</p> <p>Paths have been designed to allow options to avoid other dogs if the owner feels this is necessary.</p>
Access and Inclusion	<p>A priority for the site is accessibility.</p> <p>2m paths connect to entry gates that have low latches.</p> <p>Paths within the dog park areas provide access to seats.</p> <p>2 ACROD bays are proposed.</p> <p>Large 5m<sup>2</sup> entry spaces support circulation.</p> <p>Pram ramp/ inclusive access from the Waterside boat ramp car park.</p>
Seating	<p>Seating supporting inclusion will be positioned close to the entry paths to both areas.</p> <p>Appropriately treated wood from the old Mandurah Bridge will be utilised.</p> <p>These seats are proposed to be away from the entrance to reduce bottle necks and encourage use of the entire area.</p>

Parking	<p>6 x hardstand bays are proposed to the south with 2 ACROD bays to the north. Informal parking will be available to the south estimated to provide an additional 20 car parking bays to the south of the site within the verge area.</p> <p>The City has separately received requests to provide some individual car parking bays within the boat ramp area. The proposal is to split 9 trailer bays providing an additional 18 hard stand bays for overflow if required.</p> <p>Parking has been kept away from the Waterside Drive and Leslie Street intersection to prevent congestion and safety concerns. Footpaths and No Stopping Road and Verge signage will be incorporated to prevent parking close to the intersection and on the Leslie Street verge.</p>
Ground Covering	<p>Tree bases would be mulched and logs put in place to protect tree roots and provide some agility opportunities.</p> <p>A turfed irrigated area across the facility is proposed which will be maintained to City Parks standards.</p> <p>Seats and areas around entries are to have concrete extensions to minimise destruction of grass producing damaged sandy areas.</p>
Water Supply	<p>A superficial bore will service the irrigated area. The bore will be supplemented by a supply of mains water to ensure adequate supply. Water infrastructure is to be concealed behind the entry statement wall, with a dark coloured 25,000L water tank to blend in with the surroundings.</p> <p>Landscaping will be incorporated to minimise any visual impact from Leslie Street and Waterside Drive.</p> <p>Drinking fountains are proposed in both the Dog Exercise "All Dog" and Dog Play "Small Dog" area to service dogs and owners.</p>
Street Amenity	<p>Landscaping is proposed at the entry of Waterside Drive in addition to the entry of the park to enhance visual amenity and to provide a welcoming entry to the park.</p>
Shade	<p>The site provides extensive shade covering and given cost implications the group considered it appropriate to leave out shade and rain structures given the extensive natural shade at the site. The City is exploring options for low cost infrastructure for rain protection but this is not costed at this point.</p>
Agility Equipment	<p>The working group has opted for more natural elements for agility and considered this preferable to specialised equipment for agility.</p>
Main Road Set Back	<p>Considerate of the City's Cycle Plan, a space has been left adjacent to Mandurah Road allowing a path to come through the reserve. This is an important connection and provides additional distance between Mandurah Road and the park.</p>
Bins	<p>Bins are proposed on the external of the site with the bin bags positioned to be accessible from both the inside and the outside of the park area.</p>
Signage	<p>Signage will identify the Dog Play "Small Dog" and Dog Exercise "All Dog" areas. Signage will also detail the rules of the facility and emergency contacts. Parking signage will be installed to guide parking behaviour.</p>

## Consultation

The Enclosed Dog Park Working Group has included input from two Elected Members, a registered dog trainer, an operator of a dog day care centre, three community members with a strong interest in the development of a dog park in Mandurah, representatives from the Waterside Residents Association and supported by relevant staff. The input has been invaluable in the development of the draft detailed design.

The proposed consultation will include the following:

- A mail out to properties within 500m of the proposed enclosed dog park;
- A mail out to all properties that require access via Waterside Drive;

- Email to those who registered and participated as part of the initial consultation with a link to the City's Mandurah Matters website;
- Email to City of Mandurah registered dog owners;
- Inclusion in the City of Mandurah community e-news;
- Social media posts via the City's Facebook page providing direction to the Mandurah Matters website;
- Advertisement in local newspapers.

To support the development of the enclosed dog park, working group officers attended enclosed dog parks within the south metropolitan area and the group contributed their experience in the appropriateness of various park elements, and have incorporated best practices into the design. Dog parks visited were:

- Baldivis
- Baler Court, Cockburn
- Jan Hammond Park, Success
- Kwinana (Sulphur Road)
- Rockingham

### **Statutory Environment**

Section 31 of the *Dog Act 1976* allows Council by absolute majority to designate dog off lead or dog prohibited areas. Currently Leslie Street Reserve 40075 is designated as dog-off-lead. On construction of the site, a recommendation to Council will be made to make the area internal of the fence dog-off-lead while anywhere external to the fence on the reserve will require dogs to be on lead.

### **Policy Implications**

Nil

### **Economic Implications**

The enclosed dog park project within the City's 2020/21 budget to a value of \$213,492. The maintenance of \$30,000 will be required to be included in the annual budget going forward.

### **Risk Analysis**

A risk assessment of the project has been undertaken. Some of the high-risk issues and mitigation measures are outlined as follows:

- Potential for local residents to strongly reject the design. The process has sought to proactively take into consideration local residents concerns and ideas. A broad consultation process with the community is proposed to ensure a comprehensive engagement.
- The lack of ability to source all the infrastructure elements recommended has been considered with the inclusions recommended by the Enclosed Dog Park Working Group. Efforts have been made to source items that are readily available.
- The ability of contractors to work within the specified timeframes has been noted and this risk will be mitigated through early programming of works and effective project management through the construction phase.
- The safety of the existing trees within the park for people and animals is an important consideration and will be managed through thorough assessment prior to construction with appropriate pruning and management undertaken.

- Anti-social behaviour and crime prevention. The site has been designed with limited structures that may have implications for crime and antisocial behaviour reducing potential impacts.
- As noted parking arrangements are important and measures have been included to minimise risk by keeping parking away from the corner of Waterside Drive and Leslie Street. A number of parking options are available. The City's Rangers will monitor to ensure parking behaviours are appropriate when the park is opened.
- The risk of danger to dogs from nearby roads has been considered with 1.8m high fencing and concrete stripping as noted. Setbacks to Mandurah Road have been incorporated.

## Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.
- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

### Health:

- Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community.
- Provide quality health and wellbeing programmes and services that target whole of life health from infants to seniors.
- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

### Environment:

- 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.
- Protect and manage our local natural environment and ensure that our actions to manage land-based assets don't adversely impact our waterways.
- Create opportunities for our community to celebrate and preserve our local natural environment.
- Educate our community on global environmental sustainability issues and demonstrate leadership in the field.
- Partner and engage with our community to deliver environmental sustainability outcomes.

## Conclusion

An enclosed dog park has been recognised as a facility that the community of Mandurah would embrace. With the support of the Dog Park Working Group, a detailed design for an enclosed dog park at Leslie Street Reserve (R 40075) has been prepared for public comment. The design incorporates a range of measures to facilitate safety and amenity.

The City proposes to seek public comment for a period of 21 days on the design, with a final design to be presented to Council after consideration of submissions received.

- Refer **Attachment 2.1 Detailed Design Enclosed Dog Park Leslie Street Reserve (R40075)**



## **RECOMMENDATION**

### **That Council:**

- 1. Approve the commencement of a public comment period of 21 days seeking submissions on the proposed dog park design through the following:**
  - 1.1. Mail out to properties within 500m of the proposed enclosed dog park;**
  - 1.2. Mail out to all properties that require access via Waterside Drive;**
  - 1.3. Email to those who registered and participated as part of the initial consultation with a link to the City's Mandurah Matters website;**
  - 1.4. Email to City of Mandurah registered dog owners;**
  - 1.5. Inclusion in the City of Mandurah community e-news;**
  - 1.6. Social media posts via the City's Facebook page providing direction to the Mandurah Matters website;**
  - 1.7. Advertisement in local newspapers.**
- 2. Receive a final plan for the Enclosed Dog Park for approval following the consideration of submissions received.**







**EXISTING SITE**





# NON-NEGOTIABLES

LESLIE ST RESERVE,  
DUDLEY PARK AS SITE  
FOR MANDURAH'S FIRST  
DEDICATED ENCLOSED  
DOG PARK  
- COUNCIL ENDORSED

BUDGET 2020-21 \$\$

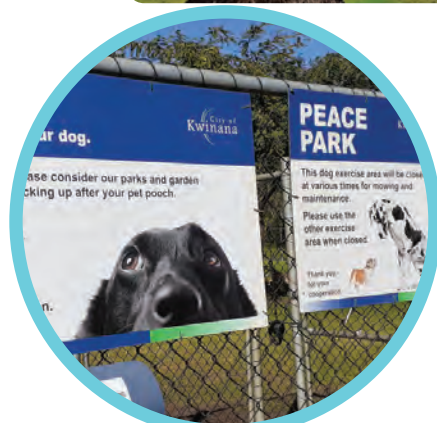
ROBUST MATERIALS



EXISTING TREES  
MAINTAINED & PROTECTED



SIGNAGE -  
REGULATORY



DOGS &  
FRIENDLY  
HUMANS



LOW  
MAINTENANCE  
AS POSSIBLE  
PLEASE



PATH &  
ENTRY  
GARDEN



DRINK  
FOUNTAIN  
& DOG  
BOWL  
& TAP

# MUST HAVES \$\$ permitting

FENCING  
- CHAIN WIRE

PATH ENTRY -  
'CORRAL' STYLE  
GATES

ACCESSIBILITY

ACCESSIBLE  
PARKING BAYS &  
ENTRY  
PATH

# NICE TO HAVES ? \$?

see next page...



SEATS



SHADY TREES,  
MULCH & TURF  
WITH IRRIGATION

# DOG PARK LESLIE ST RESERVE CONCEPT 2020

SITE COMPONENTS  
OPTIONS - PLANNING

PAGE 2









CONCEPT PLAN  
GENERAL LAYOUT OF AREAS  
WITHIN THE PARK,  
INCLUDING ENTRY POINTS  
& SERVICES / FEATURES,  
EXISTING AND FUTURE

**DOG PARK  
LESLIE ST  
RESERVE  
CONCEPT  
2020**

**SITE PLAN**

PAGE 4

LANDSCAPE PLAN  
LAN0063 2021-CP-01  
REVISION E  
DOG PARK LESLIE ST  
LANDSCAPE 2020  
23.09.20 K.L.  
Landscape Services

Report 2 Page 22

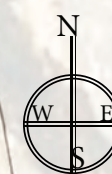






## LEGEND

- B GREEN WHEELIE BIN 240L
- DW DRINK WATER FOUNTAIN WITH DOG BOWL
- FENCES
  - F1 CHAIN MESH BLACK 1800mm TALL
  - F2 1800mm TALL SCREEN FENCE - MATERIAL TBC
  - F3 CHAINMESH BLACK 1200mm TALL
- G GATES INTO ENTRY CORRAL, & OTHERS AS INDICATED ON PLAN
- GS GATES, SERVICE ENTRY ONLY (FOR MOWERS ETC.)
- LS LOG SEAT
- S SEAT, PARK BENCH WITH/ WITHOUT BACK WITH/ WITHOUT ARM RESTS
- SWP STORMWATER AREA, PLANTED



PLAN  
DRAWN  
OVER  
FEATURE  
SURVEY  
AUG 20 &  
APRIL 20  
AERIAL

## DOG PARK LESLIE ST RESERVE CONCEPT 2020

### CONCEPT PLAN

LANDSCAPE PLAN  
LAN0063 2021-CP-01 PAGE 6

REVISION E  
DOG PARK LESLIE ST  
LANDSCAPE 2020  
23.09.20 K.L.  
Landscape Services

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EXISTING ENTRY WALL AREA,  
HAS BEEN ASSESSED FOR  
WATER SUPPLY FOR NEW  
IRRIGATION SUPPLY / SYSTEM

INDICATIVE IMAGE  
SHOWING SCALE OF 25000  
LITRE WATER TANK,  
4m DIAMETER, TO BE  
INSTALLED AND FENCED  
WITH LOCKED SERVICE  
ACCESS GATE



\*NOTE COLOUR IS  
INDICATIVE ONLY,  
MAY BE A DARK  
GREY INSTEAD



EXISTING ENTRY WALL WITH  
FENCED TANK BEHIND IS TO BE  
PLANTED AROUND, IN SIMILAR  
STYLE TO LESLIE STREET'S  
MEDIAN GARDEN BEDS

## DOG PARK LESLIE ST RESERVE CONCEPT 2020

### INDICATIVE IMAGE OF ENTRY LANDSCAPE

LANDSCAPE PLAN  
LAN0063 2021-CP-01 PAGE 7

REVISION E  
DOG PARK LESLIE ST  
LANDSCAPE 2020  
23.09.20 K.L.  
Landscape Services

Report 2 Page 24





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<b>3</b>	<b>SUBJECT:</b>	Ormsby Terrace Traffic Assessment
	<b>DIRECTOR:</b>	A/Director Built & Natural Environment
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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### Summary

Council, at its meeting on 30 June 2020, considered a Notice of Motion in relation to traffic in Ormsby Terrace and resolved that City officers schedule a traffic assessment of Ormsby Terrace between Marco Polo Drive and Peel Street roundabouts and report the results back to Council on completion.

In accordance with Council's resolution, and the reasons given for the Notice of Motion, City officers have undertaken an assessment of traffic conditions within the section of Ormsby Terrace between Peel Street and Marco Polo Drive and have proposed minor changes to improve the operation of the road.

### Disclosure of Interest

Nil

### Location

The section of Ormsby Terrace between the intersections of Peel Street and Marco Polo Drive, as shown on the below map.



### Previous Relevant Documentation

Nil

## Background

Council, at its meeting on 30 June 2020, resolved the following Notice of Motion:

*“That City of Mandurah officers schedule in a traffic assessment of Ormsby Terrace between Marco Polo Drive and Peel Street roundabouts and report the results back to the Council upon completion.”*

It is noted that the reason for the Notice of Motion was that at a recent community meeting at Ormsby Terrace, residents raised concerns about speeding and hoon driving, and a traffic assessment of the road should be considered to inform any possible steps or actions that might be required to manage traffic activities in this section of road.

Subsequently, City officers have undertaken a detailed assessment of traffic conditions within the subject section of Ormsby Terrace. This assessment included:

1. Traffic Counts - traffic counts were completed at multiple mid-block locations. The counts took place over an 11 day period between Thursday, 3 September and Monday, 14 September 2020. This data was used to assess the mid-block traffic volumes and vehicle speeds. For the purpose of the assessment, the road was broken-up into two sections separated by the raised pedestrian crossing located adjacent to the Keith Holmes Reserve (Reserve 50593).
2. Crash Data - an analysis of the detailed crash data was completed, for the five year period between January 2015 and December 2019, to identify any potential underlying safety issues with the road environment.
3. A General Review of Traffic and Parking Arrangements – a review of the traffic and parking arrangements was completed to identify any further improvements to the operation of the road.

## Comment

### Traffic Counts

The section of Ormsby Terrace, between Henson Street and Marco Polo Drive, is identified as a 'Neighbourhood Connector A' in the City's road hierarchy. Neighbourhood Connector roads would generally be expected to carry traffic volumes in the range of 3,000 to 7,000 vehicles per day, or higher where roads are designed appropriately. Also, the default built-up area speed limit of 50 km/h applies for the entire length of Ormsby Terrace.



Traffic counts were completed at the below locations, with the following results.



Location	Direction of Travel	Average Weekday Volume	Average 7 Day Volume	Average Vehicle Speed	85 <sup>th</sup> Percentile Speed
In Front of Number 26	Northbound	2,065 vpd*	2,288 vpd	38.6 km/h	45.1 km/h
Opposite Number 26	Southbound	2,086 vpd*	2,283 vpd	37.3 km/h	43.8 km/h
In Front of Number 42	Northbound	2,717 vpd*	2,939 vpd	40.6 km/h	46.6 km/h
Opposite Number 46	Southbound	2,744 vpd*	2,922 vpd	41.6 km/h	47.9 km/h

\*vehicles per day

Based on the traffic count data, there is a high level of compliance with the speed limit for the section of Ormsby Terrace between Marco Polo Drive and Peel Street. The 85<sup>th</sup> percentile is the speed at which 85% of vehicles are travelling at or below and is used across the industry to represent the operating speed of the road. The results are considered reasonable taking into account both the function and design of Ormsby Terrace.

Traffic volume results were also within the expected volumes for the function and design of the road. It is noted that previous data taken near No. 42 and No. 46 Ormsby Terrace during the peak summer period in January 2020 as part of the City's annual city centre traffic surveys indicated average seven-day traffic volumes in the range of 6,500 vehicles per day with weekend volumes observed within the range of 7,000 – 7,500 vehicles per day (northbound & southbound combined).

### Crash Data

During the five year period between January 2015 and December 2019, there were seven recorded crashes for this section of Ormsby Terrace.

Of these, six were mid-block crashes and one crash occurred at the roundabout at the intersection of Ormsby Terrace and Peel Street. This particular crash involved a collision between a car and a cyclist resulting in medical treatment for the cyclist. The six mid-block crashes all resulted in vehicle damage only. The crash types were:

- Two rear end crashes at the pedestrian crossing;
- One mid-block rear end crash between the pedestrian crossing & Peel Street;
- One right angle crash involving a vehicle leaving a driveway;
- One sideswipe crash involving a car performing a U-turn; and
- One rear end crash involving a parked vehicle.

Given the traffic volumes and function of Ormsby Terrace, including consideration of the number of turning movements with vehicles accessing on-street and off-street parking facilities, the number of crashes, crash types and crash severities recorded does not highlight a need for intervention or related further action.

### General Review of Traffic and Parking Arrangements

Although the traffic counts and crash data did not highlight the need for further action, as part of a general review, City officers have identified a number of minor improvements that may be beneficial to the overall operation of this section of Ormsby Terrace. These are:

1. Remove on-street parking bays at the car park access to 63 Ormsby Terrace - there is the ability to improve sight distance at the two carpark vehicle access points through the removal of up to four on-street parking bays and associated line marking modifications; and
2. Installation of 'No U-Turn' signs at the two central median openings to the north of the raised pedestrian crossing. Due to the presence of the central median, it has been observed practice for vehicles to perform U-turns at the median openings to the north of the pedestrian crossing. These median openings provide access to, and egress from, the vehicle access to the Seniors Centre and Mandurah Performing Arts Centre car parks. The U-Turn manoeuvres at these locations have the potential to cause vehicle to vehicle conflicts and City officers will approach Main Roads WA to seek approval for 'No U-Turn' signs at these locations.

### **Consultation**

Consideration has been given to the information provided in the Notice of Motion however no further consultation has been carried out.

### **Statutory Environment**

Nil

### **Policy Implications**

Nil

### **Economic Implications**

Nil

## Risk Analysis

The traffic investigations have been undertaken with industry standard vehicle counting/classification counters with a high level of confidence in the results. The assessment of the traffic volumes and speeds are in accordance with industry standards and the City's Traffic Management Investigation Guidelines 2015.

## Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.

### Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.

## Conclusion

An assessment of the traffic conditions within the section of Ormsby Terrace between Peel Street and Marco Polo Drive has been undertaken. The results indicate that there is a high level of compliance with the speed limit and traffic volumes and are consistent with those expected for a road of this function and design. Also, analysis of available crash data did not highlight any significant issues with the road environment.

City officers have, however, noted a number of minor changes that can be made to improve the operation of Ormsby Terrace.

### NOTE:

- Refer ***Attachment 3.1 Ormsby Terrace – Detailed Crash History (Peel Street to Marco Polo Drive)***.

## RECOMMENDATION

**That Council notes the information contained in this report, including the minor changes that will be made to improve the operation of Ormsby Terrace.**



# Detailed Crash History

## ATTACHMENT 3.1

Report Criteria

Road	SLK	CWY
2120130 - Ormsby Tce	0.00 to 0.43	All

Parameter	Value	Description
From Date	01/01/2015	
To Date	31/12/2019	
Crash Type	All	
Severity	All	

Road	Road Name	SLK	CWY	True Dist	Intersection	Date	Day	Time	Severity	Crash No.	Type	Light Cond	Road Cond	Speed Limit	Traffic Control	Road Feature	Road Alignment	Speed Factor	MR Nature	Location	RUM	Unit	Unit Type	From Dir	To Dir	Veh/Ped Move	First Object Hit	Second Object Hit	Third Object Hit	Target Impact Point
2120130	Ormsby Tce	0.20	S	0.20		27/10/2018	Saturday	1800	PDO Minor	2018289301	Midblock	Dawn Or Dusk	Dry	51	Zebra Crossing	Mid Block Latm Device (Slow Pt Sp Hump Etc.)	Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.20	S	0.20		27/10/2018	Saturday	1800	PDO Minor	2018289301	Midblock	Dawn Or Dusk	Dry	51	Zebra Crossing	Mid Block Latm Device (Slow Pt Sp Hump Etc.)	Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Car	S	N	Straight Ahead: Not Out Of Control				Rear
2120130	Ormsby Tce	0.22	S	0.22		17/03/2019	Sunday	1105	PDO Minor	2019070670	Midblock	Daylight	Dry	51	Zebra Crossing		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Station Wagon	N	S	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.22	S	0.22		17/03/2019	Sunday	1105	PDO Minor	2019070670	Midblock	Daylight	Dry	51	Zebra Crossing		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Bus	N	S	Stopped: To Avoid Pedest				Rear
2120130	Ormsby Tce	0.24	S	0.24		28/10/2016	Friday	2200	PDO Major	2016311964	Midblock	Dark - Street Lights On	Dry	51	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Colliding	Station Wagon	S	N	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.24	S	0.24		28/10/2016	Friday	2200	PDO Major	2016311964	Midblock	Dark - Street Lights On	Dry	51	No Sign Or Control		Straight		Rear End	On Cway	31:Same Dirn: Same Lane Rear End	Target	Station Wagon	S	N	Stopped: To Avoid Veh				Rear
2120130	Ormsby Tce	0.25	S	0.25		30/06/2017	Friday	1015	PDO Major	2017204202	Midblock	Daylight	Dry	51	No Sign Or Control	Median Opening	Straight		Right Angle	On Cway	47:Manoeuv: Leaving Driveway	Colliding	Car	N	S	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.25	S	0.25		30/06/2017	Friday	1015	PDO Major	2017204202	Midblock	Daylight	Dry	51	No Sign Or Control	Median Opening	Straight		Right Angle	On Cway	47:Manoeuv: Leaving Driveway	Target	Station Wagon	E	N	Turning: To Make Right Turn				Side
2120130	Ormsby Tce	0.36	S	0.36		28/09/2016	Wednesday	1635	PDO Major	2016313331	Midblock	Daylight	Dry	51	No Sign Or Control	Median Opening	Straight		Sideswipe Same Dirn	On Cway	34:Same Dirn: Same Lane U - Turn	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.36	S	0.36		28/09/2016	Wednesday	1635	PDO Major	2016313331	Midblock	Daylight	Dry	51	No Sign Or Control	Median Opening	Straight		Sideswipe Same Dirn	On Cway	34:Same Dirn: Same Lane U - Turn	Target	Station Wagon	S	S	Turning: To Make U Turn				Side
2120130	Ormsby Tce	0.41	S	0.41		20/05/2015	Wednesday	2321	PDO Major	2015139855	Midblock	Dark - Street Lights On	Dry	51	No Sign Or Control				Rear End	On Cway	61:On Path: Parked	Colliding	Car	S	N	Straight Ahead: Not Out Of Control				
2120130	Ormsby Tce	0.41	S	0.41		20/05/2015	Wednesday	2321	PDO Major	2015139855	Midblock	Dark - Street Lights On	Dry	51	No Sign Or Control				Rear End	On Cway	61:On Path: Parked	Target	Car	S	N	Stopped: Parked On Cway				Rear
2120130	Ormsby Tce	0.43	S	0.43	PEEL ST (034659)	17/07/2019	Wednesday	0954	Medical	2019203600	Intersection	Daylight	Dry	51	Give Way Sign	Roundabout	Straight		Right Angle	On Cway	14:Intx: Thru - Right	Colliding	Car	E - PEEL ST	N - ORMSBY TCE	Turning: To Make Right Turn				
2120130	Ormsby Tce	0.43	S	0.43	PEEL ST (034659)	17/07/2019	Wednesday	0954	Medical	2019203600	Intersection	Daylight	Dry	51	Give Way Sign	Roundabout	Straight		Right Angle	On Cway	14:Intx: Thru - Right	Target	Bicycle	N - ORMSBY TCE	S - ORMSBY TCE	Straight Ahead: Not Out Of Control				Side

<b>4</b>	<b>SUBJECT:</b>	Financial Report September 2020
	<b>DIRECTOR:</b>	Director Business Services
	<b>MEETING:</b>	Ordinary Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

## Summary

The Financial Report for September 2020 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

- G.17/6/20      23/06/2020      Adoption of Annual Budget 2020/21

## Background

Nil

## Comment

## Financial Summary

The financial report for September 2020 shows a surplus for this period of \$78.4 million.

A summary of the financial position for September 2020 is detailed in the table below:

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)- (a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
<b>Opening Funding Surplus / (Deficit)</b>	<b>2,197</b>	<b>2,197</b>	<b>1,200</b>	<b>(997)</b>	<b>-45%</b>
<b><u>Revenue</u></b>					
Revenue from operating activities	110,893	96,140	97,755	1,615	2%
Capital revenue, grants and Contribution	13,183	2,172	4,484	2,312	106%
	<b>124,076</b>	<b>98,312</b>	<b>102,239</b>	<b>3,927</b>	
<b><u>Expenditure</u></b>					
Operating Expenditure	(135,076)	(34,795)	(26,165)	8,630	-25%
Capital Expenditure	(45,322)	(11,990)	(4,051)	7,938	-66%
	<b>(180,398)</b>	<b>(46,784)</b>	<b>(30,216)</b>	<b>16,568</b>	
Non-cash amounts excluded from operating activities	35,776	8,885	5,780	(3,104)	-35%
Other Capital Movements	17,613	(1,530)	(1,564)	(35)	2%
<b>Closing Funding Surplus / (Deficit)</b>	<b>(736)</b>	<b>61,080</b>	<b>77,438</b>	<b>16,359</b>	<b>27%</b>

Please note as a result of the rates payment due date for 2020/21 set at 11 November, the rates receivable balance as at 30 September is \$20million more than last year. The due date in 2019/20 was 25 September.



The City remains to have sufficient cashflow to continue its operations. The variance is expected to be a timing issue and it is expected that by mid November, the amount received from rates will be comparable to previous years.

### Key Capital Projects

The following table highlights the status of the City's key capital projects for the 2020/2021 financial year:

Project	2020/21 Actuals Incl. CMT \$'000s	2020/21 Annual Budget \$'000s	Comment
Western Foreshore Recreation Precinct	2,102	8,316	<i>Project status:</i> Skate Park – Works progressing on schedule. Project expected to be completed by December 2020.  Play Space – Design received with construction tender proposed for November 2020. New toilet facility due to commence construction by October 2020. Artwork completion due December 2020. Project expected to be completed by June 2021.
Eastern Foreshore South Precinct	54	6,937	<i>Project status:</i> Floating Jetties – Works commenced end of September. Internal group appointed to manage commercial opportunities for jetties. Project expected to be completed by December 2020.  Estuary Pool – Project expected to be completed by June 2021.
Smart Street Mall Upgrade	1,062	2,352	<i>Project status:</i> Works progressing on schedule. Underground works due for completion end of October, followed directly by commencement of above ground works. Project expected to be completed by June 2021.
Lakelands District Open Space and Clubroom Facility	550	2,271	<i>Project status:</i> Sports Ground Lighting - Contract currently being negotiated.  Clubrooms - Construction complete. Landscaping and path works around building to commence late October/early November. Project expected to be completed by November 2020.
Pinjarra Road Stage 1 and 2	130	1,626	<i>Project status:</i> Service locations finalised. Stage 1 (Sholl St to Sutton St) design issued. 3D design for Stage 2 has commenced. Construction to commence



			early 2021. Project expected to be completed by June 2021.
Leslie Street Road Rehabilitation	-	813	<i>Project status:</i> Masterplan concept completed for Leslie Street staged project. Design for Stage 1 will be issued for construction in early October with construction delivery in Q2. Project expected to be completed by March 2021.

## 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 have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 4.1.

## Risk Analysis

Nil

## Strategic Implications

The following strategy from the *City of Mandurah Strategic Community Plan 2020 – 2040* is relevant to this report:

### Organisational Excellence:

- 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.

## Amendment to Procurement Council Policy - Financial Authorisation for the CEO

Under the *Local Government (Financial Management) Regulations 1996* r 5(1)(e), the CEO is required to ensure that there are efficient systems and procedures in place to ensure the proper authorisation for the incurring of liabilities and making of payments. The CEO satisfies this requirement in relation to employees by implementing a Financial Authorisation Limit Listing which stipulates the authorisation limits for all employees with purchasing responsibilities. These limits align with the general authorisation limits set by Council in the POL-CPM 02 Procurement Council Policy and are built into the City's OneCouncil Financial Systems to ensure no employee can approve a purchase order above their approved limit.

While reviewing the City's authorisation limits in line with the new OneCouncil Financial Systems it has been identified that it is not currently explicit in the Council Policy what purchase order authorisation limit applies to the CEO.

It is recommended, to ensure clarity, that the Policy is amended to reflect that the CEO has unlimited financial authorisation, subject to the processes and procedures as set out in the Policy, for all purchases excluding tenders. Clarifying this authorisation limit is important as it confirms the CEO's authority to approve financial authorisations through OneCouncil, that are issued under the City's larger contracts (such as high value construction contracts approved under delegation or by Council).

In light of the above, it is recommended that Council adopt an amendment to the POL-CPM 02 Procurement Council Policy, in accordance with **Attachment 4.3**. The Policy has also been updated in line with the City's new branding and the changes are in tracked changes to highlight the minor changes made to the Policy.

## **Unbudgeted Expenditure**

### Sports Club Maintenance Levy Reserve – Port Bouvard Surf Life Saving Club

Under the lease arrangement for Port Bouvard Surf Lifesaving Club, the club pays \$5,000 per annum as a contribution towards the future replacement for kitchen equipment. This contribution is transferred into the Sports Club Maintenance Levy Reserve at year end to be drawn down upon as required. The four-door fridge/freezer at the club requires a new compressor and is urgently required for operations. Replacement cost of the compressor is estimated to be \$1,700 and is more cost effective than replacing the entire fridge/freezer due to it being a semi commercial unit. It is proposed that the repairs of \$1,700 be funded from the Sports Clubs Maintenance Levy Reserve.

### Mandurah Bowling Club Cool Room Compressor

The compressor which operates the cool rooms at the Mandurah Bowling Club facility is out of order and requires replacing. It has been identified that the life of the compressor can be temporarily prolonged through the replacement of the VRV card, however there is no guarantee that this will rectify the issue. It is therefore proposed that the failed single compressor unit and VRV card with individual compressor units for each chiller and cool room be replaced. The facility is an asset of the City and therefore it is the City's responsibility to repair and maintain the unit under the lease. The replacement of the unit is estimated to cost \$27,890.

It is proposed that these funds come from anticipated savings in the Installation of Air Conditioning at Halls Head Parade Community and Sports Facility capital project, with quotes for the supply and installation of the air-conditioning unit expected to be lower than originally estimated.

### South Mandurah Football Club Changeroom Project

An increase in scope of works for the South Mandurah Football Club Changeroom project is required. The Water Corporation has insisted that the sewer works to be undertaken for the changerooms need to be extended to include the existing Falcon Pavilion, as these facilities are located within the same lot. The cost of the additional works is estimated to be \$30,000.

As approved in the 2020/21 Capital Works Budget, this project was one of the original projects funded by the Restart Mandurah program. It is proposed that the additional funds required to complete this project also be funded by the Restart Mandurah funding.

### MARC Improvement to Car Park Area

There has had a small increase in scope of works for the MARC Improvement to Car Park project, in regards to planting expenditure of \$1,598. It is proposed that the \$1,598 increase in budget be funded from the Calypso Reserve - Drinking Fountain project.

### Traffic Management (TM) Discretionary Traffic Management

The TM Discretionary Traffic Management project is a carryover program from 2019/20. The 2019/20 program is now complete, however an additional \$4,776 was required to finalise the projects. It is proposed that the \$4,776 increase in budget be funded from the 2020/21 TM Discretionary Traffic Management Program.

### Orion Road Park Stage 2

The Orion Road Park Stage 2 drainage project is now complete, however a small scope increase has resulted in an overspend of \$2,901. It is proposed that the \$2,901 overspend be funded from savings from the completed Pinjarra Road East - Median Stage 3 project.

### Business Grants

Council, at its 6 October 2020 Special Council Meeting, approved the business grants for 2020/21 and 2021/22 financial year. The \$350,000 for the 2020/21 financial year was transferred out of the Restart Mandurah allocation. It is best practice if the 2021/22 allocation is also transferred out of the remaining balance to provide the City officers and Council, with a running balance of the total amount remaining to be allocated to Restart Mandurah projects. The \$350,000 for the 2021/22 financial year is proposed to be transferred to the Unspent Grants and Contributions Reserve for the purposes of the 2021/22 business grants allocation.

For Elected Members information, the remaining balance of the Restart Mandurah Fund, if the proposed budget variations are supported, is \$1.705 million.

### **Conclusion**

The City strives to manage its finances adequately and maintain expenditure within budget to ensure services that have been approved through the budget process are fully funded. By submitting the budget variation requests to Council as they arise it allows identification of financial implications and ensures there is nil effect on the budget adopted.

It is recommended that Council receive the Monthly Financial Report, Schedule of Accounts, proposed budget variations and the amendments to the Procurement Council Policy.

#### NOTE:

- Refer **Attachment 4.1** *Monthly Financial Report*  
**Attachment 4.2** *Schedule of Accounts (electronic only)*  
**Attachment 4.3** *POL-CPM 02 Procurement Council Policy*

### **RECOMMENDATION**

#### **That Council:**

- 1** **Receives the Financial Report for September 2020 as detailed in Attachment 4.1 of the report.**
- 2** **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 4.2 of the report:**

<b>Total Municipal Fund</b>	<b>\$ 7,597,632.11</b>
<b>Total Trust Fund</b>	<b>\$ 92,503.84</b>
	<b>\$ 7,690,135.95</b>
- 3** **Approves the amendment of the POL-CPM 02 Procurement Council Policy in accordance with Attachment 4.3.**

- 4 Approves the following budget variations for 2020/21 annual budget:**
- 4.1 Increase in operating expenditure of \$1,700\* for fridge repairs at Port Bouvard Surf Life Saving Club.**
    - To be funded from the Sports Club Maintenance Levy Reserve \$1,700\*
  - 4.2 Increase in capital expenditure of \$27,890\* for cool room compressor repairs at Mandurah Bowling Club.**
    - To be funded from capital project Installation of Air Conditioning at Halls Head Parade Community and Sports Facility \$27,890\*
  - 4.3 Increase in capital expenditure of \$30,000\* for South Mandurah Football Club Changeroom capital project.**
    - To be funded from the Restart Mandurah - Other \$30,000\*
  - 4.4 Increase in capital expenditure of \$1,598\* for MARC Improvement to Car Park Area.**
    - To be funded from capital project Calypso Reserve - Drinking Fountain \$1,598\*
  - 4.5 Increase in capital expenditure of \$4,776\* for TM Discretionary Traffic Mgmt.**
    - To be funded from capital project TM Discretionary Traffic Management Program \$4,776\*
  - 4.6 Increase in capital expenditure of \$2,901\* for DR Orion Rd Park Stage 2.**
    - To be funded from capital project Pinjarra Road East - Median Stage 3 \$2,901\*
  - 4.7 Reallocate \$350,000\* to be transferred into the Unspent Grants & Contributions Reserve for the 2021/22 business grants incentive scheme.**
    - To be funded from a decrease in capital expenditure project Restart Mandurah – Other. Which is the balance of the funds available for the Restart Mandurah Program.

**\*ABSOLUTE MAJORITY REQUIRED\***



# Monthly Financial Report

## September 2020





# City of Mandurah

## September 2020

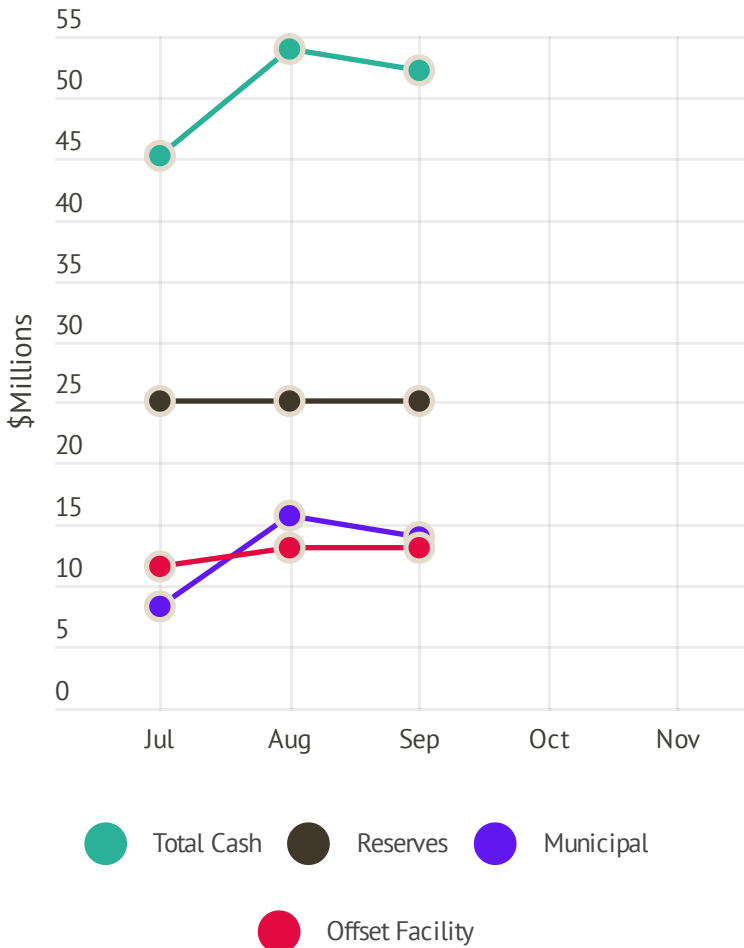
# \$735,915

Estimated Deficit at 30 June 2021 with  
proposed budget amendments

# \$77.4 million

Year to Date Actual Surplus

## Investments



## Loans

- Actual Principal Outstanding \$24.91M
- Actual Principal Repayments Made \$1.32M
- Actual Interest Paid \$102K
- Actual New Loans Drawdown \$0M
- Amount of Interest Saved from Loan Offset Facility \$49.5K

## Rates Outstanding

- 28** Properties with >\$10K outstanding
- 230** Properties \$3K to \$10K outstanding
- 4** Properties commenced legal action in 20/21
- \$1.99M** Rates Exemptions

## Sundry Debtors Outstanding

- 119** current accounts due (\$989k)
- 246** accounts overdue i.e >30 days (\$555K)

## Budget Proposed Amendments

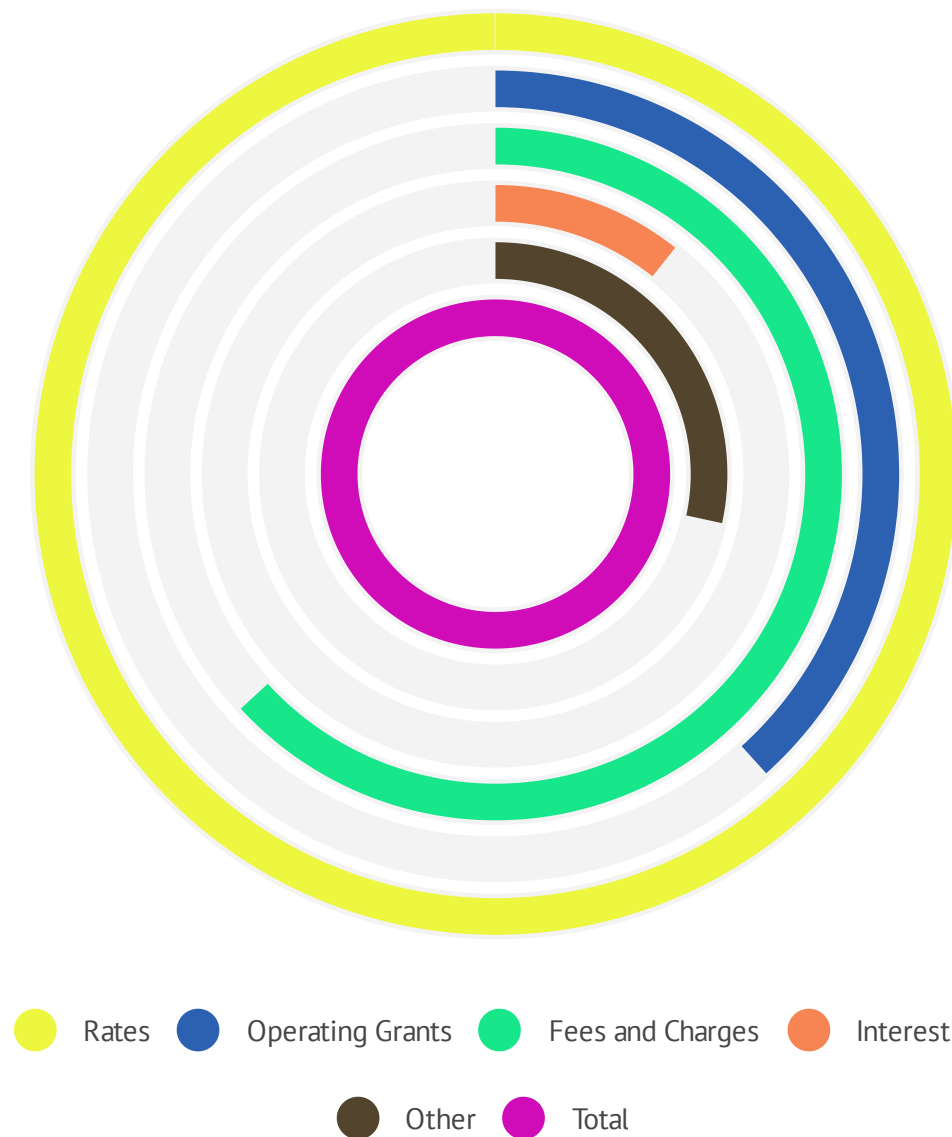
- Fridge repairs at Port Bouvard Surf Life Saving Club from Sports Club Maintenance Levy Reserve (\$1.7k)
- Cool room repairs at Mandurah Bowling Club from Halls Head Parade Community and Sports Facility (\$27.9K)
- SMFC Changeroom project from Restart Mandurah (\$30k)
- MARC Improvement to Car Park Area from Calypso Reserve (\$1.6k)
- TM Discretionary Traffic Management from TM Discretionary Traffic Management Program (\$4.8k)
- DR Orion Rd Park Stage 2 from Pinjarra Road East - Median Stage 3 (\$2.9k)

- 5** Tenders awarded during the month through CEO delegation
- 28%** Grants received for the 20/21 year

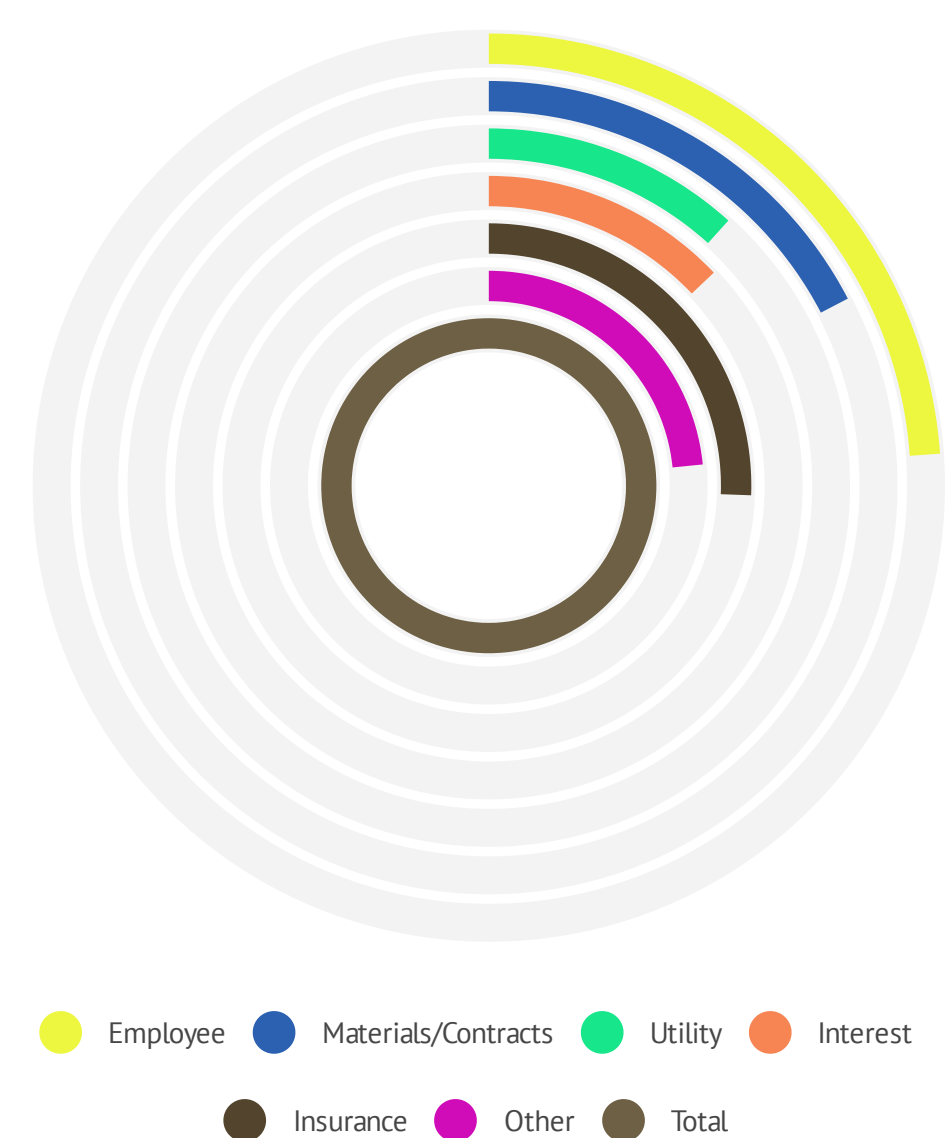
## Summary

- Actual Rates Raised \$80.17M
- Actual Rates Received \$24.74M (29.7% collected)
- Actual Operating Revenue \$97.75M
- Actual Capital Revenue \$3.41M
- Actual Operating Expenditure \$26.16M
- Actual Capital Expenditure \$4.05M
- Actual Proceeds from Sale of Assets \$1.08M

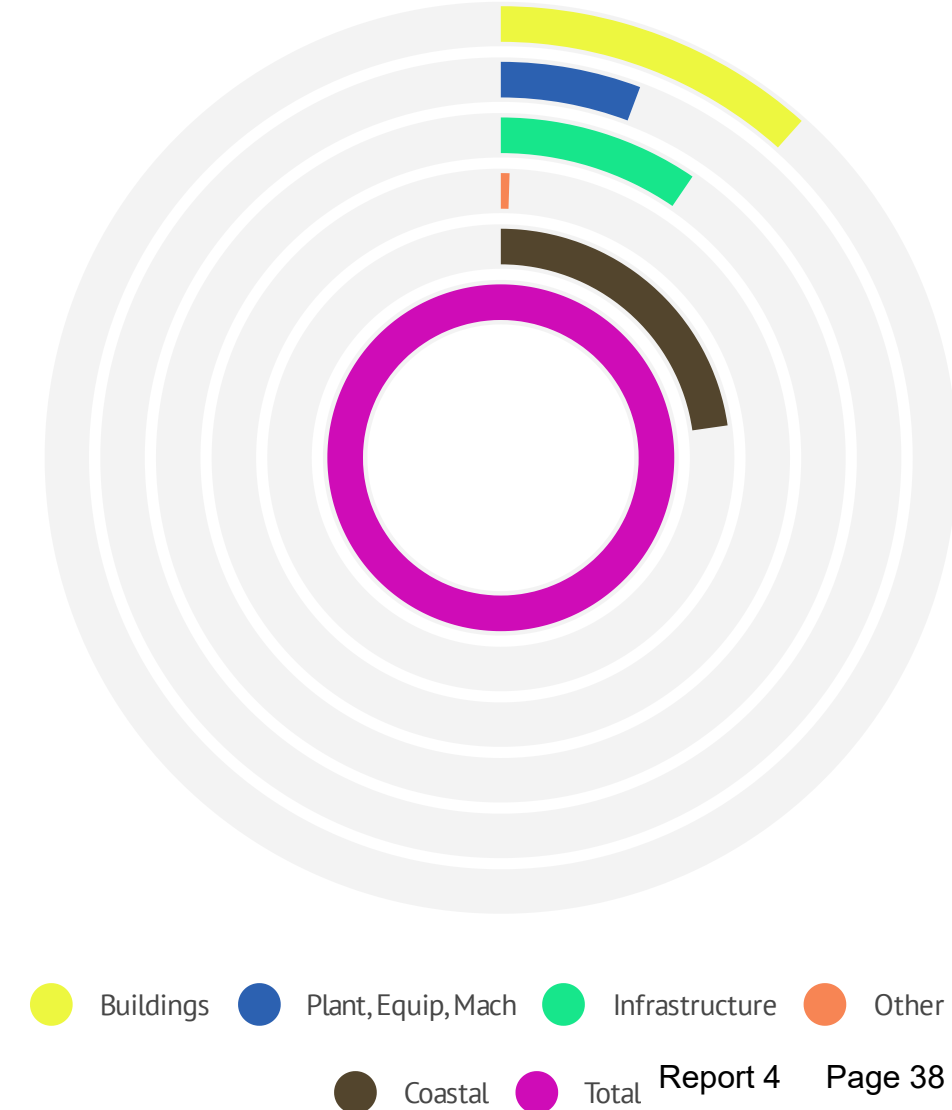
### Year to Date Revenue Actuals Compared to Current Budget



### Year to Date Expenditure Actuals Compared to Current Budget



### Year to Date Capital Actuals Compared to Current Budget



**CITY OF MANDURAH**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 September 2020**

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**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**STATUTORY REPORTING PROGRAMS**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus / (Deficit)</b>	1(c)	2,197,002	2,197,002	<b>1,199,877</b>			
<b>Revenue from operating activities</b>							
Governance		2,025	138	<b>(36)</b>	(174)	(126.09%)	▼
General Purpose Funding - Rates		80,192,181	79,792,181	<b>80,161,082</b>	368,901	0.46%	
General Purpose Funding - Other		3,320,549	489,021	<b>283,453</b>	(205,568)	(42.04%)	▼
Law, Order and Public Safety		1,033,710	175,704	<b>244,823</b>	69,119	39.34%	▲
Health		319,825	50,988	<b>174,959</b>	123,971	243.14%	▲
Education and Welfare		406,544	70,236	<b>125,531</b>	55,295	78.73%	▲
Community Amenities		14,585,709	12,147,722	<b>12,788,553</b>	640,831	5.28%	
Recreation and Culture		6,752,589	1,405,006	<b>1,631,234</b>	226,228	16.10%	▲
Transport		2,394,436	1,541,748	<b>1,633,448</b>	91,700	5.95%	
Economic Services		1,550,854	387,009	<b>555,658</b>	168,649	43.58%	▲
Other Property and Services		334,933	80,238	<b>155,881</b>	75,643	94.27%	▲
		<b>110,893,355</b>	<b>96,139,991</b>	<b>97,754,586</b>	1,614,595	1.68%	
<b>Expenditure from operating activities</b>							
Governance		(6,772,496)	(1,746,413)	<b>(1,780,282)</b>	(33,869)	(1.94%)	
General Purpose Funding		(2,151,554)	(558,509)	<b>(584,449)</b>	(25,940)	(4.64%)	
Law, Order and Public Safety		(4,382,640)	(1,126,231)	<b>(1,013,088)</b>	113,143	10.05%	▲
Health		(2,092,102)	(544,203)	<b>(600,414)</b>	(56,211)	(10.33%)	▼
Education and Welfare		(4,853,633)	(1,227,984)	<b>(1,020,159)</b>	207,825	16.92%	▲
Community Amenities		(18,850,409)	(4,773,901)	<b>(3,307,859)</b>	1,466,042	30.71%	▲
Recreation and Culture		(47,221,009)	(11,622,859)	<b>(8,260,826)</b>	3,362,033	28.93%	▲
Transport		(30,476,529)	(7,654,161)	<b>(5,182,619)</b>	2,471,542	32.29%	▲
Economic Services		(7,395,251)	(1,821,631)	<b>(1,414,261)</b>	407,370	22.36%	▲
Other Property and Services		(10,880,405)	(3,718,653)	<b>(3,000,751)</b>	717,902	19.31%	▲
		<b>(135,076,028)</b>	<b>(34,794,545)</b>	<b>(26,164,708)</b>	8,629,837	24.80%	
Non-cash amounts excluded from operating activities	1(a)	35,775,661	8,884,571	<b>5,780,223</b>	(3,104,348)	(34.94%)	▼
<b>Amount attributable to operating activities</b>		<b>11,592,988</b>	<b>70,230,017</b>	<b>77,370,101</b>	7,140,084	(10.17%)	
<b>Investing Activities</b>							
Non-operating grants, subsidies and contributions	9	12,162,222	1,916,610	<b>3,406,583</b>	1,489,973	77.74%	▲
Proceeds from disposal of assets	4	1,020,562	255,140	<b>1,077,564</b>	822,424	322.34%	▲
Purchase of property, plant and equipment	6	(45,321,948)	(11,989,546)	<b>(4,051,539)</b>	7,938,007	66.21%	▲
<b>Amount attributable to investing activities</b>		<b>(32,139,164)</b>	<b>(9,817,796)</b>	<b>432,608</b>	10,250,404	104.41%	
<b>Financing Activities</b>							
Proceeds from New Debentures	7	27,500,000	-	-	0	0.00%	
Unspent Loans		1,200,612	-	-	0	0.00%	
Payment of lease liability		(807,905)	(201,976)	<b>(266,817)</b>	(64,841)	32.10%	▼
Proceeds from community loans		100,000	25,000	<b>23,246</b>	(1,754)	(7.02%)	
Transfer from Reserves		18,963,804	-	-	0	0.00%	
Repayment of Debentures	7	(25,410,640)	(1,352,660)	<b>(1,320,771)</b>	31,889	2.36%	
Transfer to Reserves		(3,932,611)	-	-	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>17,613,260</b>	<b>(1,529,636)</b>	<b>(1,564,342)</b>	(34,706)	(2.27%)	
<b>Closing Funding Surplus / (Deficit)</b>	1(c)	<b>(735,915)</b>	<b>61,079,588</b>	<b>77,438,244</b>	16,358,656	26.78%	

**KEY INFORMATION**

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

Refer to Note 12 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 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 SEPTEMBER 2020**

**BY NATURE OR TYPE**

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-/(a)	Var.
		\$	\$	\$	\$	%	
<b>Opening Funding Surplus / (Deficit)</b>	1(c)	2,197,002	2,197,002	<b>1,199,877</b>			
<b>Revenue from operating activities</b>							
Rates		80,192,181	79,792,181	<b>80,161,082</b>	368,901	0.46%	
Operating grants, subsidies and contributions		3,778,982	709,782	<b>1,447,204</b>	737,422	103.89%	▲
Fees and charges		25,208,293	15,195,921	<b>15,918,285</b>	722,364	4.75%	
Interest earnings		1,460,000	364,854	<b>155,898</b>	(208,956)	(57.27%)	▼
Other revenue		235,500	58,854	<b>72,117</b>	13,263	22.54%	▲
Profit on disposal of assets		18,399	18,399	-	(18,399)	(100.00%)	▼
		<b>110,893,355</b>	<b>96,139,991</b>	<b>97,754,586</b>	1,614,595	1.68%	
<b>Expenditure from operating activities</b>							
Employee costs		(48,398,390)	(13,023,724)	<b>(11,552,673)</b>	1,471,051	11.30%	▲
Materials and contracts		(44,455,687)	(10,993,652)	<b>(7,711,093)</b>	3,282,559	29.86%	▲
Utility charges		(4,120,720)	(990,749)	<b>(481,780)</b>	508,969	51.37%	▲
Depreciation on non-current assets		(35,440,869)	(8,856,672)	<b>(5,906,812)</b>	2,949,860	33.31%	▲
Interest expenses		(1,234,093)	(308,397)	<b>(159,515)</b>	148,882	48.28%	▲
Insurance expenses		(870,578)	(217,542)	<b>(222,665)</b>	(5,123)	(2.35%)	
Other expenditure		(202,500)	(50,618)	<b>(130,170)</b>	(79,552)	(157.16%)	▼
Loss on disposal of assets		(353,191)	(353,191)	-	353,191	100.00%	▲
		<b>(135,076,028)</b>	<b>(34,794,545)</b>	<b>(26,164,708)</b>	8,629,837	24.80%	
Non-cash amounts excluded from operating activities	1(a)	35,775,661	8,884,571	<b>5,780,223</b>	(3,104,348)	(34.94%)	▼
<b>Amount attributable to operating activities</b>		<b>11,592,988</b>	<b>70,230,017</b>	<b>77,370,101</b>	7,140,084	(10.17%)	
<b>Investing activities</b>							
Non-operating grants, subsidies and contributions	9	12,162,222	1,916,610	<b>3,406,583</b>	1,489,973	77.74%	▲
Proceeds from disposal of assets	4	1,020,562	255,140	<b>1,077,564</b>	822,424	322.34%	▲
Payments for property, plant and equipment	6	(45,321,948)	(11,989,546)	<b>(4,051,539)</b>	7,938,007	66.21%	▲
<b>Amount attributable to investing activities</b>		<b>(32,139,164)</b>	<b>(9,817,796)</b>	<b>432,608</b>	10,250,404	104.41%	
<b>Financing Activities</b>							
Proceeds from new debentures	7	27,500,000	-	-	0	0.00%	
Unspent Loans Utilised		1,200,612	-	-	0	0.00%	
Payment of lease liability		(807,905)	(201,976)	<b>(266,817)</b>	(64,841)	(32.10%)	▼
Proceeds from community loans		100,000	25,000	<b>23,246</b>	(1,754)	(7.02%)	
Transfer from reserves		18,963,804	-	-	0	0.00%	
Repayment of debentures	7	(25,410,640)	(1,352,660)	<b>(1,320,771)</b>	31,889	2.36%	
Transfer to reserves		(3,932,611)	-	-	0	0.00%	
<b>Amount attributable to financing activities</b>		<b>17,613,260</b>	<b>(1,529,636)</b>	<b>(1,564,342)</b>	(34,706)	(2.27%)	
<b>Closing Funding Surplus / (Deficit)</b>	1(c)	<b>(735,915)</b>	<b>61,079,588</b>	<b>77,438,244</b>	16,358,656	26.78%	

**KEY INFORMATION**

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

Refer to Note 12 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)
<b>Non-cash items excluded from operating activities</b>		\$	\$	\$
<b>Adjustments to operating activities</b>				
Less: Profit on asset disposals		(18,399)	(1,533)	-
Movement in pensioner deferred rates (non-current)		-	-	(148,310)
Movement in employee benefit provisions (non-current)		-	-	21,721
Add: Loss on asset disposals		353,191	29,433	-
Add: Depreciation on assets		35,440,869	8,856,672	5,906,812
<b>Total non-cash items excluded from operating activities</b>		<b>35,775,661</b>	<b>8,884,571</b>	<b>5,780,223</b>

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

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

		Budget Closing 30 Jun 2020	Budget Closing 30 Jun 2021	Year to Date 30 Sep 2020
<b>Adjustments to net current assets</b>				
Less: Reserves - restricted cash		(34,557,228)	(20,116,870)	(39,194,077)
Less: Unspent loans		-	(431,591)	(1,531,765)
Less: Other receivables				(96,670)
Less: ESL debtors		185,905	-	(5,760,064)
Less: Prepaid Rates		(2,455,879)	(2,455,879)	-
Less: Clearing accounts				839,263
Add: Borrowings	7	5,410,639	7,499,999	3,508,486
Add: Other liabilities		7,437,433	3,081,188	-
Add: Lease liability		1,416,287	608,382	748,690
Add: Provisions - employee		4,944,527	5,041,426	5,103,667
Add: Loan Facility offset		-	-	13,000,000
<b>Total adjustments to net current assets</b>		<b>(17,618,316)</b>	<b>(6,773,345)</b>	<b>(23,382,470)</b>

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

<b>Current assets</b>				
Cash and cash equivalents	2	39,407,751	23,099,413	39,140,756
Rates receivables	3	4,019,116	3,519,116	58,622,200
Receivables	3	4,444,928	3,644,928	19,640,442
Other current assets		428,974	524,062	604,739
<b>Less: Current liabilities</b>				
Payables		(7,761,299)	(4,555,419)	(3,326,827)
Borrowings	7	(5,410,639)	(7,499,999)	(3,508,486)
Other current liabilities		(5,275,266)	(3,464,329)	(85,840)
Lease liabilities		(1,416,287)	(608,382)	(748,690)
Provisions		(8,621,960)	(8,621,960)	(9,517,580)
<b>Less: Total adjustments to net current assets</b>	1(b)	<b>(17,618,316)</b>	<b>(6,773,345)</b>	<b>(23,382,470)</b>
<b>Closing Funding Surplus / (Deficit)</b>		<b>2,197,002</b>	<b>(735,915)</b>	<b>77,438,244</b>

CURRENT AND NON-CURRENT CLASSIFICATION

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

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
<b>Cash on hand</b>								
Westpac Municipal Bank Account	7,458,017	Variable		Westpac	AA-	NA	NA	
	7,458,017							
<b>Municipal Investments</b>								
Muni 10 - 9652-46197	29,695	1.05%	309	ANZ	AA-	1/10/2019	1/10/2020	366
MNS 31 - 582058	6,102,703	0.75%	4,219	Westpac	AA-	31/08/2020	30/09/2020	30
MNS 60 - 582007	338,646	0.80%	248	Westpac	AA-	31/08/2020	30/09/2020	30
	6,471,045							
<b>Reserve Investments</b>								
Reserve 30 - 78-911-3263	3,043,982	0.70%	5,303	NAB	AA-	7/09/2020	7/12/2020	91
Reserve 31 - 78-920-6945	3,044,432	0.62%	4,647	NAB	AA-	24/09/2020	24/12/2020	91
Reserve 32 - 33713404	3,017,573	0.48%	3,607	Commonwealth	AA-	24/08/2020	23/11/2020	91
Reserve 33 - 93-656-8445	3,036,962	0.85%	6,422	NAB	AA-	2/07/2020	1/10/2020	91
Reserve 34 - 72-684-2987	3,040,367	0.65%	4,919	NAB	AA-	22/09/2020	22/12/2020	91
RNS 31 - 581565	6,822,692	0.75%	4,717	Westpac	AA-	31/08/2020	30/09/2020	30
RNS 60 - 581573	3,205,684	0.80%	2,348	Westpac	AA-	31/08/2020	30/09/2020	30
	25,211,694							
<b>Total</b>	<b>39,140,756</b>		<b>36,739</b>					

**Interest revenue**

Investment Interest Accrued	36,739
Investment Interest Matured	45,629
Rates Interest	73,530
	<b>155,898</b>

**Interest Earned**

**\$155,898**

**Total Municipal and Reserve Funds 39,140,756**

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
<b>Loan Offset Facility</b>				
Westpac	13,000,000	1.97%	20,875	49,549

**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 Municipal Cash	Unrestricted
<b>\$52.14 M</b>	<b>\$26.93 M</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

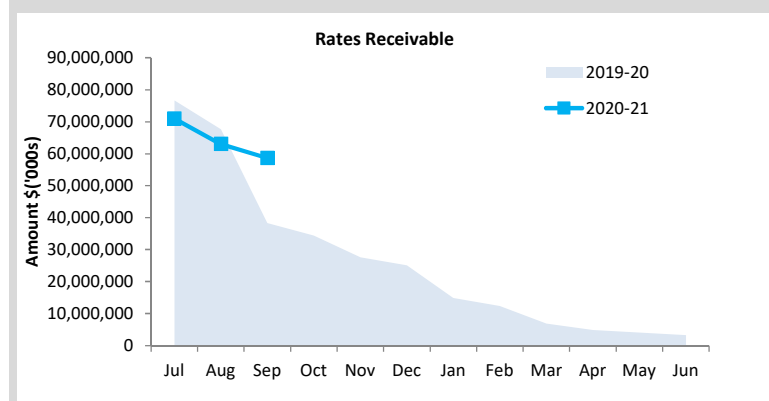
**OPERATING ACTIVITIES**  
**NOTE 3**  
**RECEIVABLES**

Rates Receivable	30-Jun-20	30-Sep-19	30 Sep 20
	\$		\$
Opening Arrears Previous Years	2,873,789	2,873,789	3,317,555
Rates levied	80,212,522	78,487,059	80,045,904
Less - Collections to date	(79,768,756)	(43,057,424)	(24,741,259)
Equals Current Outstanding	<b>3,317,555</b>	<b>38,303,424</b>	<b>58,622,200</b>
<b>Net Rates Collectable</b>	<b>3,317,555</b>	<b>38,303,424</b>	<b>58,622,200</b>
% Collected	96%	52.9%	29.7%
No. of Legal Proceedings Commenced for the 2020/21 year			4
No. of properties > \$10,000 outstanding			28
No. of properties between \$3,000 and \$10,000 outstanding			230
Value of Rates Concession			73,427
Value of Rates Exemptions			1,988,179

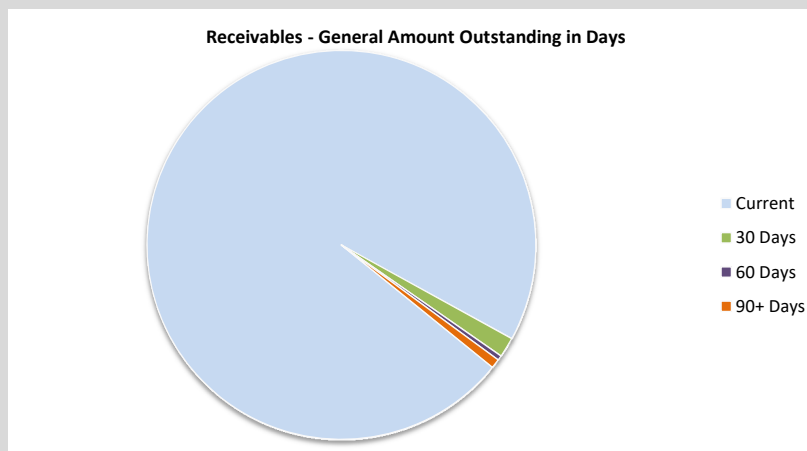
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
<b>Balance per Trial Balance</b>						
Sundry receivable		688,624	294,208	78,935	149,630	1,211,397
Recreation Centres		125,254				125,254
Mandurah Ocean Marina		142,529	31,915			174,444
GST receivable		171,387				171,387
Allowance for impairment of receivables		(139,014)				(139,014)
Infringements		1,006,201				1,006,201
Pensioners rates and ESL deferred		5,194,039				5,194,039
Other Receivables		11,896,735				11,896,735
<b>Total Receivables General Outstanding</b>		<b>19,085,754</b>	<b>326,123</b>	<b>78,935</b>	<b>149,630</b>	<b>19,640,442</b>
Percentage		97.2%	1.7%	0.4%	0.8%	

**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.



Collected	Rates Due
<b>29.7%</b>	<b>\$58,622,200</b>



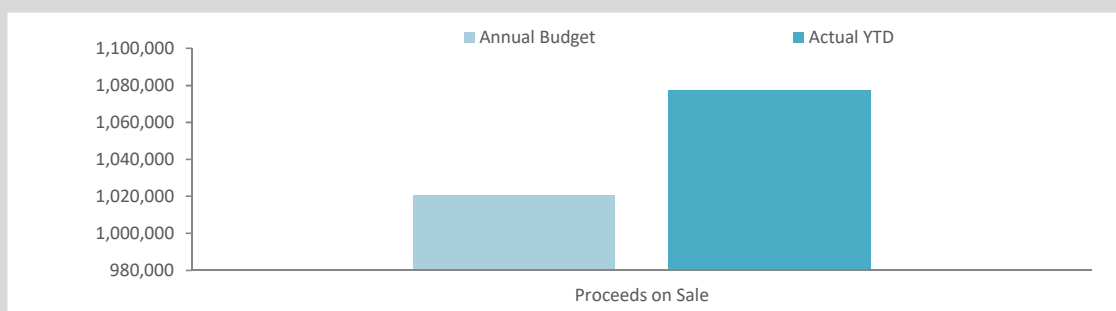
<b>Debtors Due</b>
<b>\$19,640,442</b>
<b>Over 30 Days</b>
<b>3%</b>
<b>Over 90 Days</b>
<b>1%</b>

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
	Sale of Land - Shearwater L102, L105, L109	0	725,253
<b><u>Light Passenger Vehicles - Replacement</u></b>			
MAZDA CX-5 - C00316	SUSTAINABLE DEVELOPMENT	15,502	
MITSUBISHI OUTLANDER - C00816	WORKS AND SERVICES	13,669	
MITSUBISHI OUTLANDER - C01016	SUSTAINABLE DEVELOPMENT	11,419	
TOYOTA PRADO - C01117	MAYORS OFFICE	24,367	
MITSUBISHI OUTLANDER - C02217	WORKS AND SERVICES	11,574	
MAZDA CX-5 - C02817	SUSTAINABLE DEVELOPMENT	13,467	
VOLKSWAGEN GOLF - C03717	WORKS AND SERVICES	11,924	13,464
MAZDA CX-5 - C03917	WORKS AND SERVICES	15,975	
MAZDA CX-5 - C04016	WORKS AND SERVICES	16,150	
MITSUBISHI OUTLANDER - C04217	PEOPLE AND COMMUNITIES	11,815	
FORD MONDEO - C04516	SUSTAINABLE DEVELOPMENT	15,917	14,600
MAZDA CX-5 - C04617	SUSTAINABLE DEVELOPMENT	16,460	
TOYOTA RAV4 - C04916	SUSTAINABLE DEVELOPMENT	14,438	
TOYOTA RAV4 - C05117	SUSTAINABLE DEVELOPMENT	14,002	
MAZDA CX-5 - C05216	PEOPLE AND COMMUNITIES	15,502	
MAZDA CX-5 - C05317	SUSTAINABLE DEVELOPMENT	16,460	
MAZDA CX-5 - C05517	STRATEGY AND BUSINESS PERFORMANCE	16,460	
HOLDEN TRAILBLAZER - C06716	WORKS AND SERVICES	19,159	28,009
VW Golf - C072	WORKS AND SERVICES	9,939	
MAZDA CX-5 - C07317	WORKS AND SERVICES	16,460	
HYUNDAI I30 - C07718	WORKS AND SERVICES	8,662	14,145
<b><u>Light Commercial Vehicles - Replacement</u></b>			
FORD RANGER - U00116	PARKS-SOUTHERN	18,762	
MITSUBISHI TRITON - U00517	PARKS PROJECTS	13,650	
ISUZU D'MAX - U00916	PARKS ASSETS	15,169	
FORD RANGER - U01116	WASTE MANAGEMENT	19,283	
FORD RANGER - U01417	PARKS CENTRAL	18,915	
FORD RANGER - U01517	PARKS MAINTENANCE - RETIC	13,839	
FORD RANGER - U01617	PARKS MAINTENANCE - RETIC	18,450	
TOYOTA HIACE - U01716	PARKS MAINTENANCE - RETIC	16,157	
FORD RANGER - U01816	PARKS PROJECTS	19,630	
FORD RANGER - U02617	PARKS NORTHERN	16,100	
FORD RANGER - U03017	PARKS MAINTENANCE - RETIC	13,839	
HOLDEN COLORADO - U03317	RANGERS	16,822	
FORD RANGER - U03716	MARINA AND DEPOT	18,607	
FORD RANGER - U04116	HEALTH SERVICES	18,809	
FORD RANGER - U04417	PARKS CENTRAL	14,715	
TOYOTA HIACE - U04617	PARKS MAINTENANCE - RETIC	16,588	
FORD RANGER - U05517	PARKS MAINTENANCE - RETIC	15,760	
FORD RANGER - U05617	LANDSCAPING SERVICES	15,544	
FORD RANGER - U06017	WORKS CONSTRUCTION	19,430	
HOLDEN COLORADO - U06118	SURVEYING SERVICES	17,356	
FORD RANGER - U06217	RECREATION SERVICES COORDINATOR	16,100	
FORD RANGER - U06317	CIVIL MAINTENANCE	19,720	
FORD RANGER - U06417	PARKS-SOUTHERN	16,315	
FORD RANGER - U06517	PARKS ASSETS	18,408	
FORD RANGER - U06617	EMERGENCY MANAGEMENT SDBFB	19,720	
<b><u>Trucks &amp; Buses Replacements</u></b>			
TOYOTA HIACE 12 SEAT BUS - T028	EMERGENCY MANAGEMENT	23,876	
<b><u>Trailers</u></b>			
FLAT TOP 1500KG - P016	WORKS CONSTRUCTION	700	
MOWING 4500KG - V003	PARKS-SOUTHERN	3,040	
MOWING 4500KG - V004	PARKS NORTHERN	3,040	
MOWING 4500KG - V005	PARKS-SOUTHERN	3,040	
BOXTOP 2000KG - V022	WORKS CONSTRUCTION	700	
BOXTOP 2000KG - V025	CIVIL CONSTRUCTION(DRAINAGE)	700	
BOXTOP 1500KG - V026	CITYBUILD	750	
3T TANDEM TIPPER - V033	CIVIL MAINTENANCE	1,660	
2T TANDEM TIPPER - V034	CIVIL CONSTRUCTION (DRAINAGE)	1,330	
LUGGAGE TRAILER SINGLE AXLE 2000KG - V040	PARKS ASSETS	1,090	
WASTECH SEMI TRAILER - V050		35,327	
WASTECH SEMI TRAILER - V051		35,327	
WASTECH CONVERTED DOLLY TRAILER - V052		1,466	



		Budget	YTD Actual
Asset	Asset Description	Proceeds	Proceeds
<b><u>Parks &amp; Mowers</u></b>			
TORO REELMASTER 7000D - M02517	PARKS ASSETS	18,252	
KUBOTA OFD 72 INCH - CAB+TRAILER - M01516	PARKS ASSETS	7,500	
KUBOTA ZERO TURN 72 INCH - M01916	PARKS SOUTH	6,000	
KUBOTA OFD 72 INCH - M03416	PARKS NORTH	7,500	
TURF CUTTER - P302	PARKS SOUTH	1,000	
<b><u>Miscellaneous Equipment &gt;\$1500</u></b>			
ROBIN TRASH PUMP - S107	CIVIL CONSTRUCTION (DRAINAGE)	890	
EARLEX ELECTRIC SPRAY UNIT - P021	CITYBUILD	640	
VERTI MOWER - M008	PARKS ASSETS	400	
<b><u>Construction Vehicles - Replacement</u></b>			
KOMATSU WA250PZ-6 WHEEL LOADER - G006	WORKS CONSTRUCTION	79,405	
BOMAG BW24R MULTI TYRE ROLLER - R002	WORKS CONSTRUCTION	45,900	
<b><u>Plant Disposed from 2019/20 budget</u></b>			
FORD RANGER - U043	WORKS CONSTRUCTION	0	15,509
FORD RANGER - U05216	PARKS ASSETS	0	24,600
FORD RANGER - U0516	PARKS CENTRAL	0	23,918
DEUTSCHER H660-11 ROTARY MOWER - AM100	PARKS ASSETS	0	667
HYUNDAI I30 HATCH - C00116	MARINA AND DEPOT	0	12,782
MITSUBISHI OUTLANDER - C02316	ASSET MANAGEMENT	0	17,782
HOLDEN COLORADO - U03216	RANGERS	0	21,418
ROADSWEEPER - T051	CIVIL MAINTENANCE	0	65,613
TRALIER SINGLE AXLE - V01716	PARKS CENTRAL	0	2,312
FORD RANGER - U05916	PARKS ASSETS	0	20,282
FORD RANGER - U00316	HEALTH SERVICES	0	29,145
FORD RANGER - U05316	PARKS ASSETS	0	25,509
HOLDEN COLORADO - U069	SUSTAINABLE DEVELOPMENT	0	22,555
		1,020,562	1,077,564

#### KEY INFORMATION



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 5  
TENDERS AWARDED FOR THE MONTH**

CEO delegation – accepted tenders during the month  
Delegation over \$250,000

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
				\$
T16-2020	Waterfront Project — Estuary Pool Seawall	D.B. Cunningham Pty Ltd t/as Advanteering Civil Engineers	34 weeks	1,269,609
T12-2020	Supply, Installation and Commission of Sports Ground Lighting at Lakelands	Stiles Electrical & Communication Services Pty Ltd	18 weeks	1,393,640
T17-2020	Waterfront Project - Western Foreshore Public Toilet Construction	Hoskins Investments Pty Ltd ATF M R Hoskins Family Trust TA AE Hoskins Building Services	19 weeks	244,382
T18-2020	Waterfront Project - Precast Walls for Smart Street Mall	Neo Civil Pty Ltd	16 weeks	254,230
T22-2020	Supply and Delivery of Irrigation Pipes, Subsidiary Fittings and Sprinklers.	Total Eden Pty Ltd	2 years with an option to extend for a further 2 years	674,890

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

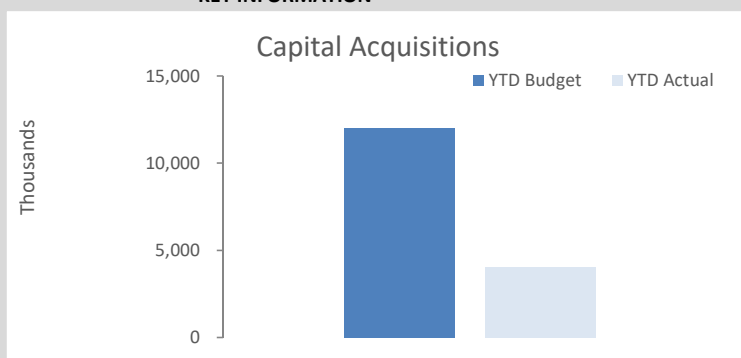
**INVESTING ACTIVITIES  
NOTE 6  
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,271,990	3,066,454	770,917	355,652	(415,265)
Equipment	336,820	336,820	56,431	44,704	(11,727)
Machinery	3,506,697	3,506,697	794,332	175,384	(618,948)
Infrastructure - Roads	10,964,511	12,193,059	4,080,724	1,524,972	(2,555,752)
Bridges	400,000	750,000	87,465	0	(87,465)
Parks	19,901,580	21,110,352	5,418,967	1,710,408	(3,708,559)
Drainage	1,118,523	1,104,700	358,292	113,338	(244,954)
Coastal & Estuary	422,601	499,600	203,152	113,589	(89,563)
Other Infrastructure	3,143,492	2,754,266	219,266	13,492	(205,774)
<b>Capital Expenditure Totals</b>	<b>43,066,214</b>	<b>45,321,948</b>	<b>11,989,546</b>	<b>4,051,539</b>	<b>(7,938,007)</b>
<b>Capital Acquisitions Funded By:</b>					
	\$		\$	\$	\$
City of Mandurah Contribution	8,553,048	8,829,336	10,009,151	292,645	(9,716,506)
Capital grants and contributions	11,279,174	12,162,222	1,916,610	3,406,583	1,489,973
Borrowings	7,931,591	8,700,611		0	0
Other (Disposals & C/Fwd)	1,020,562	1,020,562	63,785	352,311	288,525
Cash Backed Reserves					
Building Reserve	2,161,990	2,069,292		0	0
Asset Management Reserve	1,404,778	1,348,816		0	0
Property Acquisition Reserve	1,830,000	1,480,000		0	0
Sustainability Reserve	229,180	229,180		0	0
Sanitation Reserve	756,471	756,471		0	0
Traffic Bridge Reserve	400,000	400,000		0	0
Waterways Reserve	40,990	40,990		0	0
Unspent Grants & Contributions Reserve	5,258,590	6,084,628		0	0
City Centre Land Acquisition Reserve	2,000,000	2,000,000		0	0
Plant Reserve	199,841	199,841		0	0
<b>Capital Funding Total</b>	<b>43,066,214</b>	<b>45,321,948</b>	<b>11,989,546</b>	<b>4,051,539</b>	<b>(7,938,007)</b>

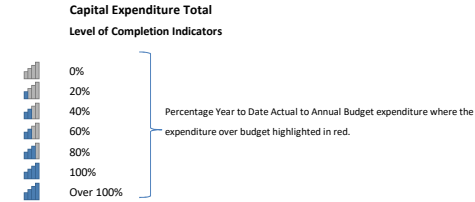
**SIGNIFICANT ACCOUNTING POLICIES**

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

**KEY INFORMATION**



































































Acquisitions	Annual Budget	YTD Actual	% Spent
	<b>\$45.32 M</b>	<b>\$4.05 M</b>	<b>9%</b>
Capital Grant	Annual Budget	YTD Actual	% Received
	<b>\$12.16 M</b>	<b>\$3.41 M</b>	<b>28%</b>



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							
1632.750588.	Owen Avenue Ablution	298,889	298,889	18,888	168	298,721	Construction to commence Q3.
1632.750619.	Community Sport and Recreation Facility Fund Program - Small Grants	160,119	54,556	0	0	54,556	Funding allocated to Peel Hockey Assoc Floodlighting \$95,443 and Sth Mh Tennis Club Resurfacing \$10,120.
1632.750620.	Solar Plan	64,048	64,048	0	0	64,048	Construction to commence Q4.
1632.750621.	Milgar St Reserve Water Service Replacement	21,350	21,350	21,351	0	21,350	Construction to commence Q2.
1632.750622.	Installation of Air Conditioning at Halls Head Parade Community and Sports Facility	48,035	48,035	0	0	48,035	Construction to commence Q2.
1632.750623.	Administration Building - Foyer Security	80,059	80,059	0	0	80,059	Working with architect on design.
1632.750624.	Seniors Centre Heating Cooling System Upgrade	48,035	48,035	48,036	0	48,035	Construction to commence Q2.
1632.750625.	Mandurah Community Museum Roof Replacement.	160,119	160,119	0	0	160,119	Construction to commence Q3.
1632.750626.	Site Main Switchboard Program	53,373	18,373	0	0	18,373	Construction to commence Q4.
1632.750627.	Administration Centre External Painting Project	84,329	84,329	0	0	84,329	Construction to commence Q3.
1632.750628.	Civic Building-Mayors Office Reconfiguration	53,373	53,373	0	3,873	49,500	Construction to commence Q2.
1632.750629.	Health & Safety Improvements at Pottery Place	16,011	16,011	0	0	16,011	Construction to commence Q2.
1632.750630.	Mandurah Ocean Marina Chalets - External Refurbishment	160,119	160,119	0	0	160,119	Construction to commence Q3.
1632.750631.	Mandurah Bowling & Recreation Club - Bar Repairs	21,350	21,350	0	0	21,350	Structural assessment being undertaken.
1632.750632.	Falcon Pavilion Re Roofing Project	77,924	77,924	0	0	77,924	Construction to commence Q3.
1632.750633.	Stage 2 of Upgrades to Peelwood Reserve Changerooms	106,746	106,746	0	0	106,746	Construction to commence Q4.
1632.750634.	MARC - Hardstands for Pool Blankets	10,674	10,674	0	0	10,674	Construction to commence Q2.
1632.750635.	MARC - Aquatic Plant Rooms Automatic Pool Acid Feed System	5,337	5,337	0	0	5,337	Construction to commence Q2.
1632.750636.	WMC - Upgrade Alarm System	30,000	30,000	30,000	0	30,000	Construction to commence Q2.
1632.750567.	South Mandurah Football Club Changeroom Project	106,746	106,746	0	0	106,746	Construction to commence Q2.
1632.750638.	Ablution Bortolo Reserve	213,492	213,492	0	0	213,492	Construction to commence Q3.
1632.750579.	Mh Mustangs FC - Facility Development	176,131	176,131	0	0	176,131	Construction to commence Q3.
1632.750580.	Peelwood Res - Changeroom Upgrade	21,350	21,350	0	0	21,350	Construction to commence Q4.
1632.750510.	CASM Ablution Upgrade	47,020	47,020	47,021	77	46,943	Completed.
1632.750589.	Admin Building First Floor Carpet	38,535	38,535	0	0	38,535	Out to quote.
1632.750516.	Change Rooms Upgrade Program	213,487	213,487	213,488	38,555	174,932	Construction 65% complete for Falcon Pavilion changeroom upgrade.
1632.750454.	MARC/Waste Transfer Station - Solar Plan Phase 5	309,414	159,411	159,412	168,658	(9,247)	Construction complete. Finances to be finalised. Budget Variation for overspend to be processed in due course, as savings are identified in completed CityBuild projects.
1632.750609.	Site Main Switchboards	89,133	95,133	0	0	95,133	Construction to commence Q4.
1632.750603.	Southern Ops Transportable Meeting Room	79,832	79,832	39,117	14,875	64,957	Construction to commence Q2.
1632.750591.	Civic Chamber Meeting Rooms	64,403	16,510	16,509	12,076	4,434	Completed.
1632.750532.	Civic Building - Tuckey Room	121,177	91,705	91,704	114,551	(22,846)	Construction complete. Scope increased as per request for further works and inclusion of landscaping. Budget Variation for overspend to be processed in due course, as savings are identified in completed CityBuild projects.
1632.750584.	Peel Community Kitchen	247,200	248,200	0	2,818	245,382	Construction to commence Q2.
1632.750586.	MARC LED & Lighting Control	44,180	59,012	59,012	0	59,012	Construction to commence Q2.
1632.750639.	Peel Hockey Association - Floodlighting	0	95,443	23,850	0	95,443	Construction to commence Q3.
1632.750640.	South Mnd Tennis Club - Resurfacing	0	10,120	2,529	0	10,120	Construction to commence Q2.
1632.750641.	Reading Cinema Complex FIP	0	35,000	0	0	35,000	Construction to commence Q2.
Bridges							
1634.880001.	Old Mandurah Bridge	400,000	400,000	0	0	400,000	Construction to commence Q2.
1634.880012.	Lakelands-Madora Bay Pedestrian Bridge	0	350,000	87,465	0	350,000	Construction to commence Q2.
Parks							
1635.700439.	Enclosed Dog Park	213,492	213,492	0	19,862	193,630	Construction to commence Q3.
1635.700440.	Major Public Artworks	125,000	125,000	31,239	0	125,000	Ongoing Program 2020/21.
1635.700441.	Bortolo Reserve - Shade Sail	33,926	33,926	0	0	33,926	Construction to commence Q3.
1635.700471.	Hermitage Park - Shade Sail	45,234	45,234	0	0	45,234	Construction to commence Q3.
1635.700472.	Country Club Drive - Shade Sail	33,926	33,926	0	0	33,926	Construction to commence Q3.
1635.700442.	Shade Sail Renewal Program	56,544	56,544	0	6,544	50,000	Ongoing Program 2020/21 to commence in Q2.
1635.700443.	Falcon Bay Upgrade - Stage 4 of 5	339,261	339,261	0	67,395	271,866	Construction to commence Q2.

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
	1635.700444. Novara Foreshore Stage 4	452,348	452,348	0	1,186	451,162	Construction to commence Q3.
	1635.700445. Wittenoom Reserve - Drinking Fountain	9,047	0	0	0	0	Construction to commence Q2.
	1635.700466. Calypso Reserve - Drinking Fountain	9,047	19,790	0	0	19,790	Construction to commence Q2. Budget Variation for \$1,598 to be allocated to MARC Improvement to Car Park Area overspend.
	1635.700467. Halls Head Foreshore - Drinking Fountain	9,047	17,529	0	0	17,529	Construction to commence Q2.
	1635.700468. Lord Hobart Reserve - Drinking Fountain	16,963	19,225	0	0	19,225	Construction to commence Q2.
	1635.700469. Mogum Reserve - Drinking Fountain	12,440	0	0	0	0	Construction to commence Q2.
	1635.700446. BBQ Caterpillar Park	26,687	26,687	0	0	26,687	Construction to commence Q2.
	1635.700470. BBQ Templetonia Reserve, Coodanup	26,687	26,687	0	0	26,687	Construction to commence Q2.
	1635.700447. Rakoa Reserve and Bridgewater South Replace Fencing	33,926	33,926	0	0	33,926	Construction to commence Q4.
	1635.700448. Melaleuca Tce - Replace broken pine fencing	67,852	67,852	0	0	67,852	Construction to commence Q4.
	1635.700449. Pump Station Replacement of Pumps	46,599	46,599	11,646	0	46,599	Ongoing Program 2020/21 to commence in Q2.
	1635.700450. San Remo deck modifications	11,308	11,308	0	1,808	9,500	Construction to commence Q2.
	1635.700451. Halls Cottage Fencing	53,373	53,373	0	0	53,373	Construction to commence Q4.
	1635.700452. Seascape Village Precinct - Shade Structure Refurbishment	32,024	32,024	0	940	31,084	Construction to commence Q2.
	1635.700453. Falcon Reserve Activation Plan - Stage 2	226,173	226,173	0	33,712	192,461	Construction to commence Q2.
	1635.700454. Cemetery - Upgrade of lakes	96,125	96,125	0	0	96,125	Construction to commence Q4.
	1635.700455. Lakes Cemetery Fencing - renewal	35,058	35,058	35,060	0	35,058	Construction to commence Q2.
	1635.700456. Old Coast Road/Wilderness Drive - Playground Renewal	31,665	63,330	0	0	63,330	Construction to commence Q3.
	1635.700457. BMX Track Renewal Program	56,544	56,544	0	0	56,544	Construction to commence Q3.
	1635.700458. Yalgor Heights Reserve - Playground Renewal	31,665	0	0	0	0	Project has been deferred and budget reallocated to Old Coast Road/Wilderness Drive - Playground Renewal.
	1635.700459. War Memorial - Redesign and replace reticulation	22,618	22,618	0	0	22,618	Construction to commence Q2.
	1635.700438. Riverside Gardens Boardwalk	22,416	22,416	0	0	22,416	Construction to commence Q3.
	1635.700460. Westbury Way Reserve Revegetation Plan (Offset) Capital	21,486	21,486	0	0	21,486	Construction to commence Q4.
	1635.700461. Hexham Wetland Fencing	20,340	20,340	20,340	20,852	(512)	Completed.
	1635.700462. Madora Bay Beach	113,087	113,087	0	0	113,087	Construction to commence Q4.
	1635.700463. Madora Bay Shade Shelters	67,852	67,852	0	162	67,690	Construction to commence Q3.
	1635.700464. Shade Sails Over Playgrounds	226,173	226,173	0	6,097	220,076	Construction to commence Q3.
	1635.700465. Dawesville Channel SE Foreshore Upgrade	226,173	226,173	0	0	226,173	Construction to commence Q3.
	1635.700395. Falcon Reserve Activation Plan	209,035	203,365	99,650	139,601	63,764	Construction 75% complete.
	1635.700399. Lakelands Community Garden	30,000	30,000	0	0	30,000	Construction to commence Q3.
	1635.700406. Pebble Beach Boulevard Res 46649	156,945	156,945	76,904	18,949	137,996	Construction 25% complete.
	1635.700403. Grahame Heal Reserve	67,177	36,882	0	28,972	7,910	Construction 50% complete.
	1635.700422. Louis Dawe Park	46,212	51,218	51,217	51,280	(62)	Construction complete. Finances to be finalised.
	1635.700377. MARC improvement to car park area	10,000	10,820	10,821	12,418	(1,598)	Construction 95% complete. Budget Variation for overspend of \$1,598 to be funded from Calypso Reserve - Drinking Fountain.
	1635.700396. Falcon Skate Park Upgrade	160,000	161,791	161,791	133,226	28,565	Construction complete. Finances to be finalised.
	1635.700421. Eastern Foreshore Softfall Renewal	0	9,091	9,091	9,091	0	Completed.
	1635.700423. Mogum Reserve Softfall Renewal	0	23,400	23,400	23,400	0	Completed.
	1635.700430. Kerosene Tank Bunding	0	6,071	6,071	6,451	(380)	Completed.
	1635.700413. Duverney Park Picnic Facilities	0	40,000	40,000	13,120	26,880	Construction complete. Finances to be finalised.
	1635.700473. Templetonia Reserve	0	5,000	5,000	0	5,000	Construction complete. Finances to be finalised.
Roads							
	1636.501036. RS Aldgate Street	97,535	97,535	97,535	0	97,535	Project being deferred until 2021/22 due to Black Spot Funding application. Budget to be reallocated to other resurfacing projects within the Roads Renewal - Reseal Program in due course.
	1636.501066. RS Castlewood Place	17,340	17,340	0	0	17,340	Construction to commence Q3.
	1636.501067. RS Mississippi Drive Stage 2	232,999	232,999	0	0	232,999	Construction to commence Q3.
	1636.501068. RS Oakmont Avenue Cool Seal	97,535	97,535	0	0	97,535	Construction to commence Q4.
	1636.501069. RS Oakmont Avenue	86,697	86,697	86,697	0	86,697	Construction has been rescheduled to Q3 to align with extensive school holiday break.
	1636.501070. RS Perie Banou Close	92,116	92,116	0	0	92,116	Construction to commence Q2.
	1636.501071. RS Sedgemere Terrace	24,925	24,925	0	0	24,925	Construction to commence Q3.
	1636.501072. RS Valley Road	27,093	27,093	0	0	27,093	Construction to commence Q2.
	1636.501073. RS Valley Road	70,442	70,442	0	0	70,442	Construction to commence Q2.
	1636.501074. Donnelly Gardens	205,906	205,906	0	0	205,906	Construction to commence Q2.
	1636.501075. Westbourn Pass	28,177	28,177	0	0	28,177	Construction to commence Q3.
	1636.501026. Bortolo Reserve - Shared Use Parking and Fire Track Facility	417,233	417,233	417,233	770	416,463	Construction commenced ahead of schedule in Q1.
	1636.501027. RR Pinjarra Road Stage 1	812,789	1,625,578	0	125,810	1,499,768	Construction to commence Q3.
	1636.501028. RR Peel Street	812,789	812,789	812,788	70,556	742,233	Construction 5% complete.
	1636.501029. RR Pinjarra Road Stage 2	812,789	0	0	0	0	Budget reallocated to RR Pinjarra Road Stage 1.
	1636.501030. RR Leslie Street	812,789	812,789	398,266	0	812,789	Construction to commence Q2.
	1636.501031. RR Catalina Dr/Badgerup Ave Roundabout	596,045	596,045	0	0	596,045	Construction to commence Q3.
	1636.501032. RR Thera St Stage 2	184,233	184,233	184,233	146,904	37,329	Construction 80% complete.
	1636.501033. RR Old Coast Road/Albany Drive	140,883	140,883	0	0	140,883	Construction to commence Q2.
	1636.501034. RR Old Coast Rd - Cossack Way to Shoshone View	270,930	270,930	0	0	270,930	Construction to commence Q4.
	1636.501035. CP Halls Head Parade - Roberts Point	88,865	88,865	88,864	30,478	58,387	Construction 75% complete.
	1636.501025. SP Halls Head Parade PSP	21,674	21,674	0	0	21,674	Design to commence Q4.
	1636.501055. SP Casuarina Drive	16,256	16,256	0	0	16,256	Construction to commence Q3.
	1636.501056. SP Eldora Crescent	54,186	54,186	54,187	29,408	24,778	Construction 95% complete.



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
	1636.501057.	SP First Avenue	34,679	34,679	0	0	34,679	To be combined with SP Lanyon Street to improve project efficiencies within the Shared Paths Program.
	1636.501058.	SP Lanyon Street	70,442	70,442	0	7,545	62,897	Construction to commence Q2.
	1636.501059.	SP Melita Street	45,516	45,516	45,518	34,780	10,736	Construction 95% complete.
	1636.501060.	SP Murdoch Drive	91,032	91,032	0	0	91,032	Construction to commence Q2.
	1636.501061.	SP Pinjarra Road	81,279	81,279	0	0	81,279	Construction to commence Q4.
	1636.501062.	SP Pinjarra Road Park	72,609	72,609	0	5,609	67,000	Construction has been rescheduled to Q2 due to design and public interface resolution.
	1636.501063.	SP Wanjeep Street	102,953	102,953	0	0	102,953	Construction to commence Q4.
	1636.501064.	Mulberry Close PAW	26,009	26,009	0	2,185	23,825	Construction to commence Q3.
	1636.501065.	Missing Links	33,595	33,595	0	348	33,247	Ongoing program 2020/21 to commence in Q2.
	1636.501037.	SP Cox Bay Footpath Renewal	117,041	117,041	117,042	99,482	17,559	Construction is 95% complete.
	1636.501038.	SP Stingray Point Footpath Replacement	146,302	146,302	0	0	146,302	Construction to commence Q4.
	1636.501039.	SL Street Lighting New Program	162,558	162,558	40,623	18,615	143,943	Ongoing Program 2020/21.
	1636.501040.	SL Upgrade of the older lighting Poles on Peelwood Reserve Oval 2	53,373	53,373	0	0	53,373	Construction to commence Q3.
	1636.501041.	SL Rushton Sports Flood Lighting - Replacement	106,746	106,746	0	0	106,746	Determining most efficient and cost effective options for maximum project delivery. Additional funds may be required.
	1636.501042.	SL Light pole replacement	53,373	38,541	0	0	38,541	Construction to commence Q3.
	1636.501043.	SL Mandurah Marina canal light pole rectification	53,373	53,373	0	0	53,373	Construction to commence Q3.
	1636.501044.	SL Carpark Lighting Replacement Program	58,711	58,711	0	0	58,711	Construction to commence Q3.
	1636.501045.	SL Mandurah Scoop Lighting Replacement	18,147	18,147	0	0	18,147	Construction to commence Q2.
	1636.501046.	SL Parks and Reserves LED Program	80,059	80,059	0	0	80,059	Ongoing Program 2020/21.
	1636.501047.	Pinjarra Road East - Median Stage 3	33,926	27,426	27,428	16,860	10,566	Construction complete. Finances to be finalised. Budget Variation for \$2,901 to be allocated to DR Orion Rd Park Stage 2 overspend.
	1636.501048.	TM Discretionary Traffic Management Program	162,558	162,558	40,626	17,451	145,107	Ongoing Program 2020/21. Budget Variation for \$4,776 to be allocated to TM Discretionary Traffic Mgmt overspend.
	1636.501049.	TM Merlin St/Mistral St Roundabout	243,837	273,837	134,178	0	273,837	Construction to commence Q2.
	1636.501050.	Mandurah Road Median	169,631	169,631	0	0	169,631	Construction to commence Q3.
	1636.501051.	SF Street Furniture New Program	65,024	65,024	16,248	0	65,024	Ongoing Program 2020/21.
	1636.500950.	Smart Street Mall	2,000,000	2,351,939	587,751	243,612	2,108,327	Underground works due for completion end of October, followed directly by commencement of above ground works.
	1636.501052.	WMC Loading Area - Column Protection	35,000	35,000	0	0	35,000	Construction to commence Q2.
	1636.501053.	SL MARC Carpark Additional Lights	21,675	21,675	0	0	21,675	Construction to commence Q2.
	1636.501054.	Waste Transfer Station Road Construction	108,371	108,371	0	0	108,371	Construction to commence Q3.
	1636.500953.	Peel Street	250,000	495,287	495,286	421,877	73,410	Construction 95% complete.
	1636.500894.	Coodanup Drive	111,930	111,930	111,930	119,086	(7,156)	Construction complete. Finances to be finalised. Overspend is due to costs associated with TM Discretionary Traffic Mgmt being coded to this project. Relevant expenses totalling \$15,615 to be reallocated.
	1636.500963.	TM Discretionary Traffic Mgmt	46,628	40,881	40,879	45,657	(4,776)	Construction complete. Finances to be finalised. Budget Variation for overspend of \$4,776 to be funded from TM Discretionary Traffic Management Program.
	1636.500962.	RR Thera Street	80,000	158,206	158,203	71,117	87,089	Construction complete. Finances to be finalised.
	1636.501019.	WMC Recovery Facility Hardstand	205,907	205,907	0	0	205,907	Construction to commence Q2.
	1636.500990.	SP Cox Bay	0	22,672	22,672	16,824	5,848	Construction complete and financially complete.
	1636.501076.	Guava Way	0	351,000	87,714	0	351,000	Construction to commence Q4.
	1636.501077.	SP Harbord Avenue	0	59,331	14,823	0	59,331	Construction to commence Q3.
	1636.501078.	SP Sandforth Crescent	0	66,131	0	0	66,131	Construction to commence Q3.
	1636.501079.	Pallas Way - Troy Place PAW	0	13,531	0	0	13,531	Construction to commence Q3.
	1636.501080.	Boundary Road PAW	0	37,531	0	0	37,531	Construction to commence Q3.
Drainage								
	1637.600171.	DR Leighton Road/Halls Head Parade	27,093	60,093	60,096	2,753	57,340	Construction commenced 29/09/2020.
	1637.600172.	DR Rainbow Way Swale Reinstatement	81,278	48,278	48,279	0	48,278	Construction to commence Q2.
	1637.600173.	DR Koolinda Street	162,558	162,558	0	0	162,558	Construction to commence Q2.
	1637.600174.	DR Yeedong Road	108,371	108,371	0	0	108,371	Construction to commence Q2.
	1637.600175.	DR 294 Estuary Road	81,278	81,278	81,281	0	81,278	Construction to commence Q2.
	1637.600176.	DR Northport Boulevard	81,278	81,278	0	0	81,278	Construction to commence Q3.
	1637.600177.	DR Discretionary Drainage	92,116	92,116	23,022	10,130	81,986	Ongoing Program 2020/21.
	1637.600178.	DR Halls Head Parade - Roberts Point	73,693	73,693	73,695	40,004	33,689	Construction 95% complete.
	1637.600179.	DR Estuary View Road Flooding Stage 2	65,024	65,024	65,025	50,656	14,368	Construction 75% complete.
	1637.600180.	Bortolo Sump - Water Sensitive Urban Design	325,116	325,116	0	0	325,116	Construction to commence Q3.
	1637.600164.	DR Orion Rd Park Stage 2	20,719	6,895	6,894	9,796	(2,901)	Construction 75% complete. Budget Variation for overspend of \$2,901 to be funded from Pinjarra Road East - Median Stage 3.
Coastal & Estuary								
	1639.910106.	Keith Holmes Reserve POS Upgrade	97,307	97,307	97,308	27,818	69,489	Construction 35% complete.
	1639.910107.	Marina Pens WIFI	20,000	20,000	0	0	20,000	Construction to commence Q2.
	1639.910108.	South Harbour Paving Upgrade Stage 2	183,801	183,801	0	15,346	168,455	Construction 20% complete.
	1639.910109.	Cambria Island abutment walls repair	32,435	32,435	32,436	0	32,435	Waiting on Consultants Report.
	1639.910105.	Parkridge Boat Ramp	62,060	62,060	0	0	62,060	Grant application for RBFS Round 25 submitted. Notification of outcome in April 2021.
	1639.910095.	Avalon Foreshore	27,000	63,211	63,217	38,432	24,779	Construction 95% complete.
	1639.910102.	South Harbour Paving Replacement	0	40,786	10,191	31,992	8,794	Construction 90% complete.
Equipment								
	1640.820175.	MARC Pool Covers Program Pool	37,361	37,361	0	0	37,361	Construction to commence Q2.
	1640.820176.	Sign / sticker printer	37,930	37,930	37,930	33,481	4,449	Construction complete. Finances to be finalised.
	1640.820177.	MARC CCTV Aquatic Facilities	32,024	32,024	0	0	32,024	Construction to commence Q2.
	1640.820178.	CCTV Upgrade at Meadow Springs Sports Facility	21,350	21,350	0	0	21,350	Construction to commence Q2.
	1640.820179.	MARC Pool Covers Leisure Exercise Pool	24,552	24,552	0	0	24,552	Construction to commence Q2.

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
	1640.820180. Furniture & Equipment Renewal Program	55,508	55,508	18,501	0	55,508	Construction to commence Q1.
	1640.820174. MPAC Orchestra Lift	128,095	128,095	0	11,223	116,872	Procurement meeting early October. Construction to commence Q3.
<u>Plant &amp; Machinery</u>							
	1641.770001. Light Passenger Vehicles - Replacement	672,651	672,651	168,096	61,798	610,853	
	1641.770002. Light Commercial Vehicles - Replacement	981,185	981,185	245,199	(0)	981,185	
	1641.770005. Light Passenger Vehicles - New	0	0	0	0	0	
	1641.770018. Light Commercial Vehicles - New	36,000	36,000	8,997	0	36,000	
	1641.770006. Trucks & Buses Replacements	72,893	72,893	9,104	0	72,893	
	1641.770007. Trailers	743,550	743,550	185,814	0	743,550	
	1641.770009. Parks & Mowers	285,438	285,438	71,331	83,880	201,558	
	1641.770011. Miscellaneous Equipment >\$1500	131,919	131,919	32,967	29,706	102,213	
	1641.770008. Construction Vehicles	583,061	583,061	72,824	0	583,061	
<u>Other Infrastructure</u>							
	1643.930033. Christmas Decorations 2020	213,492	213,492	213,491	13,492	200,000	Project delivery Q2.
	1643.930034. Waste Transfer Station increase hardstand area with concrete	100,000	100,000	0	0	100,000	Construction to commence Q3.
	1643.930035. Restart Mandurah - Other	2,785,000	2,435,000	0	0	2,435,000	Remaining Restart Mandurah funding available. Please note, this balance excludes the \$350,000 approved in both FY2020-21 and FY2021-22 for the Industry Business Incentive Scheme at the Special Council Meeting (06/10/2020).
	1643.930032. Road Sweeper Spoil	45,000	5,774	5,775	0	5,774	Construction complete. Finances to be finalised.
	1646.750496. Lakelands DOS Clubroom Facility	200,000	762,524	373,637	430,121	332,403	Clubroom Facility complete. Landscaping around building to commence late October.
	1646.700352. Lakelands DOS	1,000,000	1,143,257	560,196	168	1,143,089	Refer to Financial Report, Key Capital Projects table.
	1646.500885. Lakelands DOS Parking	0	3,594	897	900	2,694	Refer to Financial Report, Key Capital Projects table.
	1646.700350. Lakelands DOS - Irrigation	0	26,125	6,528	0	26,125	Refer to Financial Report, Key Capital Projects table.
	1646.700353. Lakelands DOS - Sports Specific Infr	0	23,763	5,937	0	23,763	Refer to Financial Report, Key Capital Projects table.
	1646.750495. Lakelands DOS - Water Provision Infr	0	311,941	77,955	0	311,941	Refer to Financial Report, Key Capital Projects table.
	1647.920027. Eastern Foreshore South Precinct	6,870,103	6,936,603	1,733,454	40,471	6,896,132	Refer to Financial Report, Key Capital Projects table.
	1647.920028. Western Foreshore Recreation Precinct	8,300,000	8,315,856	2,078,133	643,682	7,672,174	Refer to Financial Report, Key Capital Projects table.
	<b>Grand Total</b>	<b>43,066,214</b>	<b>45,321,948</b>	<b>11,989,546</b>	<b>4,051,539</b>	<b>41,270,409</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**FINANCING ACTIVITIES**

**NOTE 7**

**BORROWINGS**

**Repayments - Borrowings**

Information on Borrowings Particulars	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>Law, order, public safety</b>									
Port Bouvard Surf Life Saving Club [WTC 316(v)]	0		0		110		(110)		0
<b>Health</b>									
<b>Community amenities</b>									
Compactor Waste Trailers and Dolly [336]	240,815		0	14,260	54,610	226,555	186,205	1,418	8,102
Waste Water Reuse [349]	146,255		0	5,569	20,376	140,686	125,879	836	5,244
Halls Head Ablution Block [350]	97,505		0	3,712	13,580	93,794	83,925	558	3,496
Halls Head Recycled Water 2019/20	200,051		0	4,453	17,389	195,598	182,662	1,175	5,891
Ablutions 2020/21	0		200,000	-	17,344	0	182,656	0	5,935
<b>Recreation and culture</b>									
Allnutt Reserve Community Facility [316(iii)]	0		0	-	513	0	(513)	0	0
Town Beach Ablutions [316(vii)]	0		0	-	220	0	(220)	0	0
Rushton Park Redevelopment [318(ii)]	334,327		0	23,437	83,095	310,890	251,232	402	10,917
Meadow Springs Recreation Facility [318(iii)]	250,493		0	17,605	63,310	232,888	187,183	302	8,317
Mandurah Rugby Club [320]	42,468		0	10,362	39,316	32,106	3,152	216	763
Mandurah Cricket Club [321]	14,145		0	3,456	13,094	10,689	1,051	72	254
Mandurah Football & Sporting Club [324]	165,129		0	19,958	78,869	145,171	86,260	937	4,711
Mandurah Rugby Club [325]	12,698		0	1,536	6,070	11,162	6,628	72	362
Bowling Club Relocation [326]	1,092,880		0	139,434	537,467	953,446	555,413	2,958	32,101
Ablutions - Netball Centre [329(ii)]	88,582		0	10,602	41,873	77,980	46,709	492	2,501
Parks Construction [329(v)]	87,089		0	10,602	41,873	76,487	45,216	492	2,501
Halls Head Bowling Club upgrade [331]	310,795		0	9,003	32,228	301,792	278,567	1,863	11,236
Parks - Falcon Bay Reserve [333(i)]	72,390		0	5,858	22,739	66,532	49,651	411	2,339
MARC Redevelopment [338]	763,964		0	40,048	144,275	723,916	619,689	2,777	27,025
MARC Redevelopment Stage 1 [340]	503,911		0	20,227	72,790	483,684	431,121	2,471	18,002
MARC Redevelopment Stage 2 [341]	1,277,816		0	54,452	187,831	1,223,364	1,089,985	4,120	46,457
Eastern Foreshore Wall [344]	835,933		0	35,389	121,623	800,543	714,310	2,537	30,081
MARC Stage 2 [345]	1,228,894		0	50,855	174,502	1,178,039	1,054,392	3,706	43,742
Falcon Bay Seawall [351]	244,836		0	9,307	34,049	235,529	210,787	1,400	8,779
MARC Solar Plan [353]	173,490		0	4,969	17,759	168,521	155,731	1,040	6,277
Novara Foreshore Development [355]	346,980		0	9,937	35,518	337,043	311,462	2,081	12,554
Falcon Bay Foreshore Upgrades [356]	346,980		0	9,937	35,518	337,043	311,462	2,081	12,554
Mandjar Square Development [358]	433,630		0	12,421	44,391	421,209	389,239	2,600	15,693
Lakelands DOS [360]	2,365,997		0	80,038	248,575	2,285,959	2,117,422	4,076	87,881
Mandjar Square Stage 3 and 4	458,859		0	11,203	82,410	447,656	376,449	2,507	27,270
Falcon Seawall	908,175		0	24,341	41,205	883,834	866,970	3,079	13,635
Novara Foreshore Stage 3	183,582		0	4,481	16,482	179,101	167,100	1,003	5,454
Smart Street Mall Upgrade 2019/20	500,127		0	12,250	43,460	487,877	456,667	2,936	14,728
Falcon Bay Foreshore Stage 3 of 4	300,076		0	6,679	26,083	293,397	273,993	1,763	8,837
Mandjar Square Final Stage	300,076		0	6,679	26,083	293,397	273,993	1,763	8,837
Falcon Skate Park Upgrade	120,030		0	2,940	10,433	117,090	109,597	705	3,535
Westbury Way North side POS Stage 3	200,051		0	4,447	17,389	195,603	182,662	1,181	5,891
Eastern/ Western Foreshore 2020/21	0		2,770,000	-	240,145	0	2,529,855	0	82,211
Smart Street Mall 2020/21	0		2,000,000	-	173,382	0	1,826,618	0	59,358
Novara Foreshore Stage 4	0		400,000	-	34,676	0	365,324	0	11,872
Bortolo Reserve - Shared Use Parking and Fire Track Facility	0		350,000	-	30,352	0	319,648	0	10,387
Falcon Bay Upgrade - Stage 4 of 5	0		300,000	-	26,016	0	273,984	0	8,904
Enclosed Dog Park	0		200,000	-	17,344	0	182,656	0	5,936
South Harbour Paving Upgrade Stage 2	0		50,000	-	4,336	0	45,664	0	1,484
Falcon Skate Park Upgrade 2020/21	0		80,000	-	7,521	0	72,479	0	1,816
<b>Transport</b>									
Road Construction [316(ii)]	0		0	-	1,642	0	(1,642)	0	0
Car Parking [316(iv)]	0		0	-	121	0	(121)	0	0
Drainage [318(iv)]	83,835		0	58,537	19,784	25,298	64,051	1,003	2,599
Road Construction [318(v)]	836,324		0	5,832	213,672	830,492	622,652	100	28,071
Road Construction [329(ii)]	188,410		0	23,075	91,136	165,335	97,274	1,070	5,443
Drainage Construction [329(iii)]	63,624		0	7,484	29,557	56,140	34,067	347	1,765
Peelwood Oval - Parking [329(iv)]	24,957		0	3,118	12,316	21,839	12,641	145	736
Path Construction [329(vi)]	13,856		0	1,871	7,389	11,985	6,467	87	441
Street Lighting [329(viii)]	18,102		0	2,495	9,852	15,607	8,250	116	588
Road Construction [333(ii)]	320,984		0	26,688	103,588	294,296	217,396	1,873	10,654
New Pedestrian Bridge Construction [335]	481,195		0	28,841	110,329	452,354	370,866	2,833	16,367
New Road Construction [339]	544,949		0	27,277	102,919	517,672	442,030	3,227	19,313
New Road Construction [342]	651,651		0	27,148	93,915	624,503	557,736	2,138	23,229
WMC Tims Thicket [343]	98,545		0	3,808	14,096	94,738	84,449	587	3,484
Road Construction [346]	385,053		0	14,661	53,646	370,392	331,407	2,202	13,806
MARC Carpark [347]	292,521		0	11,137	40,752	281,384	251,769	1,673	10,488
MPAC Forecourt [348]	121,886		0	4,640	16,978	117,246	104,908	697	4,370
Mandurah Marina [352]	173,490		0	4,969	17,759	168,521	155,731	1,040	6,277
MARC Carpark [354]	260,243		0	7,451	26,632	252,792	233,611	1,561	9,416
Mandurah Foreshore Boardwalk Renewal [357]	390,262		0	11,178	39,948	379,084	350,314	2,340	14,124
New Road Construction [359]	1,191,883		0	39,636	125,617	1,152,247	1,066,266	2,871	44,411
Smoke Bush Retreat Footpath [361]	86,736		0	2,486	8,886	84,250	77,850	520	3,138
New Boardwalks 18/19	458,859		0	11,203	41,205	447,656	417,654	2,507	13,635
Coodanup Drive - Road Rehabilitation	91,791		0	2,240	8,241	89,551	83,550	502	2,727
Pinjarra Road Carpark	183,582		0	4,481	16,482	179,101	167,100	1,003	5,454
New Road Construction 2018/19	1,497,356		0	41,766	135,963	1,455,590	1,361,393	3,474	44,997
New Road Construction 2019/20	900,229		0	23,941	78,226	876,287	822,003	3,395	26,510
South Harbour Upgrade 2019/20	230,058		0	5,119	19,997	224,939	210,061	1,352	6,774
New Roads 2020/21	0		1,150,000	-	99,693	0	1,050,307	0	34,131

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

FINANCING ACTIVITIES

NOTE 7

BORROWINGS

Repayments - Borrowings

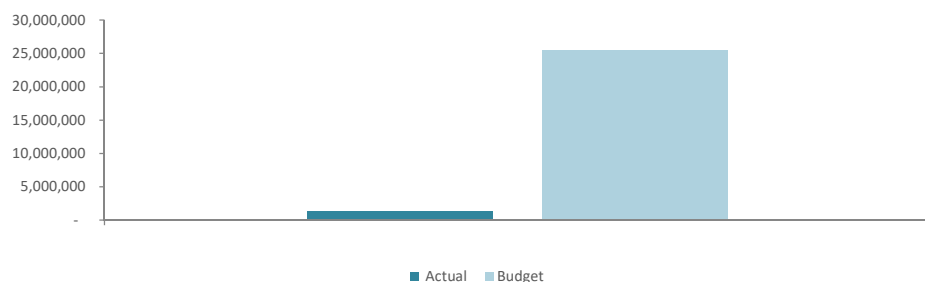
Information on Borrowings	1 July 2020	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
<b>Other property and services</b>					-				
Office Building [272]	215,016		0	62,999	195,631	152,016	19,385	1,045	3,140
Information Systems [316(i)]	0		0	-	110	1	(110)	0	0
IT Server Room Upgrade [316(vi)]	0		0	-	296	0	(296)	0	0
IT Communications Equipment [318(i)]	67,470		0	4,621	15,828	62,849	51,642	79	2,079
IT Equipment [329(vii)]	25,700		0	3,118	12,316	22,582	13,384	145	736
Land Purchase [330]	1,223,995		0	157,302	606,689	1,066,694	617,306	3,429	36,235
Civic Building - Tuckey Room Extension	458,859		0	11,203	41,205	447,656	417,654	2,507	13,634
Short term loan COVID-19	0		20,000,000	-	20,000,000	0	0	0	35,000
	26,230,451	0	27,500,000	1,320,771	25,410,640	24,909,681	28,319,811	101,895	1,127,642
<b>Total</b>	26,230,451	0	27,500,000	1,320,771	25,410,640	24,909,681	28,319,811	101,895	1,127,642
Current borrowings	25,410,640		27,500,000	1,320,771	25,410,640	3,508,486	25,410,640	101,895	1,127,642
Non-current borrowings	819,811					21,401,195	2,909,171		
	26,230,451					24,909,681	28,319,811		

All debenture repayments were financed by general purpose revenue.

KEY INFORMATION

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

2020/21 Principal Repayments



Principal Repayments

**\$1,320,771**

Interest Expense

**\$101,895**

Loans Due

**\$24.91 M**

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 8**

**OPERATING GRANTS AND CONTRIBUTIONS**

**Operating Grants, Subsidies and Contributions Revenue**

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
<b>Operating Grants and Subsidies</b>				
<b>General purpose funding</b>				
Financial Assistance Grant - General Purpose	845,000		845,000	219,247
Financial Assistance Grant - Local Roads	670,000		670,000	150,650
<b>Law, order, public safety</b>				
Lifeguard Service Funding	100,000		100,000	95,667
DFES Bushfire Mitigation Funding	0	318,600	318,600	159,300
Operating Grant SES	64,233		64,233	0
<b>Education and welfare</b>				
Waterwise Verge Grant	10,000		10,000	0
NAIDOC	3,038		3,038	0
International Disability Day Grant	1,013	5,000	6,013	5,000
<b>Recreation and culture</b>				
Gnoonie Youth Football Cup 2019	1,013		1,013	0
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,859		8,859	0
Lotterywest (Christmas Pageant)	10,125		10,125	0
Tourism WA (Crabfest Sponsorship)	141,742		141,742	0
Every Club Funding	20,250		20,250	0
Friday Night Skillz - DLGSCI	14,485		14,485	0
<b>Transport</b>				
PTA - Annual Bus Shelter Maintenance Assistance Scheme	15,000		15,000	0
	<b>1,942,258</b>	<b>323,600</b>	<b>2,265,858</b>	<b>629,864</b>
<b>TOTALS</b>	<b>1,942,258</b>	<b>323,600</b>	<b>2,265,858</b>	<b>629,864</b>



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 9  
NON-OPERATING GRANTS AND CONTRIBUTIONS**

**Non Operating Grants, Subsidies and Contributions Revenue**

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
<b>Non-Operating Grants and Subsidies</b>				
<b>Community amenities</b>				
: Donnelly Gardens	111,716	0	111,716	0
<b>Recreation and culture</b>				
: Eastern Foreshore South Precinct	2,500,000	0	2,500,000	2,000,000
: Eastern Foreshore South Precinct	1,228,250	0	1,228,250	0
: Western Foreshore Recreation Precinct	3,771,750	0	3,771,750	0
: Parkridge Boat Ramp	16,410	0	16,410	0
: Falcon Skate Park Upgrade	80,000	6,338	86,338	86,338
: Lakelands DOS Clubroom Facility	50,000	0	50,000	0
: Lakelands DOS	325,000	0	325,000	0
<b>Transport</b>				
: RR Pinjarra Road Stage 1	500,000	0	500,000	400,000
: Peel Street	100,000	0	100,000	100,000
: RR Peel Street	500,000	0	500,000	100,000
: RR Pinjarra Road Stage 2	500,000	0	500,000	0
: RR Leslie Street	500,000	0	500,000	200,000
: RR Catalina Dr/Badgerup Ave Roundabout	550,000	0	550,000	0
: RR Thera St Stage 2	170,000	0	170,000	170,000
: RR Old Coast Road/Albany Drive	120,708	0	120,708	110,905
: RR Old Coast Road/Albany Drive	215,000	(814)	214,186	215,000
: Lakelands-Madora Bay Pedestrian Bridge	0	350,000	350,000	0
: Guava Way	0	351,000	351,000	0
: SP Harbord Avenue	0	176,524	176,524	0
<b>Economic services</b>				
: SP Halls Head Parade PSP	20,000	0	20,000	4,000
	<b>11,258,834</b>	<b>883,048</b>	<b>12,141,882</b>	<b>3,386,243</b>
<b>Non-Operating Contributions</b>				
<b>Recreation and culture</b>				
: Hexham Wetland Fencing	20,340	0	20,340	20,340
	<b>20,340</b>	<b>0</b>	<b>20,340</b>	<b>20,340</b>
<b>Total Non-operating grants, subsidies and contributions</b>	<b>11,279,174</b>	<b>883,048</b>	<b>12,162,222</b>	<b>3,406,583</b>

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 10  
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/(Deficit)				(358,718)
1643.930035.20501.13	Restart Mandurah Other	G. 10/7/20 June FR	Capital Expenses		150,000		(208,718)
9624.102249.14000.13	Mandurah CBD Revitalisation Project	G. 10/7/20 June FR	Operating Expenses			(150,000)	(358,718)
1643.930035.20501.13	Restart Mandurah Other	G. 10/7/20 June FR	Capital Expenses		100,000		(258,718)
9555.101010.14000.10	Community Services: Comm Assistant Grants	G. 10/7/20 June FR	Operating Expenses			(100,000)	(358,718)
1643.930035.20501.13	Restart Mandurah Other	G. 10/7/20 June FR	Capital Expenses		100,000		(258,718)
	Transfer to Unspent Grant Reserve	G. 10/7/20 June FR	Other: Transfer Into Reserve			(100,000)	(358,718)
1635.700421.20501.13	Eastern Foreshore Softfall Renewal	G. 10/7/20 June FR	Capital Expenses			(9,091)	(367,809)
1635.700423.20501.13	Mogum Softfall Renewal	G. 10/7/20 June FR	Capital Expenses			(23,400)	(391,209)
1635.700430.20501.10	Kerosene Tank Bunding	G. 10/7/20 June FR	Capital Expenses			(6,071)	(397,280)
1636.500990.20501.13	SP Cox Bay	G. 10/7/20 June FR	Capital Expenses			(22,672)	(419,952)
9676.138750.14000.10	WSUD	G. 10/7/20 June FR	Operating Expenses			(52,859)	(472,811)
308810.9200.10	Corp Comms: Corp Projects	G. 10/7/20 June FR	Operating Expenses			(22,250)	(495,061)
308810.9058.10	Corp Comms: General Advertising	G. 10/7/20 June FR	Operating Expenses			(19,500)	(514,561)
9655.163032.10058.13	Emergency Management: Bushfire Mitigation	G. 10/7/20 June FR	Operating Expenses			(318,600)	(833,161)
318910.0050.55	Emergency Management Grants	G. 10/7/20 June FR	Operating Revenue		318,600		(514,561)
	Capital Works 2019/20 Carryovers Reconciliation	G. 6/8/20 July FR	Capital Expenses			(1,723,043)	(2,237,604)
	Capital Works 2019/20 Carryovers Reconciliation	G. 6/8/20 July FR	Capital Revenue		6,338		(2,231,266)
	Capital Works 2019/20 Carryovers Reconciliation	G. 6/8/20 July FR	Other: Unutilised Loans		825,088		(1,406,178)
	Capital Works 2019/20 Carryovers Reconciliation	G. 6/8/20 July FR	Other: Transfer Out of Reserve		677,377		(728,801)
1634.880012.	Lakelands-Madora Bay Pedestrian Bridge	G. 6/8/20 July FR	Capital Expenses			(350,000)	(1,078,801)
1636.501076.	Guava Way	G. 6/8/20 July FR	Capital Expenses			(351,000)	(1,429,801)
Various	Shared Paths	G. 6/8/20 July FR	Capital Expenses			(176,524)	(1,606,325)
386915.0070.60	Bridge Mtce Grants & Subs Non-op	G. 6/8/20 July FR	Capital Revenue		350,000		(1,256,325)
381915.0070.60	Road Planned Mtce Grants & Subs Non-op	G. 6/8/20 July FR	Capital Revenue		351,000		(905,325)
394915.0070.60	Footpath Mtce Grants & Subs Non-op	G. 6/8/20 July FR	Capital Revenue		176,524		(728,801)
1636.501027.	RR Pinjarra Road Stage 1	G. 6/8/20 July FR	Capital Expenses			(812,789)	(1,541,590)
1636.501029.	RR Pinjarra Road Stage 2	G. 6/8/20 July FR	Capital Expenses		812,789		(728,801)
9564.102701.14000.10	Cultural Development: Arts & Culture Group Grants	G. 6/8/20 July FR	Operating Expenses		30,375		(698,426)
9555.101010.14000.10	Community Services: Comm Assitant Grants	G. 6/8/20 July FR	Operating Expenses			(30,375)	(728,801)
9637.102608.14000.05	Community Safety Projects: ADF Grant Expenditure	G. 6/8/20 July FR	Operating Expenses			(6,300)	(735,101)
9555.101012.10057.10	Community Services: In Day for People with a Disability	G. 6/8/20 July FR	Operating Expenses			(5,000)	(740,101)
0555.101012.31012.55	Community Services Revenue: Operating Grant	G. 6/8/20 July FR	Operating Revenue		5,000		(735,101)
381915.0070.60	Road Planned Mtce Grants & Subs Non-op	G. 6/8/20 July FR	Capital Revenue			(814)	(735,915)
1632.750586.	MARC LED & Lighting Control	G. 6/8/20 July FR	Capital Expenses			(14,832)	(750,747)
1636.501042.	SL Light Pole Replacement Program	G. 6/8/20 July FR	Capital Expenses		14,832		(735,915)
1639.910095.	Avalon Foreshore	G. 6/8/20 July FR	Capital Expenses			(10,000)	(745,915)
1637.600164.	DR Orion Rd Park Stage 2	G. 6/8/20 July FR	Capital Expenses		10,000		(735,915)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 10  
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
1632.750639.	Peel Hockey Association - Floodlighting	G. 6/8/20 July FR	Capital Expenses			(95,443)	(831,358)
1632.750640.	South Mnd Tennis Club - Resurfacing	G. 6/8/20 July FR	Capital Expenses			(10,120)	(841,478)
1632.750619.	CSRFF Program - Small Grants	G. 6/8/20 July FR	Capital Expenses		105,563		(735,915)
1636.500950.	Smart Street Mall	G.11/9/20 Aug FR	Capital Expenses		20,197		(715,718)
1636.500953.	Peel Street	G.11/9/20 Aug FR	Capital Expenses		35,871		(679,847)
		G.11/9/20 Aug FR	Other: Unutilised Loans			(56,068)	(735,915)
1637.600171.	DR Leighton Road/Halls Head Parade	G.11/9/20 Aug FR	Capital Expenses			(33,000)	(768,915)
1637.600172.	DR Rainbow Way Swale Reinstatement	G.11/9/20 Aug FR	Capital Expenses		33,000		(735,915)
1636.501049.	TM Merlin St/Mistral St Roundabout	G.11/9/20 Aug FR	Capital Expenses			(30,000)	(765,915)
1636.500962.	RR Thera Street	G.11/9/20 Aug FR	Capital Expenses		30,000		(735,915)
1635.700456.	Old Coast Road/Wilderness Drive - Playground Renewal	G.11/9/20 Aug FR	Capital Expenses			(31,665)	(767,580)
1635.700458.	Yalgor Heights Reserve - Playground Renewal	G.11/9/20 Aug FR	Capital Expenses		31,665		(735,915)
1635.700422.	Louis Dawe Park	G.11/9/20 Aug FR	Capital Expenses			(6,500)	(742,415)
1636.501047.	Pinjarra Road East - Median Stage 3	G.11/9/20 Aug FR	Capital Expenses		6,500		(735,915)
1635.700413.	Duverney Park Picnic Facilities	G.11/9/20 Aug FR	Capital Expenses			(40,000)	(775,915)
1635.700473.	Templetonia Reserve	G.11/9/20 Aug FR	Capital Expenses			(5,000)	(780,915)
1635.700403.	Grahame Heal Reserve	G.11/9/20 Aug FR	Capital Expenses		45,000		(735,915)
9564.102734.	CASM Education Programs	G.11/9/20 Aug FR	Operating Expenses			(20,000)	(755,915)
9564.102707.	Arts and Culture Projects	G.11/9/20 Aug FR	Operating Expenses		20,000		(735,915)
1632.750641.	Reading Cinema Complex FIP	G.11/9/20 Aug FR	Capital Expenses			(35,000)	(770,915)
1632.750626.	Site Main Switchboard Program	G.11/9/20 Aug FR	Capital Expenses		35,000		(735,915)
New	Ready Now - Business Capability Grants	S. 6/10/20 Restart	Operating Expenses			(100,000)	(835,915)
930035-6500-1045-61129	Restart Mandurah - Other	S. 6/10/20 Restart	Capital Expenses		100,000		(735,915)
New	Grow Now - Investment Attraction Fund	S. 6/10/20 Restart	Operating Expenses			(250,000)	(985,915)
930035-6500-1045-61129	Restart Mandurah - Other	S. 6/10/20 Restart	Capital Expenses		250,000		(735,915)
				<b>0</b>	<b>4,640,719</b>	<b>(5,017,916)</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 11  
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
			Opening Surplus/(Deficit)	\$	\$	\$	\$
							(735,915)
100005-3470-1166-61001	Admininstration Materials and Contracts - Community Facility Management		Operating Expenses			(1,700)	(737,615)
10047-620-104563-1000	Sports Club Maintenance Levy Reserve		Other: Transfer Out of Reserve		1,700		(735,915)
New	Mandurah Bowling Club Compressor		Capital Expenses			(27,890)	(763,805)
	Installation of Air Conditioning at Halls Head Parade						
750622-6100-1045	Community and Sports Facility		Capital Expenses		27,890		(735,915)
400015-6100-1045	South Mandurah Football Club Changeroom Project		Capital Expenses			(30,000)	(765,915)
930035-6500-1045-61129	Restart Mandurah - Other		Capital Expenses		30,000		(735,915)
700006-6600-1045	MARC Improvement to Car Park Area		Capital Expenses			(1,598)	(737,513)
700466-6600-1045	Calypso Reserve - Drinking Fountain		Capital Expenses		1,598		(735,915)
500029-6250-1045	TM Discretionary Traffic Mgmt		Capital Expenses			(4,776)	(740,691)
501048-6250-1045	TM Discretionary Traffic Management Program		Capital Expenses		4,776		(735,915)
600011-6200-1045	DR Orion Rd Park Stage 2		Capital Expenses			(2,901)	(738,816)
501047-6250-1045	Pinjarra Road East - Median Stage 3		Capital Expenses		2,901		(735,915)
10029-610-new-1000	Transfer to Unspent Grant Reserve		Other: Transfer Into Reserve			(350,000)	(1,085,915)
930035-6500-1045-61129	Restart Mandurah Other		Capital Expenses		350,000		(735,915)
				<b>0</b>	<b>418,865</b>	<b>(418,865)</b>	

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 12**  
**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 2020-21 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
<b>Revenue from operating activities</b>				
Operating grants, subsidies and contributions	737,422	103.89%	▲ Timing	Received Lifeguard Service funding, 50% DFES Bushfire Mitigation funding and the CLAG 2020/21 Mosquito Management contribution earlier than expected.
Interest earnings	(208,956)	(57.27%)	▼ Timing	Interest earnings not yet received.
Other revenue	13,263	22.54%	▲ Timing	Early receipt of other revenue and will be monitored as year progresses.
Profit on disposal of assets	(18,399)	(100.00%)	▼ Timing	Non-cash variance from disposal of assets to be monitored throughout the year.
<b>Expenditure from operating activities</b>				
Employee costs	1,471,051	11.30%	▲ Timing	Expenditure to increase as projects pick up during the year mainly in Cityparks, Cityworks and MARC.
Materials and contracts	3,282,559	29.86%	▲ Timing	Expenditure to increase as projects pick up during the year.
Utility charges	508,969	51.37%	▲ Timing	Invoices have been received later then expected and will be monitored throughout the year.
Depreciation on non-current assets	2,949,860	33.31%	▲ Timing	Will be adjusted at budget review to reflect 2019/20 actuals.
Interest expenses	148,882	48.28%	▲ Permanent	Favourable variance an indication of interest savings from loan off-set facility. This will be reviewed as part of budget review.
Other expenditure	(79,552)	(157.16%)	▼ Timing	Payment made in August for the Peel Mosquito Management program 2020/21 season.
Loss on disposal of assets	353,191	100.00%	▲ Timing	Non-cash variance from disposal of assets to be monitored throughout the year.
<b>Investing Activities</b>				
Non-operating Grants, Subsidies and Contributions	1,489,973	77.74%	▲ Timing	\$2m received in August from Department of Health for claim 1 of the Mandurah Waterfront Pool - Eastern Foreshore Project.
Proceeds from Disposal of Assets	822,424	322.34%	▲ Permanent	Favourable variance as a result of unbudgeted land sales and unbudgeted proceeds on sale of plant that were not sold in 2019/20. This will be reviewed at budget review.
Capital Acquisitions	7,938,007	66.21%	▲ Timing	Refer to note 4.
<b>Financing Activities</b>				
Payment of lease liability	(64,841)	(32.10%)	▼ Permanent	Additional leases taken up in 2020/21. To be adjusted at Budget Review,



# **POLICY**

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## **Objective:**

The Procurement Policy (Policy) is developed in accordance with the statutory obligations of the *Local Government Act 1995* (Act) and Part 4 of the *Local Government (Functions and General) Regulations 1996* (Regulations) in relation to procurement activities undertaken by the City of Mandurah (the City).

The Policy is directed at meeting the following objectives:

- Achieving 'value for money' with respect to all procurement activities;
- Ensuring that the City complies with all obligations under the Act and Regulations;
- Strengthening integrity and confidence in procurement systems and processes;
- Ensuring that sustainable benefits, such as environmental, social and local economic factors are considered in the overall 'value for money' assessment;
- Mitigating probity risk by establishing consistent and demonstrated processes and training that promote transparency and fairness; and
- Ensuring that procurement activities are conducted in a consistent and efficient manner in accordance with applicable policies and procedures.

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## **Statement:**

### **1. APPLICABILITY**

The policy applies to all procurement activities undertaken by City officers, appointed representatives and where applicable, contractors. For the purposes of the Policy, such persons will be referred to as employees.

### **2. PRINCIPLES OF PROCUREMENT**

All employees of the City shall observe the highest standards of ethics and integrity in undertaking procurement activity and act in an honest and professional manner. The following principles underpin the City's procurement activities:

- a. All processes, evaluations and decisions shall be transparent, free from bias, merit based and fully documented in accordance with the Act and Regulations, applicable Policies and Procedures, and audit requirements.
- b. Accountability shall be taken for all procurement decisions, to ensure the efficient, effective and proper expenditure of public monies based on achieving value for money, in accordance with the City's adopted budget.
- c. Procurement is to be carried out on a competitive basis in which all potential suppliers are treated impartially, honestly and consistently.
- d. Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.

### **3. VALUE FOR MONEY**

- a. Value for money is achieved through the critical assessment of price, risk, timeliness, environmental, social, economic and qualitative factors to determine the most advantageous supply outcome that contributes to the City achieving its strategic and operational objectives.

- b. The City will apply value for money principles when assessing purchasing decisions and acknowledges that the lowest price may not always be the most advantageous.

### 3.1 Assessing Value for Money

- a. The assessment of value for money is the result of open, competitive sourcing practices and critical assessment of factors such as:
  - i. All relevant whole-of-life costs and benefits. This should include transaction costs associated with acquisition, delivery, distribution, as well as other costs such as holding costs, consumables, maintenance and disposal;
  - ii. The technical merits of the goods and/or services being offered in terms of compliance with specifications, contractual terms and conditions and any relevant methods of assuring quality;
  - iii. Financial viability and capacity to supply without risk of default;
  - iv. Ensuring a sufficient number of offers have been obtained to enable robust price comparison wherever practicable;
  - v. The safety requirements associated with both the product design and specification offered by suppliers and the evaluation of risk when considering purchasing goods and/or services from suppliers; and
  - vi. A supplier's ability to demonstrate the sustainable benefits and positive local impact of the goods and services offered.
- b. The level of assessment undertaken is commensurate with the value, complexity, risk and sensitivity of the goods or services being procured.

## 4. SUSTAINABLE PROCUREMENT

Sustainable procurement is defined as the purchasing of goods and services that have less environmental and/or negative social impacts than competing products or services over the entire life cycle of a product.

The City is committed, where possible, to procuring goods and services:

- a. that are economical to own and operate;
- b. reduce waste and are energy efficient;
- c. cause the least damage to the environment;
- d. have been created or obtained using legally compliant practices (Corporate Social Responsibility);
- e. provide local businesses with commercial opportunity;
- f. improve employment opportunities for local people; and
- g. that encourage social advancement and benefits relating to special needs.

### 4.1 Local Content

- a. The City will:
  - i. wherever practical, invite local suppliers to quote, in accordance with this Policy;
  - ii. ensure procurement planning explores local business capability and opportunities for local content; and

- iii. consider buying practices, procedures and specifications that do not unfairly disadvantage local businesses.
- b. Local suppliers are defined as those businesses that operate permanently within the district of the City of Mandurah local government municipal area.

#### **4.2 Engaging with Australian Disability Enterprises or Aboriginal Businesses**

- a. The City encourages the use of Australian Disability Enterprises and Aboriginal owned businesses for the supply of goods and/or services where value for money assessments demonstrate benefits for the City achieving its objectives.
- b. Where the required number of quotes from \$5,000 up to \$250,000 cannot be obtained from similar disability enterprises or Aboriginal owned businesses, alternate means of verifying that the offer truly represents value for money should form part of the evaluation documentation and applicable Procedure.
- c. When utilising tender exempt provisions for Aboriginal owned businesses the maximum procurement value permissible is \$250,000.

### **5. PROCUREMENT REQUIREMENTS**

- a. The requirements that must be complied with by the City, including procurement thresholds and processes, are prescribed within the Regulations, this Policy and associated Procurement Procedures.
- b. In determining the purchase value, the following considerations are to be taken into account:
  - i. All values are exclusive of GST; and
  - ii. The amount is the actual or expected value of a contract over the full contract period, including all options.
- c. The following procurement value thresholds apply:

Monetary Threshold of the contract value, including extensions and options (exclusive of GST)	Process Required	Source
<b>Up to \$4,999</b>	Direct purchase from a supplier after obtaining at least one (1) oral or written quotation in accordance with the <b>Procurement Procedure – Goods and Services</b> .	Local supplier where practical. If no local supplier, seek one (1) quote through: <ul style="list-style-type: none"> <li>• Western Australian Local Government Association (WALGA) Preferred Supplier Program (PSP); or</li> <li>• State Common User Arrangement (CUA); or</li> <li>• Australian Disability Enterprise; or</li> <li>• Aboriginal owned business; or</li> <li>• Open market.</li> </ul>
<b>\$5,000 to \$49,999</b>	Seek three (3) or more verbal or written quotations (method dependent on risk and complexity) in accordance with the <b>Procurement Procedure – Goods and</b>	Where practical a minimum of two (2) local suppliers to be invited along with open market suppliers.

	<p><b>Services.</b> Obtain a minimum of two (2) written responses</p>	<p>If no local suppliers, seek three (3) or more quotes through:</p> <ul style="list-style-type: none"> <li>• WALGA PSP; or</li> <li>• State CUA; or</li> <li>• Australian Disability Enterprise; or</li> <li>• Aboriginal owned business; or</li> <li>• Open market.</li> </ul>
<b>\$50,000 to \$149,999</b>	<p>Formal Request for Quote in accordance with <b>Procurement Procedure Goods and Services</b>. Seek three (3) or more written formal quotations and obtain a minimum of two (2) responses.</p>	<p>Where practical a minimum of two (2) local suppliers to be invited along with open market suppliers.</p> <p>If no local suppliers, seek three (3) or more quotes through:</p> <ul style="list-style-type: none"> <li>• WALGA PSP; or</li> <li>• State CUA; or</li> <li>• Australian Disability Enterprise; or</li> <li>• Aboriginal owned business; or</li> <li>• Open market.</li> </ul>
<b>\$150,000 to \$249,999</b>	<p>Formal Request for Quote in accordance with <b>Procurement Procedure Goods and Services</b>. Seek three (3) or more written formal quotations and obtain a minimum of two (2) responses.</p>	<p>Where practical a minimum of two (2) local suppliers to be invited along with open market suppliers.</p> <p>If no local suppliers, seek three (3) or more quotes through:</p> <ul style="list-style-type: none"> <li>• WALGA PSP; or</li> <li>• State CUA; or</li> <li>• Australian Disability Enterprises; or</li> <li>• Aboriginal owned business; or</li> <li>• Open market</li> </ul>
<b>\$250,000 and above</b>	<p>Public Tender, to be issued by Governance Services in accordance with the Act and Regulations</p> <p>Refer to <b>Procurement Procedure – Goods and Services</b>.</p> <p>Where circumstances warrant, Governance Services may conduct a tender process for projects which are below the \$250,000 threshold (refer to section 5.3).</p>	<p>Public Open Tender</p>
<b>\$250,000 and above (Tender exempt)</b>	<p>Seek three (3) or more written formal Request for Quote, to be issued by Governance Services, in accordance with reg 11(2). Obtain a minimum of two (2) written responses, unless sole supply or supplier availability is limited i.e. only</p>	<ul style="list-style-type: none"> <li>• WALGA PSP</li> <li>• State CUA</li> <li>• Australian Disability Enterprise</li> </ul>

	one supplier is represented under a panel arrangement.	<b>CITY OF MANDURAH</b>
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## 5.1 Conditions

- a. Existing contracts held with the City must be considered first before sourcing from other suppliers. Goods and/or services must be within scope of the existing contract and must not exceed the tender threshold unless specifically permissible or procured through a City held Panel of Pre-qualified Suppliers (section 6).
- b. Supply of goods or services must not commence until a purchase order has been issued, unless exempt from this requirement. A purchase order is unnecessary in the case of the following:
  - i. Insurances;
  - ii. Payments made through payroll;
  - iii. Utilities (service and/or consumption charges/fees only);
  - iv. Goods or services purchased through a purchasing card;
  - v. Fees and payments that are statutory, this includes bank fees;
  - vi. Other statutory damages, infringements and penalties;
  - vii. Loan repayments;
  - viii. Freight, postal charges and fuel cards;
  - ix. Goods purchased from petty cash;
  - x. Purchasing card payment requests.
- c. All procurement activity must be carried out in accordance with the relevant Procurement Procedure as defined in section 5.
- d. Restrictions exist on procuring IT hardware, software and licenses, office furniture and fittings – refer to the City's IT and Procurement Procedures.
- e. Where the stated number of minimum quotations to be obtained cannot be achieved due to:
  - i. limited responses (all thresholds); or
  - ii. lack of availability (tender exempt panel supply arrangements only i.e. WALGA or State CUA);

the decision to continue with the evaluation and selection must be documented and clearly demonstrate the achievement of value for money.

## 5.2 Record Keeping

Communications, responses and documentation relating to procurement activity and approvals, regardless of value, must be recorded and retained in accordance with the *State Records Act 2000*, the Regulations (reg. 11A(3)(b) and 24AC(2)(e)), the City's Record Keeping Plan and applicable Procurement Procedures.

## 5.3 Requesting Tenders where value is less than Tender threshold

The City may elect to invite tenders in lieu of undertaking quotations for procurements under the tender threshold where it is considered appropriate and beneficial. This decision should be made after considering the commercial and probity benefits of this approach in comparison to cost and efficiency. Where a tender is called, the Regulations relating to tender requirements must be followed.



### 5.4 Anti-avoidance

Multiple procurement activities must not be entered into with the intent (inadvertent or otherwise) of "splitting" the purchase value to avoid a public tender being called (regulation 12 of the Regulations) or to avoid threshold quoting requirements under \$250,000.

### 5.5 Minor Variations

- a. In accordance with regulation 20 of the Regulations, a minor variation may be made to a contract following a tender process, by the City, prior to the City and the preferred tenderer formalising the contract. A minor variation is required to meet the following conditions:
  - i. Does not alter the nature of the goods and/or services procured;
  - ii. Does not materially alter the scope provided in the initial tender;
  - iii. Amount to less than 10% of the original contract price or up to a maximum of \$100,000.00 whichever is the lesser; and
  - iv. Does not alter the decision to award the tender to the preferred tenderer.
- b. If the variation does not meet the conditions, then the variation must be presented to Council for consideration.
- c. The above conditions also apply to procurements under \$250,000 and are required to be undertaken in accordance with the Procurement Procedure Contract Variations and Extensions.
- d. All decisions regarding minor variations must be documented and recorded.

### 5.6 Variation after Contract Commencement

- a. If the City has entered into a contract for the supply of goods and/or services with a successful tenderer, in accordance with regulation 21A of the Regulations, the contract must not be varied unless:
  - i. the variation is necessary in order for the goods and/or services to be supplied; and does not change the scope of the contract; or
  - ii. the variation is a renewal or extension of the term of the contract as described in regulation 11 (2) (j); and
  - iii. The variation is within the budget allocated for the project.
- b. Consideration must also be given to the original procurement process conducted and whether the combined value of the original price, any subsequent variations and proposed variation (which includes term extensions) would have resulted in a different procurement process being undertaken due to the increased expenditure.
- c. All contract variations are to be recorded and supported by adequate documentation describing the nature and reasons for the variations, including the associated cost, time and scope implications.
- d. Contract variations are to be approved in accordance with the authorisation limits as per section 8 of this policy.
- e. These conditions also apply to contracts valued under \$250,000 and are required to be undertaken in accordance with the Procurement Procedure Contract Variations and Extensions.

### 5.7 Contract Extensions

- a. Contracts are extended only if the original contract includes an extension option as per 5.6 above (unless State of Emergency provisions apply).
- b. For continuity of service provision, the contract extension must be approved before the expiration date of the original contract or previously extended term.
- c. Contract extensions are approved in accordance with the authorisation limits as per section 8 of this policy.
- d. There must be documented evidence that the contractor performance has been assessed before the contract extension is approved.

### 5.8 Contract Expiry

Prior to the expiry of the original contract, and after any options for renewal or extension included in the original contract have been exercised, the City is required to review the purchasing requirements and commence a new competitive purchasing process in accordance with this Policy.

### 5.9 Procurement Planning

A Procurement Plan is required for all procurement activities above \$50,000. Governance Services will facilitate this process in most instances.

### 5.10 Conflict of Interest

Actual or perceived interests are to be declared using the City's prescribed form. Where there is a perceived or actual conflict of interest in accordance with the Act, the Officer may be removed from any further procurement activity.

For purchases over \$5,000 employees must sign the applicable procurement threshold documentation relating to conflict of interests.

### 5.11 Terms and Conditions

City of Mandurah Standard Terms and Conditions will apply unless a formal contract has been used. Any terms and conditions that are required to be varied must be approved by Manager Governance Services.

### 5.12 Probity Advisors and Audit

The Chief Executive Officer (CEO) may appoint an organisation to undertake a probity audit of the tender process conducted, or parts thereof, if required. The CEO may appoint a probity advisor to observe or participate in the procurement process that will be conducted.

### 5.13 Education and Training

- a. The CEO is required to implement a procurement education and training program. This will include both induction and refresher training to be delivered on an annual basis.
- b. Employees who undertake procurement activities will be required to attend training.

## 6 EXCEPTIONS TO PROCUREMENT REQUIREMENTS

### 6.1 Tender Exempt Supply Arrangements

- a. Procurements activities above tender threshold, sourced through tender exempt supply arrangements, must be in accordance with the Regulations and the City's Policies and Procedures. These are set out in regulation 11(2) of the Regulations and include:

- i. pre-qualified suppliers under the WALGA PSP;
- ii. suppliers under State Government CUA;
- iii. suppliers on a Panel of Pre-qualified Suppliers established by the City;
- iv. a Regional Local Government or another Local Government;
- v. an Australian Disability Enterprise and where the procurement represents value for money;
- vi. where the contract is for petrol, oil, or other liquid or gas used for internal combustion engines; or
- vii. where the supply of goods or services is to be obtained from expenditure authorised in a local emergency under 6.8 (1)(c) of the Act: or
- viii. the supply of the goods or services associated with a State of Emergency in accordance with 11 (2)(aa), (ja) and (3) of the Regulations; or
- ix. procurements covered by any other exclusion under regulation 11 of the Regulations.

### 6.2 Use of Tender Exempt Suppliers under \$250,000

- a. Procurements valued under \$250,000 may be sourced from suppliers through the above tender exempt arrangements. Quotes should only be sourced from a single panel arrangement on each occasion i.e. PSP or a CUA. Written records of the justification and the approval obtained must be recorded in accordance with Procurement Procedures.

### 6.3 Goods and/or Services required in an Emergency (Local or State)

- a. An “emergency” is defined in the *Emergency Management Act 2005* is “the occurrence or imminent occurrence of a hazard which is of such a nature or magnitude that it requires a significant and coordinated response”. Section 6.8(1)(c) of the Act makes provisions for unbudgeted expenditure in a local emergency to be incurred if approved in advance by the Mayor. Regulations 11 (2)(aa),(j) makes provisions where a State of Emergency is declared.
- b. The City’s Procurement Procedures provides further information when expenditure is within budget or where a State of Emergency has been declared.
- c. A State of Emergency applies when it is declared under the *Emergency Management Act 2005*.
- d. The City’s own contracts or WALGA’s Hazardous and Emergency Event Services PSP should be used wherever possible. The City’s Procedures make provision for services that are required urgently or out of hours.

### 6.4 Sole Source of Supply

- a. Goods and/or services of a unique nature that can only be supplied from one supplier may be procured using a formal quotation process. Sufficient market testing and investigation of alternative sources of supply must be demonstrated and evidence documented.
- b. The City’s Procurement Procedures detail the requirements for procurements under \$250,000.
- c. The application of the provision of sole source of supply must only occur in limited circumstances with procurement experience indicating that generally more than one supplier is able to be found to provide the requirements of the specification.

### 6.5 Waiver of Quotation Requirements under \$250,000

A waiver to seek the required number of quotes (for budgeted expenditure), may be granted at the sole discretion of the CEO and/or Directors. Written records of the justification and the approval obtained must be recorded.

## 7 PANELS OF PRE-QUALIFIED SUPPLIERS

Where there is a continuing need for a particular type of goods and/or services to be supplied, the City may determine it is beneficial to do so by means of a Panel of Pre-Qualified Suppliers (PQS's). The creation and operation of a PQS must be undertaken in accordance with Part 4, Division 3 of the Regulations.

### 7.1 Establishing a Panel

- a. State-wide public notice of the invitation to apply to join a PQS is required;
- b. PQS may be established for one supply requirement, or a number of similar supply requirements under defined categories;
- c. Each Request for Application (RFA) issued will describe further the supply type, how the PQS will operate and the minimum number of suppliers to be maintained;
- d. Evaluation criteria will be pre-determined;
- e. Suppliers appointed to a panel as members will be subject to the City's panel terms;
- f. The Regional Price Preference Council Policy may be applied when assessing applications to join a PQS.

### 7.2 Procuring from the Panel

Procuring from PQS will be outlined in detail in the RFA but in general will be undertaken as follows:

- a. Each panel member will be requested to quote for each item of work under the panel unless the panel is operating using a ranking system (see (b)). Quotes received will be assessed using pre-determined evaluation criteria to evaluate each quote.
- b. Where panel members are ranked, prices may be fixed by means of a pricing schedule or through a quotation on each occasion. The City will invite the highest ranked panel member, who will accept or decline the request. If declined, the next ranked panel member will be invited and so forth until a panel member accepts a Contract.
- c. The City may award any quantity of work to any member on the basis of their quote or any other pre-determined criteria stated in the RFA.
- d. Award of work shall be evidenced by an official Purchase Order, which will represent the "contract", governed by the panel terms.
- e. Contracts issued must not be formed for the supply of goods and/or services for a term exceeding 12 months nor contain an option to renew or extend its term.

### 7.3 Distributing work amongst panel members

Unless otherwise specified in the RFA, when considering the distribution of work amongst panel members the City will generally take into account such factors as:

- a. accepted pricing schedule or price;
- b. value for money considerations;
- c. ranking (if applicable);
- d. performance during the term of the Panel;

- e. equipment, plant, or capability relative to the particular item of work;
- f. response time and/or availability;
- g. vicinity to the work location;
- h. ability to provide speciality products or services; or
- i. ability to respond to the quote request within the specified timeframe.

#### **7.4 Panel Communication**

To ensure clear, consistent, and regular communication between all parties to a panel, the City will allocate to each panel a dedicated contact person for the term of the panel. A communication plan will be developed by the contact person which will include a requirement for scheduled performance review meetings with the City.

#### **7.5 Record Keeping Requirements for Panels**

Each quotation process, including the invitation to quote, communications with panel members, quotations received, evaluation of quotes and award notifications must be captured in the City's electronic records system in a separate file, attached to a nominated electronic quotation system (if available) or to the applicable purchase order in the City's financial software system. Purchase orders raised must reference the PQS reference number for the purposes of monitoring expenditure.

### **8 AUTHORISATION**

- a. The following positions are authorised to approve and issue purchase orders or otherwise procure in accordance with this policy, subject to:
  - i) the general authorisation limits set out in the table below; and
  - ii) the individual position financial limits set out in the Authorisation Limit Listing:

<b>POSITION</b>	<b>AUTHORISATION LIMIT (exclusive of GST)</b>
<b>CEO</b>	<u>Unlimited (Excluding the acceptance of Tenders)</u>
<u>Deputy CEO</u> / <b>Director</b>	As determined by the CEO
<b>Executive Manager/ Manager</b>	Up to \$50,000
<b>Coordinator/Supervisor</b>	\$15,000 to \$40,000
<b>Other Staff</b>	Up to \$5,000

- b. The conditions of approving purchase requisitions and orders is in accordance with the City's Policies and Procedures and purchases must be within the approved budget adopted by Council. The Authorisation Limit is the value of the contract, inclusive of extensions, variations and options (exclusive of GST).
- c. An employee cannot exceed their financial authorisation as set out in the Authorisation Limit Listing unless specifically authorised in writing by the CEO i.e. under periods of higher duties. The City's Authorisation Limit Listing, and relevant Policy apply.
- d. The Authorisations Limit Listing is subject to review and approval by the CEO, such review to occur annually or as otherwise required.

#### **8.1 Purchasing Cards**

- a. The CEO will develop Procedures for the authorisation and payment of accounts to ensure there is effective security and appropriate authorisations in place for the use of purchasing cards.
- b. Council approves that the CEO has a purchasing card of a monthly limit of \$20,000 and a maximum transaction limit of \$10,000.
- c. The Mayor will approve the CEO purchasing card on a monthly basis.
- d. The CEO will authorise the issue of purchase cards to other City officers following applicable procedures.

### 8.2 Petty Cash

- a. Petty cash transactions under \$50 are to be authorised by Managers in accordance with City's Procedure.

## 9 POLICY NON-COMPLIANCE

- a. Procurement activities are subject to financial and performance audits to review compliance with legislative requirements and the City's Policies and Procedures. Failure to comply with the requirements of this Policy or prescribed processes will be subject to investigation, with findings to be considered in context of the employees training, experience, seniority and reasonable expectations of the performance of their role.
- b. Where a breach is substantiated it may be treated as:
  - i. an opportunity for additional training to be provided;
  - ii. a disciplinary matter, which may or may not be subject to reporting requirements under the *Public Sector Management Act 1994*;
  - iii. misconduct in accordance with the *Corruption, Crime and Misconduct Act 2003*.

**Responsible Directorate:** Corporate Services

**Reviewer:** Manager Governance Services

**Creation date:** Minute G.28/3/07, 20 March 2007

**Amendments:**

- Minute G.37/5/12, 22 May 2012
- Minute G.28/7/12, 24 July 2012
- Minute G.36/9/13, 24 September 2013
- Minute G.35/2/15, 24 February 2015
- Minute G.10/7/19, 23 July 2019
- Minute G.17/2/20, 25 February 2020
- Minute SP.5/5/20, 12 May 2020

**Related Documentation and or/legislation:** *Local Government Act 1995 (Act)* and Part 4 of the *Local Government (Functions and General) Regulations 1996*



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<b>5</b>	<b>SUBJECT:</b>	Mosquito Management Annual Report 2019/20
	<b>DIRECTOR:</b>	Director Business Services
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

This annual report provides an overview of mosquito management activities undertaken during the 2019/20 season by the City, in cooperation with the Peel Mosquito Management Group (PMMG) and Department of Health (DoH).

The 2019/20 season was significantly more intense than recent seasons, particularly so during early 2020. The intensity of aerial larviciding required from February until late April 2020 was more alike to those experienced during past La Niña events however the entire season was dominated by ENSO neutral conditions. An explanation for this shift in environmental conditions is likely to have been driven by regional climate drivers.

Twenty-one aerial larviciding treatments covering a total of 2,933 hectares were undertaken between 1 July 2019 and 30 June 2020. Season 2018/19 recorded 13 treatments over 1,438 hectares.

Mosquito populations peaked in early spring 2019, however, once aerial treatments commenced in August mosquito populations were effectively reduced and restricted throughout the remainder of the season. The lower adult mosquito numbers decreased public health risk from mosquito borne diseases and maintained public amenity for residents and visitors.

Season 2019/20 recorded slightly higher numbers of reported cases of Ross River virus and Barmah Forest virus in Mandurah (71) compared to season 2018/19 (52). This elevation in cases was consistent across the Peel region and WA.

## Disclosure of Interest

Nil

## Previous Relevant Documentation

- G.12/9/19 10 September 2019 Mosquito Management Program 2018 /19 Annual Report
- CC.3/10/18 09 October 2012 Mosquito Management Program 2017/18 Annual Report
- G12/1/18 30 January 2018 Mosquito Management Program 2016/17 Annual Report
- G.21/10/16 25 October 2016 Mosquito Management Program 2015/16 Annual Report
- G.11/10/15 13 October 2015 Mosquito Management Program 2014/15: Annual Report
- G.32/9/11 27 September 2011 Mosquito Management Annual Report 2010/11: Peer Review of Mosquito Management Program
- G.37/3/11 22 March 2011 Council resolved to invite a peer review of the City's Mosquito Management Program

## Background

The PMMG includes representatives from the City of Mandurah, Shire of Murray, City of Rockingham and Shire of Waroona. The PMMG has a long history working in collaboration together to ensure the successful management of mosquito populations across the Peel region.

The purpose of this report is to provide a review of the environmental drivers of mosquito breeding cycles and the season's tidal events, mosquito management operations undertaken during the 2019/20 season and the prevalence of mosquito-borne disease. The report also includes information on adult mosquito

abundance, community education initiatives and the financial activities of the PMMG during season 2019/20.

Mosquitoes pose significant public health and amenity impacts to coastal communities Australia wide. Within the Peel region, the greatest health risk and nuisance factor to residents and visitors is from saltmarsh mosquitoes. The majority of the City's residential suburbs and recreational facilities are within the established flight range of saltmarsh mosquitoes.

Mosquito management in the Peel Region requires a coordinated and collaborative approach and is undertaken in partnership with the Department of Health and their contracted helicopter provider. This alliance is essential given the regional disease risk, extensive breeding habitat (estimated to be up to 600Ha), prolific mosquito breeding cycles and urbanisation within the Peel region.

The program's primary focus is to reduce mosquito-borne disease via the targeted reduction of saltmarsh mosquito populations. It also aims to reduce the impact of nuisance saltmarsh mosquitoes on the City's residents and broader community.

The PMMG's main method for the reduction of saltmarsh mosquitoes is through aerial larviciding treatments via helicopter to target mosquito larval populations. This technique has the ability to successfully remove a high percentage of mosquito larvae that if untreated would emerge as adult mosquitoes and pose a greater risk of disease transmission within the community. The extent of larval and adult saltmarsh mosquito abundance at any given time is heavily influenced by environmental conditions.

## **Comment**

### Climate Influences

Historically the Southern Oscillation Index (ENSO) has provided an indication of the potential intensity of environmental conditions on a broad scale that are likely to drive mosquito breeding cycles each season. In the past El Niño events have coincided with seasons of lower mosquito abundance. Neutral seasons generally provide moderate conditions whereas La Niña seasons have seen the most challenging conditions for mosquito management in the Peel region.

As predicted by climate modelling agencies, El Niño/neutral conditions persisted from July 2019 until June 2020. Other climate drivers such as the Indian Ocean Dipole (IOD), Southern Annular Mode (SAM) and sub-tropical ridge are likely to have played a role in the change to environmental conditions in early 2020 leading to the increase in tidal activity experienced during February and March 2020.

As a greater understanding of these regional climate drivers and their influence on the country's climate is obtained by meteorology agencies the ability to identify key indicators of changes in weather patterns will assist the program to better adapt, prepare and respond to these events.

### Regional and Local Weather

Regional and local environmental conditions play an important role in the ability for saltmarsh mosquitoes to sustain their breeding cycles in the Peel Region. Weather influences such as low and high pressure systems, approaching cold fronts and wind forces, west coast troughs, tropical cyclones reaching the mid-west and rainfall inflow into regional river systems, either individually or as a combination, can have significant impacts on local tide and water level behaviour within the Peel Harvey Estuary.

Air and water temperatures also play a critical role by influencing the speed of larvae development with warmer water temperatures promoting the egg to adult development cycle in as short as four days.

As reported within the Bureau of Meteorology's Climate of the 2019 -20 financial year report, an example of one of these regional events came in the form of ex-Tropical Cyclone Mangga in May 2020. This event resulted in the second-highest hourly sea level observation recorded at Hillarys since November 1990,

and fourth-highest sea level on record in 120 years of near-continuous observations at Fremantle. The effect on tides within the Peel region was a series of inundations of breeding sites over eight days.

This highlights the complexity of the environmental drivers that are at play within our local context which can challenge the ability of the program to restrict mosquito populations.

### Water Level Observations

The breeding cycles and seasonal abundance of saltmarsh mosquitoes in the Peel region are fundamentally driven by the frequency and intensity of water level changes and wetland flooding within the Peel Harvey waterways.

Whilst typical tidal amplitude within the Peel Harvey system is less than 30cm, water levels fluctuate greatly from tide predictions. Barometric tides linked to the continuous changes in atmospheric pressure result in significant tidal variations from the predicted tide patterns and are associated with local and broader weather events.

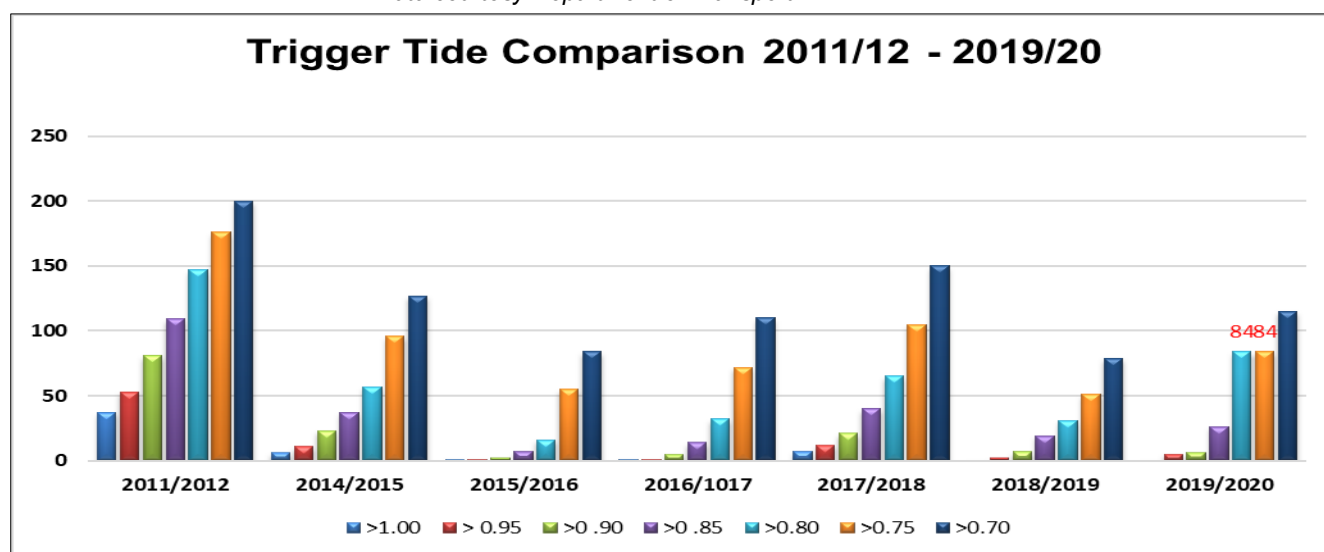
Tidal surges of 40cm above predicted peak heights are a regular occurrence within the Peel-Harvey estuary. These tides known as storm surge tides are not always linked with a storm front, rainfall event or even an obvious change in our local weather. Generally, local storm surges are generated by the cold fronts and the low pressure systems that either cross the west coast or pass to the states south heading in an easterly direction.

Storm surges can inundate vast areas of breeding habitat and initiate the hatching of mosquito eggs in their millions. Hatching may occur as a single event or repeatedly over a number of days. The eggs of saltmarsh mosquitoes have the ability to remain in a dormant state over weeks, months and even years. This see's the build-up of egg bank loading over long periods and allows breeding cycles to be sustained endlessly.

Tidal inundation during season 2019/20 was frequent and somewhat similar to tidal activity recorded in season 2017/18, a season that was also subject to ENSO neutral climate drivers.

Figure 1 provides a comparison of tidal frequency and heights recorded between 1 September and 1 May (2011 – 2020). A notable difference in season 2019/20 was the increased frequency of tides between 0.80 m – 0.85 m. Whilst not producing widespread inundation, tides of this height result in the vast majority of the breeding sites being flooded and the continual hatching of mosquito larvae which sustains ongoing breeding cycles.

*Data courtesy Department of Transport.*



**Figure 1 - comparison of tidal activity between 1 September and 1 May (2011 – 2020).**

### Season 2019/20 Aerial Larviciding

Aerial larviciding via helicopter is the main technique that the program employs to achieve targeted and effective management of saltmarsh mosquito populations on a regional scale. This technique is the most efficient and effective method available to apply different larvicide products in a variety of weather conditions, when applied in line with favourable water levels and mosquito larvae development stages.

Aerial larviciding also allows application to the region's sensitive wetlands and saltmarsh habitats in an unobtrusive manner with minimal environmental impact.

There may only be a short window of opportunity of one day for an effective aerial treatment to occur and in these situations, it is vital that swift information gathering and decisions regarding product selection are made to have the greatest impact on mosquito populations. In addition, it is crucial the timing of the treatment is carefully considered to include factors such as weather conditions, fluctuating water levels, larval densities and growth rates.

The two active ingredients within the larvicides used are, S - methoprene and *Bti*, (*Bacillus thuringiensis israelensis*) in granular form. These are currently the most environmentally appropriate products available for mosquito control and are utilised across the world. Both of these larvicides have been approved for use by the Australian Pesticides and Veterinary Medicines Authority and are certified for the management of mosquitoes in natural and urban environments. The targeted use of these larvicides resulted in high mortality rates and consistent reduction in larval populations which successfully reduced adult mosquito abundance.

Season 2019/20 ended with twenty-one aerial larvicide treatments being completed and a total of 2,993 hectares being treated. Aerial treatments commenced in late August 2019 with the first two treatments of the season being unusually large in area for the time of year.

From October onwards, frequent tidal inundation occurred, however treatment sizes declined with post tidal water levels and dispersal reducing 24 - 48 hrs after the peak surge. The last aerial treatment for 2019 was completed on 30 December and was followed by the smallest treatment for the season (37.9 hectares) in early January 2020.

As of early February 2020, the previously mentioned change in environmental conditions brought persistent tidal activity and cohort hatching across the regional breeding sites. This required the program to respond with six consecutive aerial treatments on a weekly basis. This level of treatment has not been required even in the most challenging seasons.

During this intense period, City officers remained highly engaged and focused on ensuring a breakout of mosquitoes did not occur and pose an elevated risk to public health or negatively impact on community amenity. The final treatment for the season was completed on 5 June 2020.

Key outcomes of the season's aerial treatments were:

- 21 aerial larviciding treatments undertaken between 1 July 2019 and 30 June 2020
- A total of 2,993 hectares treated
- Average aerial treatment size for the 2019/20 season was 146.0 hectares
- Largest individual treatment was 347.0 hectares
- 560.0 kg of Prolink® Prosand applied
- 13662.0 kg of Corn Cob Bti - Barmac® 200GR applied
- 4356 kg of Corn Cob Bti / S methoprene - VectoPrime® applied
- 315 L of Liquid Bti - VectoBac® 12AS / Teknar® 1200

### Helicopter Services

The Department of Health undertook a tender process in early 2020 with assistance from City Officers, however the tender was not awarded. This was due to a substantial escalation in costs from interested contractors requiring further investigation. This saw the existing contract extended for another one year.

A second tender process will be occurring before June 2021 and the DoH has sought feedback from the local governments that utilise the helicopter services in terms of the contract requirements of highest importance in order to maintain effective and efficient aerial larviciding. This includes standby timing, equipment capacity, access to multiple aircraft and the continued funding for aerial treatments to be maintained during the months of May, June and July in a cost effective approach and within the Department of Health's current funding arrangements.

The failure to effectively manage mosquitoes represents one of the City's key strategic risks. The City and the PMMG have invested significant resources particularly over the last ten years in collaboration with the DoH to have one of the best aerial larviciding programs in Australia. This has required the existing contractor to invest in specialised application equipment that is currently unlikely to be available from any other provider in the state.

Whilst the City acknowledges that the economic environment has changed significantly over the last 12 months, the City and PMMG have concerns that any funding driven changes may jeopardise the numerous improvements, capacity and ongoing success of the aerial treatment program that has been achieved over recent years.

The City recognises the DoH has a responsibility to seek cost effective services and encourage a competitive market process. It is important however, to carefully consider the broad scale negative impact that could well come if any reduction in current capabilities occurred and what the impact would be on the health and wellbeing of residents and visitors to Mandurah, the Peel and South West regions.

The City and PMMG will continue to engage the DoH and advocate for the current service standards to be maintained and improved where possible and will stress the importance of having the best services in place over a cost saving opportunity that brings increased operational risks in the years ahead.

#### Mosquito Surveillance

As in previous years, the City of Mandurah and the DoH completed 22 adult mosquito trapping rounds throughout the season. A total of two hundred and five (205) EVS (CO<sub>2</sub>) static traps were set, collected and sampled. Peel region trapping data is vital to the mosquito management program as it monitors adult mosquito populations, allows species identification and mosquito-borne disease detection and provides evidence of the effectiveness of aerial treatments undertaken.

During COVID-19 regional travel restrictions, the City's officers took on the DoH trapping rounds to assist with the continuation of surveillance within the Peel region and reflects the continued cooperation between the City and DoH.

In comparing the number of monthly tides of 0.80m +, monthly adult mosquito trap counts (*Aedes camptorhynchus*) and monthly aerial treatments, Figure 2 shows saltmarsh mosquito abundance was at its highest in August and September 2019. Populations then declined following the six aerial treatments completed through September, October and November before a slight increase in April occurred following an aerial larvicide treatment (242 ha) in late March 2020.

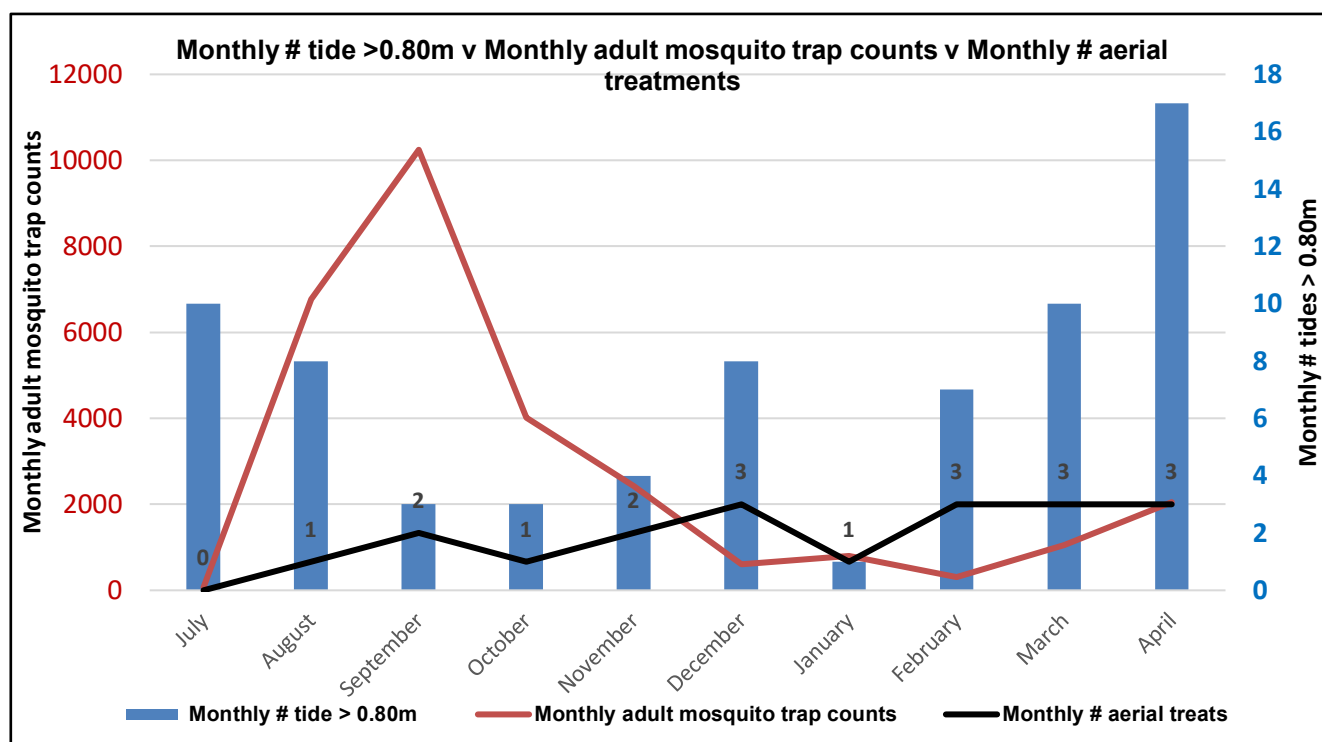


Figure 2 – Monthly # tide > 0.80m v Monthly adult mosquito trap counts (*Aedes camptorhynchus*) v Monthly # aerial treatments.

#### Department of Health Virus Surveillance – Ross River virus (RRV) and Barmah Forest virus (BFV)

Mosquito borne virus surveillance is undertaken by the DoH Medical Entomology section with the aim of identifying virus activity from trapped mosquitoes from the nine Peel region traps along with 12 others traps extending southwards from Harvey to Busselton. Upon detection of viruses, the DoH notifies local governments and issues media statements and warnings to the general public to ensure residents and travellers take precautions to avoid mosquito bites.

The DoH released a media statement to the public and local authorities in November 2018 warning the public to be vigilant against mosquito bites following the first detection of RRV in the south-west of Western Australia for the 2018/19 season. During season 2019/20, 3 virus isolations of RRV and 0 virus isolations of BFV were detected in the Peel region.

#### Human cases of mosquito borne disease – notifiable and laboratory reported

Mosquito borne disease surveillance is undertaken state-wide by the DoH via patient presentation to general practitioners and subsequent blood tests that return a positive diagnosis. Notifications are then forwarded to local government officers to follow up case details. This information is then passed back to the DoH, Medical Entomology Branch for data collation. Season 2019/20 recorded slightly higher numbers of reported cases in Mandurah compared to season 2019 and this was consistent across the Peel region.

Table 1 below details Ross River and Barmah Forest Virus case statistics:

Mandurah		
Mosquito-borne Disease	No. Notified Cases 2019/20	Long term average
RRV	29	69
BFV	1	3



Peel		
Mosquito-borne Disease	No. Notified Cases 2019/20	Long term average
RRV	71	132
BFV	3	4.8

### Community Engagement

The City continued to utilise quarterly email updates to provide subscribers with information on mosquito abundance, mosquito-borne disease and mosquito management activities. The email network of 481 addresses includes residents, schools, sporting clubs and community organisations. The program also utilised social media outlets such as the City's Facebook page to provide updates on the programs activities such as posts timed with aerial treatments and reminders about personal protection.

Local radio messaging was again utilised between 20 December 2019 and 28 January 2020 to remind the public about mosquito activity and how best to protect themselves and their family against mosquito bites and mosquito borne diseases. The timing of these radio alerts is aimed to align with the peak in the public enjoying the many outdoor, recreational, sporting and social activities during the summer school holiday break.

Face to face community engagement with the public at City supported events continued to be a focus with City officers attending and providing interactive displays and fun activities for both children and adults. The aim of connecting with community members at these events is to educate them on mosquitoes, mosquito borne disease and promote the City's and PMMG mosquito management programs.

At all events the DoH's Fight the Bite campaign is promoted and branded merchandise is made available. This year, branded reusable straws and water bottles were provided to the public to align with the City's single use plastic theme and encourage the local community to do the same. Personal repellent and informational brochures were also made available as in the past. The "moszie marquee" has proven very popular at all events particularly at the Mandurah Children's Festival.

Unfortunately, due to the COVID19 pandemic no face to face community interactions were possible through the second half of the season (Jan – June 2020).



Figure 3 National Tree Day 2019 - Frasers Landing



Figure 4 an example of social media posts provided.

### Community Enquiries and Education

- Seventeen community enquiries in 2019/20 were recorded in comparison to nine in 2018/19.
- Four community email updates were sent.
- Eleven social media posts.
- Local radio advertising - 97.7 Coast FM / 91.7 Wave. Fight the Bite public education campaign continued to be supported in the Peel region by the DoH and PMMG which included the use of a range of media and merchandise.
- Successful public engagement events were provided by City officers and included:
  - 2019 National Tree Day
  - 2019 Mandurah Children's Festival
  - 2019 My Park Grooves x 4

### Research and Development

#### LSI Water Sensors

As reported in the 2018/19 annual report, four LS1 remote surface water sensor units were installed on saltmarsh breeding sites at strategic wetland locations in order to provide onsite and localised monitoring of water level fluctuations. This has provided an improved system to monitor and respond to tidal inundation events, cohort hatching and environmental drivers of inundation. One sensor has been installed on the eastern side of Barragup Island located in the lower Serpentine River. Barragup Island is a prolific saltmarsh mosquito breeding site and is of high priority due to its complex inundation regime, and the surrounding environment being highly urbanised and populated.

Figure 5 below displays the tidal water fluctuations between 1 September 2019 and 30 April 2020 from the Barragup Island sensor. Tidal surges can be clearly seen as well as periods of dry out.

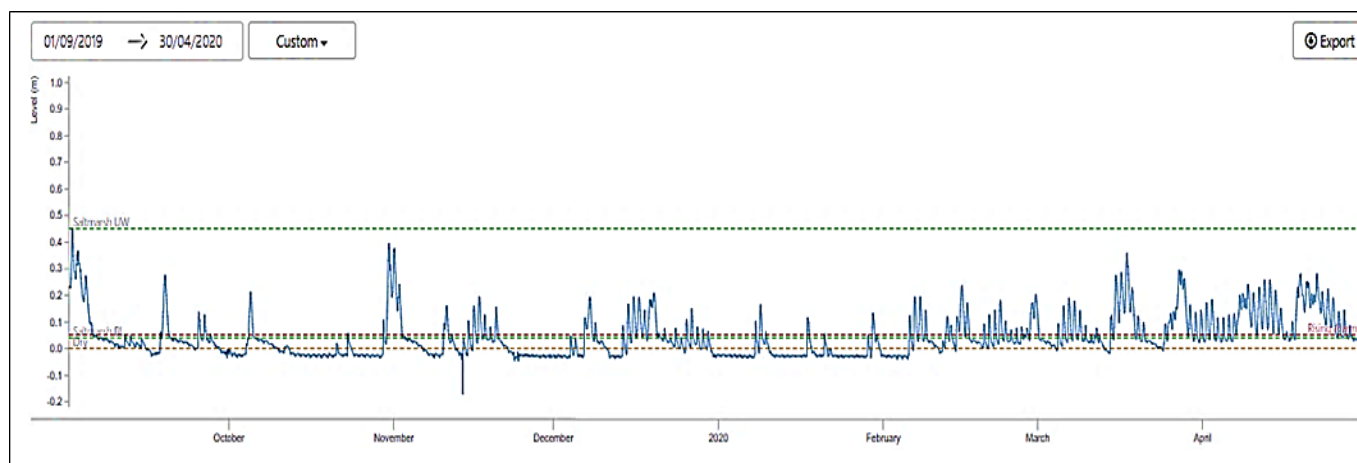


Figure 5 Barragup Island remote water level sensor recordings

The data collected by the LS1 sensor on Barragup Island is already increasing the City's understanding of the sensitivity of the water level changes driven by tidal and sea level fluctuations and how the information can be used to enhance field surveillance.

### Serpentine River gauge

As reported within the 2015/16 Council report, the PMMG secured funding via the 2013/14 State Government Funding Initiative for Mosquito Management (FIMMWA) to install a tide gauge on the Department of Water, Lakes Road trunkline. This was completed in mid – 2017 and has now been finalised with the live data feed being accessible on the Department of Transport tidal movement webpage. To complement this gauge the DoH undertook a similar project resulting in a further three tide gauges being installed on the Swan and Canning Rivers'. This will greatly improve the ability to monitor tidal inundation for nearby local government mosquito management programs and no doubt provide important information for other key agencies and the public.

### Outlook for season 2020/21

The Bureau of Meteorology's September 1 Climate driver update stated:

*"climate models suggest La Niña could become established in spring 2020. The Bureau's ENSO Outlook remains at La Niña ALERT. This means the chance of La Niña forming in 2020 is around 70%—roughly three times the average likelihood."*

Based on the experiences from past ENSO La Niña events, these seasons are typically more intense in terms of tidal inundation, reproduction cycles, mosquito populations and workloads for the program.

These challenging environmental conditions bring an increased reliance on the program to achieve consistent results so that mosquito borne disease and undesirable levels of mosquito abundance are prevented as best possible to retain public health and community wellbeing. As in the past, this can be very difficult to maintain across an entire season so a degree of community understanding and tolerance may well be sought should the efforts be restricted by environmental conditions. The City will make every effort to keep the community well informed as the season progresses.

In acknowledging the current outlook for season 2020/21, as the City has experienced before, these global events can evolve and change quickly as can the regional and local environmental conditions and ultimately influence how each season eventuates. For this reason, the City and PMMG must continue to remain operationally adaptable, utilise well-developed resources and maintain access to existing and emerging support from the Department of Health and their service providers.

### **Consultation**

Nil

## **Statutory Environment**

Nil

## **Policy Implications**

Nil

## **Economic implications**

Mosquito-borne diseases such as RRV and BFV are estimated to cost approximately \$5,000 per case in medical expenses and loss of earnings. The number of cases in the City would greatly increase if there was no program in place to manage mosquito populations.

The cost on the reputation and branding of Mandurah and the Peel region is difficult to assess but the management of mosquitoes is a vital service in ensuring an acceptable amenity and environment for residents and visitors to enjoy.

The administration of the PMMG is an essential partnership to ensure the successful management of mosquitoes in the region. The group met on four occasions during the 2019/20 mosquito management season as well as attending regional meetings relating to mosquito management matters.

These meetings were attended by local government officers and elected members from each PMMG local government as well as representatives from the DoH, and allow for ongoing collaboration between the PMMG to ensure the identification and implementation of improvements within the program. Examples of key discussions during 2019/20 include:

- Mosquito borne disease updates
- Mosquito abundance and disease isolation updates
- Local government reports on mosquito breeding and treatments
- Environmental conditions updates
- Aerial treatment updates
- Budget reviews
- Research sharing
- Public education strategies
- New technologies and products

A total of \$111,124.40 was allocated for season 2019/20 to provide the procurement of larvicides in addition to the value of carryover stock from season 2018/19. These contributions are outlined within Table 2. All costs associated with the helicopter services are provided by DoH across the southwest with the Peel region being the primary user. Without the DoH's commitment to these costs, the PMMG would require substantial increases in budget allocation to provide the same level of helicopter service.

A total of \$112,999.97 was expended in 2019/20 resulting in a balance of \$0.00 (- \$1875.57) being carried into the 2020/21 budget calculation. The following contributions to the 2019/20 budget were made by the DoH and PMMG members. The total income excludes the Shire of Waroona contribution and the value of carry over stock from 2019/20.

Further to the allocation for larvicide costs, the City of Mandurah contributed an estimated \$275,000 in labour, vehicles, equipment and resources for public education during the course of the 2019/20 season.

<b>Agency</b>	<b>2019/2020 Contribution</b>
<b>Department of Health</b>	<b>\$41,466.95</b>
<b>City of Mandurah</b>	<b>\$23,235.50</b>
<b>Shire of Murray</b>	<b>\$13,282.94</b>
<b>Shire of Waroona</b>	<b>\$1,000.00*</b>
<b>City of Rockingham</b>	<b>\$4,948.45</b>
<b>Total Income for 2019/20</b>	<b>\$82,933.90</b>
<i>*Excludes Shire of Waroona</i>	

**Table 2 PMMG budget contributions procurement of larvicides, equipment and cultural strategies during season 2019/20 (Ex GST).**

### **Strategic Implications**

The following strategies from the City of Mandurah Strategic Community Plan 2020 – 2040 are relevant to this report:

#### Social:

- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.

#### Health:

- Facilitate and partner with key service providers including State and Federal Government to ensure health outcomes are aligned with community needs and expectations.
- Advocate for and facilitate the provision of a technologically advanced, quality health care system in Mandurah.
- Provide quality health and wellbeing programmes and services that target whole of life health from infants to seniors.
- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

#### Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.

### **Conclusion**

Season 2019/20 developed as expected through the first half of the season, however early 2020 brought an unexpected change in environmental conditions and the escalation in tidal inundation required a significant increase in field surveillance and helicopter operations. Pleasingly the mosquito populations were effectively restricted through this period and on the whole, community amenity and risk to public health were effectively managed.

The community continued to engage at City led events and welcomed the opportunity to receive education and interact with informational updates through social media outlets. Community engagement must be maintained and focused to ensure residents are well informed and reassured that the City is committed to provide an effective and innovative mosquito management program in line with the priorities, objectives and outcomes of the Strategic Community Plan 2020-2040.

## **RECOMMENDATION**

### **That Council:**

- 1. Receives the City of Mandurah Mosquito Management Program: 2019/20 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 ongoing 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.**



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<b>6</b>	<b>SUBJECT:</b>	Point Grey Amendment 314 Shire of Murray Town Planning Scheme 4
	<b>DIRECTOR:</b>	Director Strategy and Economic Development
	<b>MEETING:</b>	Council
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

The Shire of Murray has prepared a Scheme Amendment to Town Planning Scheme No. 4 ('Scheme 4'), proposing to modify the special provisions for the Point Grey Special Development Zone, as set out in Schedule 7 of the Scheme to:

- Remove discretion for planning approval of a marina
- Amend or remove other provisions relating to a marina
- Make other consequential changes to reflect this.

Under the existing provisions of the Shire's Scheme No 4, an approved structure plan for the site allows for a marina and marine village precinct as a focal point for the overall urban development of the subject land. A 2.5km long, 50m wide navigation channel across the Peel Harvey Estuary to connect the marina to the Dawesville channel is also proposed.

The amendment proposed by the Shire of Murray, if granted approval by the Minister for Planning, would result in a Marina being classified as a prohibited use. This would result in negating the need for a navigation channel to be constructed across the estuary. Council has previously expressed concerns with regards to the construction and management of the navigation channel and resolved to advise the relevant Ministers that the City will not be maintaining the proposed channel.

For this reason, it is recommended that Council authorise officers to prepare a submission in support of proposed Amendment 314 to Shire of Murray Town Planning Scheme 4.

## Disclosure of Interest

Nil

## Previous Relevant Documentation

- G.21/8/19      27 August 2019      Council resolved to reaffirm its previous position in relation to the Point Grey Marina and associated navigational channel and advise the relevant Ministers that the City will not be maintaining the proposed navigational channel.
- G.26/12/11      14 December 2011      Council resolved to appeal the EPA's decision to recommend approval for the construction of a navigation channel and marina at Point Grey and advise the Minister for Transport that the City of Mandurah will not be maintaining the proposed navigation channel.

## Background

Investigations into the urban and tourist development at Point Grey within the Shire of Murray have been undertaken since the early 1990's. In 1997, Point Grey was identified as a future tourist node in the Western Australian Planning Commission's (WAPC) Inner Peel Region Structure Plan, and was then identified as 'Urban Deferred' when the Peel Region Scheme was introduced in 2003. In 2009, the Urban Deferred land was transferred into the Urban zone under the Peel Region Scheme.

In 2011, the subject land was zoned “Special Development’ under the Shire of Murray’s Town Planning Scheme 4 (TPS4), which allowed for a number of uses, including a marina, and required the development of a structure plan to guide the subdivision and development of the land. Additionally, in 2011, the WAPC approved a structure plan over the site, which showed a marina and marina village precinct as a focal point for the overall urban development of the site.

In its assessment of the scheme amendment including Point Grey into the ‘Special Development’ zone within Scheme 4, the Environmental Protection Authority (EPA) advised the proponent that a separate environmental approval for the marina component of the structure plan would be required under Section 38 of the EP Act. A proposal was subsequently submitted for the construction and management of an onshore marina (and associated infrastructure) on the western side of the Point Grey peninsula, and the construction of a 2.5 km navigation channel across the Harvey Estuary from the marina to the Dawesville Channel. The proposal was subject to a Public Environmental Review.

In December 2011, the EPA released its report to the Minister for Environment, recommending approval of the marina and associated navigation channel, subject to conditions.

At its meeting of 14 December 2011, Council considered a Notice of Motion, regarding the EPA’s report, and recommended that:

1. *Council writes to the Minister for Environment; Water requesting that the appeal period for the Point Grey Marina (EPA Report 1420, December 2011) be extended to Friday 20 January 2012.*
2. *Council writes to the Federal Minister for Sustainability, Environment, Water, Population and Communities advising that the City of Mandurah would prefer that the Commonwealth Department of Sustainability, Environment, Water, Population and Communities carries out its own assessment on all controlled actions under the Environmental Protection Biodiversity Conservation Act 1999 for proposals which impact upon the Ramsar listed Peel Inlet-Harvey Estuary.*
3. *Council writes to the Minister for the Environment; Water requesting that the City of Mandurah be consulted over the conditions to be imposed by the Department of Water’s licence under the Waterways Conservation Act; that the City of Mandurah be provided with the opportunity to have input into the Dredge Spoil Disposal Management and Monitoring Plan, and that the Plan be the subject of a peer review.*
4. *Council writes to the Minister for Mines and Petroleum; Fisheries; and Electoral Affairs requesting that the City of Mandurah be consulted over the preparation of the Fisheries Management Plan associated with the Point Grey Marina development, and the Plan be the subject of a peer review.*
5. *Council writes to the Minister for Transport; Housing; Emergency Services advising that the City of Mandurah will not be maintaining the proposed navigational channel.*
6. *The City of Mandurah lodges an appeal against the Environmental Protection Authority decision on the proposed Point Grey Marina proposal (EPA Report 1420, December 2011), on the basis that the Peel Inlet-Harvey Estuary is both Ramsar listed and very important to the local community on recreational and economic grounds and as such, the Environmental Protection Authority decision ought to be peer reviewed to ensure that the science supporting the EPA decision is subject to a rigorous review process.*
7. *The Chair of the Environmental Protection Authority be invited to the City of Mandurah to discuss the proposed Point Grey marina and the EPA’s assessment of the proposal.*

In 2012 the Minister for Environment approved the marina proposal for implementation, subject to conditions. The State Environmental approval initially required the substantial commencement of the marina by 1 August 2017. This was extended in April 2017 to June 2019, and in September 2018 a further extension was granted until 1 August 2022.

Commonwealth environmental approval was initially granted in June 2014 with a condition requiring commencement by June 2019. In March 2019, this approval was extended until March 2029.

In 2019, a development application was submitted to the Shire of Murray, proposing the excavation of soil within part of the footprint of the proposed marina, and the depositing of the fill on the adjacent land. The applicant had advised that the rationale for the earthworks was to achieve substantial commencement of the marina under both the State and Federal environmental approvals. In April 2019, the Shire of Murray resolved to refuse the application. An amended application was subsequently received which modified the area to be excavated to exclude foreshore vegetation. This application was again refused by the Shire of Murray.

An appeal was then lodged with the State Administrative Tribunal (SAT) by the applicant against the Shire's decision.

In August 2019, Council considered a notice of motion to reaffirm the City's position regarding the proposed navigation channel and advocate alongside the Shire of Murray in its engagement of State and Federal Ministers against the proposed channel. At this meeting it was resolved that:

- 1. Council confirms its position as resolved in 2011 in relation to the Point Grey Marina and associated navigational channel, and advises the relevant Ministers that the City of Mandurah will not be maintaining the proposed navigational channel;*
- 2. Council authorises the Mayor to advocate alongside the Shire of Murray in their engagement with State and Federal Ministers and Members of Parliament in relation to the proposed navigational channel across the Peel -Harvey Estuary from Point Grey to the Dawesville Channel.*

In November 2019, the SAT dismissed the appeal against the Shire of Murray's refusal against the proposed excavation of soil within the footprint of the proposed marina site.

In June 2020, Shire of Murray resolved to initiate Amendment 314 in order to modify the special provisions for the Point Grey Special Development Zone, as set out in Schedule 7 of the Town Planning Scheme 4 to:

- Remove discretion for planning approval of a marina
- Amend or remove other provisions relating to a marina
- Make other consequential changes to reflect this.

The Shire of Murray has stated the following key reasons for initiating the amendment:

- **Asset management:** The Shire has significant concerns about how a sustainable financial model could be devised which does not place a significant financial risk on the community, given the scale of the channel, the likely frequency of required maintenance dredging, the substantial costs involved, the environmental risks, the size of the planned Point Grey community and the likely slow development rate.

A public agency would need to take responsibility for the management of the marina and channel in the case of default by the developer and to take over the funding responsibility at the conclusion of the developer's management term, which the WAPC DC Policy 1.8 states is normally five years. Both the Shire of Murray and the City of Mandurah have resolved they will not take on this responsibility.

- **Ecological health of, and impacts on, the Peel Harvey Estuary:** Whilst the marina and channel have received State and Federal environmental approvals, the ARC Linkage Research released in 2019 provides robust evidence of the declining health of the Estuary and forecasts this decline to continue in the future. There is particular concern over the dredging negatively the health of the estuary.

- Coastal Planning: Whilst a climate change vulnerability assessment was undertaken for Point Grey in 2009-10, the Shire states this does not meet the current CHRMAP guidelines. The Shire has concerns over the appropriateness of a marina in this location.
- Bushfire Planning: The subject land is identified as being bushfire prone. The Shire has significant concerns over the merit of planning such a significant population and visitor attraction at Point Grey, within only a single public road access, which also traverses bushfire prone land.

### **Comment**

Whilst the Point Grey development site is outside the jurisdiction of the City of Mandurah, the proposed navigation channel and the potential impacts the marina and channel may have on the Peel Harvey Estuary are of significant concern.

The Peel Harvey Estuary and the associated waterways are the most significant physical asset in the Peel Region and are highly valued by the community.

The estuary is an important part of the Peel-Yalgorup wetland system, which in 1990 was designated a 'Wetland of International Importance' under the Ramsar Convention of Wetlands. The Estuary supports a commercial fishing industry and recreational fishing sector and underpins the regions tourism sector. Preserving the ecological health of the Estuary is central to the Peel region's community values and results in significant economic benefits for the region through tourism, commercial fisheries and recreational activities.

The Shire's concerns regarding the impact of the proposed marina and navigation channel on the future health of the estuary are shared. In addition, the Shires concerns with regards to the ongoing management and maintenance of the navigation canal are considered valid given both the Shire of Murray and the City of Mandurah have resolved not to take on this responsibility. No further costing or funding models have been prepared and the future management of the canal remains unclear.

For this reason, it is recommended that Council prepares a submission in support of the Shire of Murray's amendment.

### **MEAG Comment**

Due to the timeframes associated with the submission period for Amendment 314, this item was not able to be presented to MEAG prior to it being presented to Council.

### **Statutory Environment**

Scheme amendments are prepared under Part 5 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

### **Policy Implications**

Nil

### **Economic Implications**

Preserving the ecological health of the Estuary is central to the Peel region's community values and results in significant economic benefits for the region through tourism, commercial fisheries and recreational activities.

### **Risk Analysis**

Nil

## Strategic Implications

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Environment:

- 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.
- Protect and manage our local natural environment and ensure that our actions to manage land-based assets don't adversely impact our waterways.

### Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values.

## Conclusion

The amendment proposed by the Shire of Murray, if granted approval by the Minister for Planning, would result in a Marina being classified as a prohibited use within the Point Grey development site, negating the need for a navigation channel to be constructed across the estuary. Council has previously expressed concerns with regards to the construction and management of the navigation channel and resolved to advise the relevant Ministers that the City will not be maintaining the proposed channel.

For this reason, it is recommended that Council authorise staff to prepare a submission in support of proposed Amendment 314 to Shire of Murray Town Planning Scheme 4.

## RECOMMENDATION

**That Council authorise officers to prepare a submission supporting proposed Amendment 314 to Shire of Murray Town Planning Scheme 4.**

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7	<b>SUBJECT:</b>	2020/21 Festivals and Events Program Considerations
	<b>DIRECTOR:</b>	Director Strategy and Economic Development
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

On Monday 17 August, the State Government announced that the transition to phase 5 COVID-19 restrictions will be delayed until 24 October. Following this delay, the State Government released updated guidelines for event organisers on Friday 18 September in an effort to allow events to occur safely under phase 4 restrictions, and ensure patrons are confident to attend events. The requirements under these guidelines include:

- Develop a COVID Event Plan that will be adhered to at all times for the duration of the event.
- Maintain a minimum of two square metres per person.
- Carefully manage shared spaces to ensure physical distancing is maintained.
- Maintain hygiene standards and disinfection regimes.
- Ensure staff are informed and trained to implement public health measures.
- Maintain attendance records of patrons and staff for the purposes of contact tracing, where possible.
- Appoint COVID Safety Marshals whose sole responsibility is to maintain adherence to COVID Event Plan (including the management of two square metres per person).
- Event organiser to register the event on the WA Government Department of Health website.

The State Government Guidelines for events also outline an amended approval process, which categorises events into low, medium or high-risk, dependent on the size and nature of the event. With consideration to the City's program of events including the Mandurah Street Party, Mandurah Christmas Pageant, New Year's Eve fireworks and the Mandurah Crab Fest, all of the City's events will fall in the high-risk category due to the number of patrons, and limited ability to contact trace patrons attending the event due to the open air and accessible nature of City events. In accordance with the new guidelines, the COVID Event Plan for all high-risk events are subject to approval from the WA Chief Health Officer. Based on a recent risk assessment conducted by City officers, the transition to phase 5 is extremely important for the safe delivery of City of Mandurah events. The risk assessment that was conducted based on phase 4 restrictions determined that the City's events program is considered a high risk in the attributes of reputation, governance and safety even with possible treatment measures in place. Officers are also extremely mindful that the possible treatment options identified to mitigate the risk have not been tested in the current pandemic situation for an open-air large-scale event.

Council is requested to note the current impact that Phase 4 and Phase 5 restrictions will have on City events and to determine a course of action based on the level of COVID-19 restrictions in place post the State Government decision on those restrictions to be announced on 24 October.

## Disclosure of Interest

Nil

## Location

All of the City of Mandurah events are held within the City Centre, however the footprint differs based on the event. Below is a brief outline of the event footprints.



Event	Description of location(s)
Mandurah Street Party (Saturday 7 November 2020)	Mandurah Terrace (Pinjarra Rd to Gibson Street). Road closures will be in place, and consideration has been given to equipment and infrastructure placement. This event will be an open event providing increased alfresco dining, and promoting foot traffic into the local businesses.
Mandurah Christmas Pageant (Friday 4 December 2020)	Mandurah Terrace (Pinjarra Rd to Hackett Street). Road closures will be in place, however, the area for the crowd is limited to the footpath and edge of the road to allow for pageant floats to pass by safely. The participants within each float will also need to be considered when planning to safely manage the 2 square meter rule at this event.
New Year's Eve Fireworks (Thursday 31 December 2020)	Eastern Foreshore, Henry Sutton Reserve, Hall Park and Stingray Point.
Mandurah Crab Fest (Sat 21 & Sun 22 March 2021)	Eastern Foreshore, Mandjar Square.

### Previous Relevant Documentation

- G.21/7/20 28/07/2020 2020/2021 Events Program: Council endorsed amended program of City events for 2020/2021, noted the 2020/21 draft Calendar of Events including all external events currently secured and noted that a new working group model was being developed for the planning and delivery of future City events.

### Background

City of Mandurah events are planned, managed and delivered as mass participation events that increase community pride, encourage community connectedness, and engage partnerships with key stakeholders to achieve positive economic outcomes for the local business community.

Whilst the attendance for the Mandurah Street Party is unknown due to this being its first year, last year's event program (2019) recorded approximately 15,000 people at the Mandurah Christmas Pageant, 18,000 at the New Year's Eve Celebrations and in excess of 100,000 over the two days at the Mandurah Crab Fest. With these numbers in mind, and consideration to the number of people within Western Australia that have been unable to attend free events, the City needs to be mindful of how many people are likely to attend, and have confidence that this can safely be managed in accordance with current State Government Guidelines.

### Comment

The advice from the Department of Health and State Government representatives is that the new guidelines will allow events to happen safely, and provide the community with a level of confidence that they can attend events. Unfortunately, the guidelines are most beneficial for ticketed events that can control their attendance numbers, with free open-air major events being uncertain about their abilities to manage the risks.

Fortunately, the City's program of events is spaced out across the year and encompasses a number of external events that are still able to go ahead due to their size and nature. The City also has Crab Fest in March 2021, which has potential to proceed if the State Government announce a transition to phase 5 before Christmas.

### Consultation

Officers have consulted with other Local Governments to determine their confidence in running free mass participation events in accordance with the guidelines released by the Department of Health in September.

Whilst some Local Governments have made amendments to a few events by planning the installation of temporary fencing around the perimeter, and introducing a ticketing method to adhere to contact tracing and number restrictions, the majority of Local Governments are waiting for the easing of restrictions before they can confidently deliver mass participation events.

## Statutory Environment

The current statutory and legislative requirements to plan and manage any of the major City events include:

- [COVID Event Guidelines](#)
- [Closure and Restriction \(Limit the Spread\) Directions \(No 6\)](#)

## Policy Implications

[POL-RCS 05 Events within the City of Mandurah](#) is relevant to this report.

## Economic Implications

Based on the uncertainty surrounding events within the current pandemic climate, officers have been sourcing quotations with a 90 day validity period, and have retained the ability to cancel without any financial implication to the City. The only cost applicable to the next three months of events is a traffic management plan to the value of \$1,215, which will be utilised for future events should this season be cancelled. In relation to the Mandurah Crab Fest, Officers are currently sourcing talent for the event and will be negotiating a phased payment structure upon signing of the agreement which will protect the City financially should the event need to be cancelled in December.

The City's internally delivered events this year have been programmed with the objective of increasing economic outcomes for local businesses. Being mass participation events, the objective of the amended program is to encourage people into the City Centre to participate in events and increase foot traffic into the surrounding local businesses, in an effort to support those businesses to recover from the financial losses that resulted from COVID-19. Under the current State Government Guidelines, the City will need to mitigate the risk of overcrowding that will prohibit the City from maintaining the required physical distancing requirements, and have plans in place to shut down the event should this situation occur in accordance with the *Closure and Restriction (Limit the Spread) Directions (No 6)*.

Officers have identified ways that events can be held under phase 4 restrictions, and have determined that taking these precautions may potentially result in a negative outcome for local businesses and the City. For example, in order to confidently host an event under phase 4 restrictions the event space should be fenced off, with specific entry and exit points in order for patrons to be counted as they enter/exit. Whilst this will ensure the City is able to provide adequate staff resources to safely manage the requirements outlined in the current guidelines, it limits the businesses opportunities to increase patronage from the event audience. There will also need to be entertainment elements and/or activations to be either reduced or removed due to the budget allocation to fence the event perimeter in order to adhere to these guidelines, as well as the potential need for increased staff resourcing in order to manage physical distancing.

## Risk Analysis

City Officers have conducted risk workshops incorporating the Festivals and Events team, City Centre Activation team, Arts and Culture, Emergency Management, Corporate Communications, Governance and Health Services. Officers workshopped a number of different scenarios that need to be incorporated into the Risk Management Plans for all events, including an infected person attending the event, overcrowding, inability to maintain two square metres per person, or an outbreak of COVID-19 within the community as a result of the mass gathering, to name a few.

The current advice from the WA State Government (phase 4) requires a minimum of two square metres per person which indicates that the risk of community transfer is higher now than it will be under phase 5 restrictions. Through the risk workshops, City officers have identified ways to help reduce the risk for the City, however the measures in place would be difficult to manage without incurring additional financial

costs and human resources. Officers are also mindful that the measures identified have not been tested in the current pandemic situation for an open-air large-scale event, and therefore their effectiveness is unknown.

There is also a significant reputational risk that needs to be taken into consideration, particularly around the expectation of City of Mandurah events to be professionally managed and delivered as they have been for over 20 years. With this in mind, officers are mindful of the public perception of hosting a major event within the current restrictions, and the impact that could have on our community and organisational reputation.

## **Strategic Implications**

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Economic:

- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

### Social:

- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.

### Health:

- Facilitate and partner with key service providers including State and Federal Government to ensure health outcomes are aligned with community needs and expectations.

### Organisational Excellence:

- 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.

## **Conclusion**

In order to meet the objectives of the City's 2020/21 events program, the easing of restrictions to phase 5 and the removal of the two square metre rule are required before the City can confidently deliver its large scale, open air program of events as is currently being planned. Until this time, the safest way to plan and deliver all other events (other than large scale, open air events) is in a "ticketed" format that requires areas to be delineated to ensure appropriate physical distancing requirements can be adhered to, or on a smaller scale that would be categorised as "activations" as opposed to "events".

The City has a strong reputation for delivering professionally run events that attract a large local and intrastate audience. Based on the success of the event program, and its ability to attract large numbers of people into the City Centre and surrounding local businesses, officers are recommending that the program of large scale, open air events is withheld until Western Australia moves into phase 5 restrictions. The easing of restrictions to phase 5 will result in Western Australia having full stadiums again, the removal of the two square metre rule, and therefore some confidence that the risk of community transmission is lower than it is under phase 4.

With consideration that there is still more time to withhold the decision regarding the cancellation of the Mandurah Crab Fest, officers are recommending that the decision to proceed with the 2021 Mandurah Crab Fest is withheld until December 2020, and will be based on the current State Government advice in December.

The WA State Government is due to make a decision on the potential move from Phase 4 to Phase 5 restrictions on 24 October 2020. As a result, two sets of recommendation have been developed for Council's consideration subject to that decision. Should an alternative option be implemented by the WA State Government on or before the 24 October, an alternative recommendation may need to be considered.

## **RECOMMENDATION**

**That Council:**

### **Option 1**

**Noting that Phase 4 COVID-19 Restrictions have been extended beyond 24 October;**

- 1. Endorse the postponement of the Mandurah Street Party scheduled for 7 November 2020 to a future date in 2021, with the exact date to be confirmed once the State Government has announced the transition to Phase 5 COVID-19 Restrictions.**
- 2. Cancel the Mandurah Christmas Pageant scheduled for 4 December, with the current budget allocation to be reallocated to smaller activations that complement the month of Christmas and work towards current economic objectives.**
- 3. Cancel the New Year's Eve fireworks celebrations scheduled for 31 December, with the current budget allocation to be reallocated into a new 'Event Reserve Fund' to be used for the future attraction of new events to Mandurah or for the enhancement or growth of an existing City event.**
- 4. Note that any decision regarding the possible cancellation of the 2021 Mandurah Crab Fest will be postponed until December, subject to the transition to Phase 5 COVID-19 Restrictions being announced during or before December.**

Or

### **Option 2**

**Noting that Phase 5 COVID-19 Restrictions have been announced and adopted by the State Government;**

- 1. Proceeds with the delivery of the Mandurah Street Party scheduled for 7 November 2020, noting the reduced timeframes available to market and promote the event.**
- 2. Proceeds with the delivery of the Mandurah Christmas Pageant scheduled for 4 December 2020.**
- 3. Proceeds with the delivery of the New Year's Eve fireworks celebrations scheduled for 31 December, 2020.**
- 4. Proceeds with the delivery of the Mandurah Crab Fest scheduled for 20 and 21 March 2021.**
- 5. Notes the need to reconsider the cancellation of the above events should the restrictions relating to physical distancing be re-introduced by the State Government based on advice from the WA Chief Health Officer.**

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8	<b>SUBJECT:</b>	Supply, Installation and Maintenance of Bench Advertising
	<b>DIRECTOR:</b>	Business Services
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

The City of Mandurah (the City) currently provides signage infrastructure at various locations for the purposes of commercial and community advertising. The City, through a number of contracts for the supply of signage infrastructure including Illuminated Street Signs and Bench Seats, receives revenue from signage companies (suppliers) who are responsible for the installation and advertising.

The City currently has a contract for the Supply, Installation and Maintenance of Bench Seat Advertising. This contract, which has been in place since August 2010, is due to expire on 28 November 2020. Previous contracts for the supply of bench seats have dated back to 1984.

In the absence of a strategic approach to the management of signage infrastructure across the City, it is recommended that the Supply, Installation and Maintenance of Bench Advertising Contract not be renewed.

Council is now requested to support the recommendation to not renew the Supply, Installation and Maintenance of Bench Advertising contract.

## Disclosure of Interest

N/A

## Previous Relevant Documentation

- |              |                   |                       |
|--------------|-------------------|-----------------------|
| • G.32/11/07 | 20 November 2007  | Tender 08-2007        |
| • G.19/9/15  | 19 September 2015 | Extension of Contract |

## Background

A background of the supply contract is below:

- In December 1984, the City approved a three year contract.
- In January 1989, the City approved a three year term with a three year option (*6 years to Jan 1994*).
- In May 1997, the City approved a five year term with five year option (*10 years to May 2007*).
- In 2007, the City invited tenders for the supply of labour, plant and materials to install and maintain seats for the use by the public at certain sites within the City at the Contractors expense for a period of five years with an option to extend for a further five year period subject to Council approval. Following extensive negotiations with the Contractor, the contract was not awarded until 2010.
- At the Council Meeting of 19 September 2015, Council accepted a five year contract extension until 26 August 2020.
- The current contract was due to expire on 26 August 2020, however was extended by mutual agreement with the Supplier under the reg. 11(2)(ja) of the *Local Government (Functions and General) Regulations 1996* until 28 November 2020.

## Comment

Signage infrastructure in roads reserves delivered under contracts have not been strategically addressed by the City for many years. The finalisation of the Supply, Installation and Maintenance of Bench

Advertising Contract on 28 November 2020 represents an opportunity for Council to develop a strategic approach to signage and consider how the bench seats may be used to promote community messaging, art work, tourist attractions or events at the City.

This strategic approach to signage will assist to reduce visual pollution, contribute to the amenity of the City of Mandurah and ensures advertising is consistent with the City's Strategic Community Plan 2020 – 2040 and Public Health and Wellbeing Plan 2020 -2023.

Under the Supply, Installation and Maintenance of Bench Advertising Contract, the Supplier is required to manage the advertising, installation and maintenance of the bench seats for safe community use. Under the contract the Supplier retains ownership of the community seats and advertising seats, however donates five seats per year to the City. The Supplier promotes the advertising seats to businesses and community groups and in return receives a revenue from this service. Under the contract the City receives \$5,000 per annum from the Supplier to advertise on City managed land.

A summary of the current contract implications is detailed in the Confidential Attachment.

### **Statutory Environment**

*City of Mandurah Local Government Property and Public Places Local Law 2016*

### **Policy Implications**

N/A

### **Economic Implications**

The City currently receives \$5,000 per annum in revenue from this contract. The reduction in revenue presents minimal financial risk to the City.

### **Risk Analysis**

The risk implications are addressed in the Confidential Attachment.

### **Strategic Implications**

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

#### Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- 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.
- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values.

### **Conclusion**

City Officers are recommending that the contract is not renewed and that the bench seats that are remaining are used to promote community messaging, art work, tourist attractions or events at the City.

NOTE:

- Refer ***Confidential Attachment*** ***To follow under separate cover.***



## **RECOMMENDATION**

**That Council supports the non-renewal of the Supply, Installation and Maintenance of Bench Advertising contract.**

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<b>9</b>	<b>SUBJECT:</b>	COVID-19 Preliminary Review and Planning
	<b>DIRECTOR:</b>	Director Corporate Services
	<b>MEETING:</b>	Council Meeting
	<b>MEETING DATE:</b>	27 October 2020

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## Summary

The impact of the COVID-19 pandemic has been profound globally and locally. Western Australia is one of the few jurisdictions that has been able to stop community transmission. This has enabled a phased reduction in public health restrictions, and for many, a return to normality.

While the virus is currently controlled, the risk of outbreaks and community transmission returning to WA and Mandurah remains. It is important for the City to take the opportunity to revise its pandemic planning and ensure it is prepared to play its role in supporting the community and minimising the impact of any potential COVID-19 resurgence.

This report is provided to summarise actions to this point and update Council on planning that is being undertaken to support our community. Formal endorsement of the City's Pandemic Plan is sought which will form a sub-plan of the City's Local Emergency Management Arrangements.

## Disclosure of Interest

Nil

## Previous Relevant Documentation

- SP.3/5/20      12 May 2020      Notice of Intention to Impose the 2020/2021 Differential Rates and Minimum Payments
- SP.4/5/20      12 May 2020      Restart Mandurah Funding Program
- SP.5/5/20      12 May 2020      Adoption of Amendments to Procurement Policy

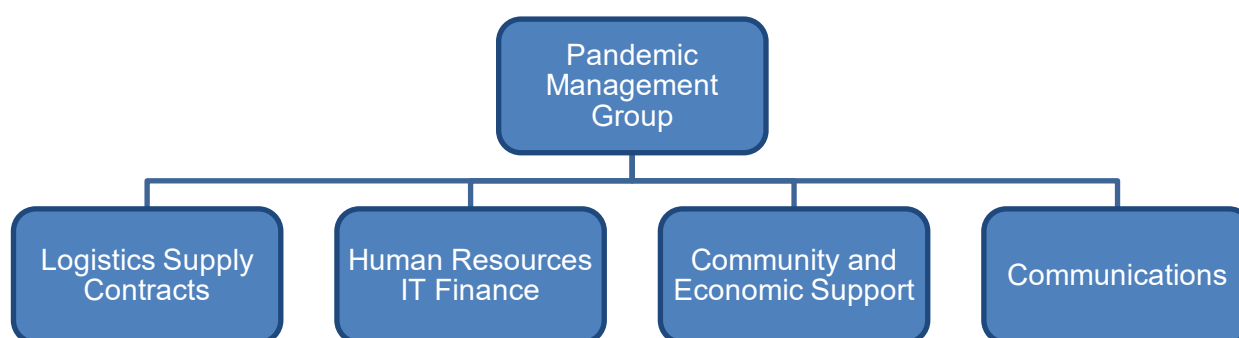
## Background

The COVID-19 pandemic has been devastating for the global community. Since the declaration of the State of Emergency on 15 March 2020, a wide range of advice and formal directions have been issued to limit the spread of the virus within WA. The measures taken have been effective and at the current time there has been no community spread of the virus for 5 months.

Local governments have an important part to play in supporting preparation, response and recovery in emergencies. Some of these responsibilities are legislated through the Emergency Management Act 2005, while others relate to our care and support for our community directly or in collaboration with state and federal government and other stakeholders. The City is committed to continuing to provide essential services that the community rely on, even in the most difficult of times.

As part of the first wave of COVID-19 within WA, the City utilised previous planning completed as part of the H1N1, swine flu outbreak in 2009 to guide its initial actions. A Pandemic Management Group was formed of key staff in the initial stages to respond, however it quickly became clear that the impact of this pandemic was of scale and intensity far beyond what had been seen before. A revised response framework was established drawing together a wide range of internal and external stakeholders.

The initial structure was developed as follows:



The Pandemic Management Group consisted of the Mayor, CEO and Managers and staff from key business areas, with the group meeting weekly in the early stages of the pandemic. Specific sub groups were formed consisting of skilled staff to allow focus on the many areas that required attention in the following areas:

- Logistics, Contracts and Supply
- Human Resources, Information Technology and Finance
- Community and Economic Support
- Communications

In addition to their own sub group, a Corporate Communications team provided a member on each of the groups.

Given the breadth and sensitive nature of the required decision making, a Pandemic Management Sub Group was formed consisting of the leads of the technical sub groups and all members of the Executive Leadership Team (ELT) to allow rapid decision making on critical issues that were arising at tremendous pace. The group met twice weekly during the height of the initial response to the first wave of cases.

The larger Pandemic Management Group transitioned into an information sharing forum which was critically important in keeping the organisation informed about changes and issues that were presenting.

A summary of the activities in the relevant sub groups are provide in Table 1.

Table 1 Summary Work Undertaken by Pandemic Sub Groups

Sub Group	Example Pandemic Activities
Logistics Contracts and Supply	<ul style="list-style-type: none"> <li>• Communicate with contractors to establish supply capabilities and identify any potential issues</li> <li>• Oversee necessary variations to existing contracts</li> <li>• Supporting alternate arrangement to Lessees of City facilities</li> <li>• Management of increased cleaning of City facilities</li> <li>• Supported installation of public health advisory signage</li> <li>• Support the necessary cancellation of events</li> <li>• Assist in the minimisation of cash handling</li> <li>• Support changes to facility operations and closures</li> <li>• Respond to legislative changes relevant to local government such as meeting operations and procurement</li> </ul>
Human Resources, Information Technology and Finance	<ul style="list-style-type: none"> <li>• Development of a staff skills register</li> <li>• Assist in the implementation and management of safe work practices including infection control</li> <li>• Mental Health Support and Safe Return to Work and Return to Office planning</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide ongoing modelling of current financial positions and decision impacts</li> <li>• Assess financing and funding options that became available</li> <li>• Manage the implementation and risks associated with remote working</li> <li>• Manage staff stand downs and redeployments</li> <li>• Supported external stakeholders with redeployed staff</li> <li>• Respond to legislative and policy changes impacting the workforce</li> <li>• Coordinate volunteer management and support</li> <li>• Formation of a Resource Review Structure to guide service delivery decision making</li> </ul>
Community and Economic Support	<ul style="list-style-type: none"> <li>• Rates &amp; Fee Relief - \$4.48 million in rate and fee relief</li> <li>• COVID Economic Taskforce &amp; Business Support</li> <li>• Restart Fund - \$5 million COVID Fund created</li> <li>• Structure created and regular engagement with key stakeholders including not for profits and government agencies</li> <li>• Engagement with the community by Mayor and Councillors</li> <li>• Neighbour Postcard Distribution</li> <li>• Prepare and recommend economic stimulus measures</li> <li>• Support the use of community buildings for community support</li> <li>• Support to Police in the administering of distancing requirements and beach closures</li> <li>• Establishment of a COVID-19 Community Grants Program</li> <li>• Recommendations on the acceleration of infrastructure projects</li> <li>• Direct communication with businesses to provide guidance and assistance to adjust business models</li> <li>• Engagement with the Department of Health and WALGA</li> <li>• Telephone Welfare Checks for elderly and vulnerable people</li> <li>• Support for Emergency Food Distribution</li> <li>• Communication through the Emergency Management Framework and support for the Local Emergency Management Committee and Incident Support Group</li> <li>• Support for Buy Local Campaigns</li> <li>• Support for campaigns to increase visitor numbers</li> <li>• Online Crisis Management Training</li> <li>• Business Recovery Workshops</li> <li>• COVID-19 Financial Assistance grants</li> <li>• Connection with education and training institutions</li> <li>• Preparation of a family support guide</li> <li>• Consolidated list of support numbers</li> <li>• Emergency Assistance and Support Guide</li> </ul>
Communications	<ul style="list-style-type: none"> <li>• Support for State and Federal public health messaging</li> <li>• Provision of Emergency Updates</li> <li>• Encourage information collection from reputable sources</li> <li>• Media monitoring</li> <li>• Tracking and distribution of legislated directions and guidance documents</li> <li>• Communicate facility and infrastructure closures</li> <li>• Website management</li> </ul>



	<ul style="list-style-type: none"><li>• Assist in the delivery of FAQ's on issues for staff and the community</li><li>• Media Releases and Social Media</li><li>• Elected Member Updates and FAQ's</li><li>• Document design</li><li>• Translations of key documents</li><li>• Promotion on inclusive information sources</li></ul>
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## Comment

In reviewing the planning for a potential resurgence in COVID-19 a range of actions are now being undertaken in preparation, drawing on learnings from the first wave and through experience from other jurisdictions.

In the current context in Western Australia the response phase and many of the actions noted within the Pandemic Plan are likely to align with a return of community spread within Western Australia. There are many variables that may impact the timing and necessary actions, however given the success WA has achieved thus far it is considered likely that outbreaks will see a swift response to ensure they are rapidly contained.

In assessing some of the strengths in the City's initial response to the first wave of the pandemic the City was able to manage a dynamic and changing environment. The established structure provided clarity around responsibility and decision making and was able to provide connection between staff of all levels.

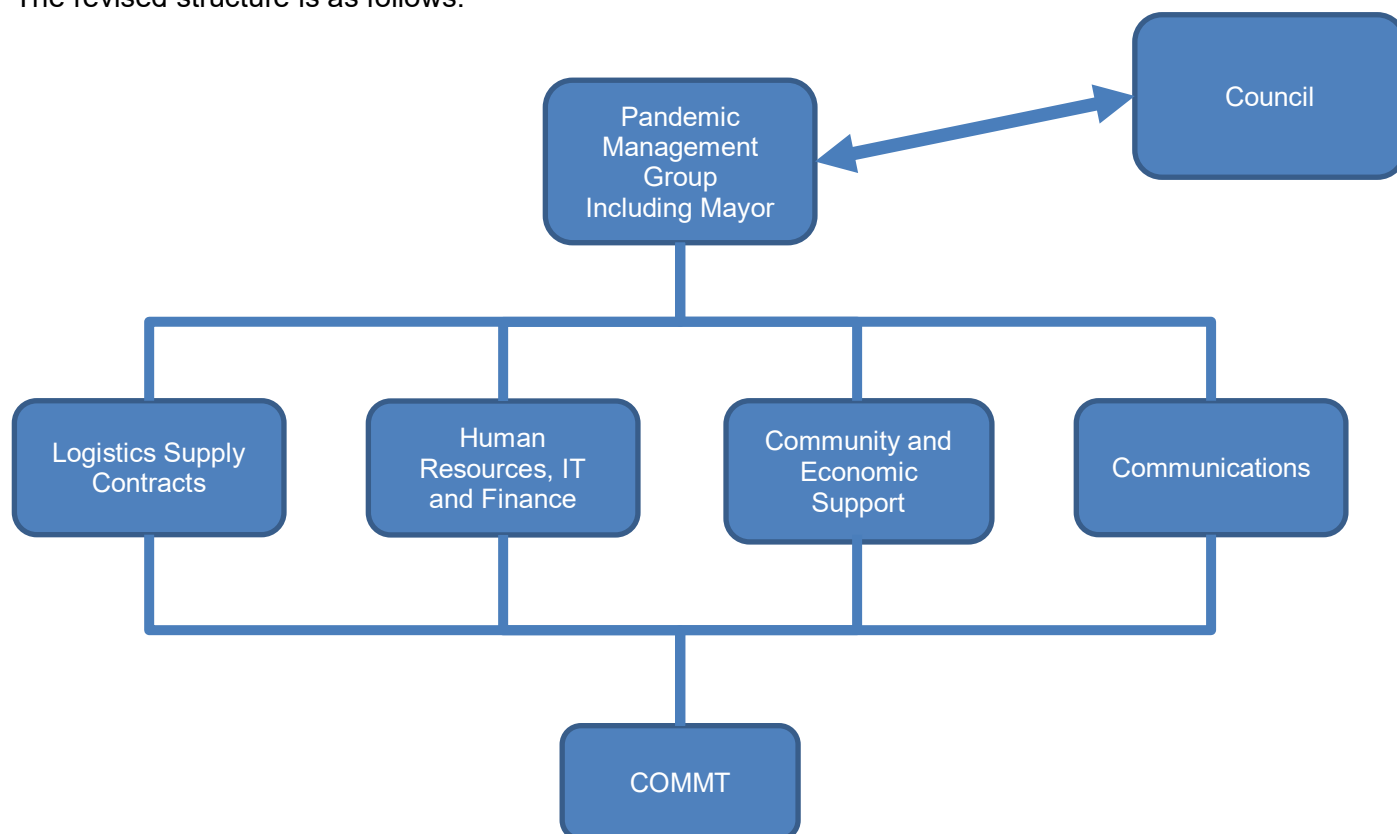
The City has received positive feedback from the community surveyed via the Community Resilience Scorecard around its overall response to the pandemic, its proactive efforts to minimise risk, for example, through decisions to close major events such as Crabfest and its engagement with stakeholders and targeted support for the fundamental public health messaging. The City also received positive feedback about innovative approaches to service delivery particularly through Libraries, Seniors and the Mandurah Aquatic and Recreation Centre.

## Structure Changes

The City has consolidated the Pandemic Group and Pandemic Sub Group into a single Pandemic Group consisting of ELT representatives and the leads of the sub groups. The group also includes key staff with liaison responsibilities with the Department of Health and the Emergency Management Framework.

The change will see the utilisation of the City of Mandurah Management Team (COMMT) as the information sharing and cascading of key actions and decision making within the City which was previously the Pandemic Group. COMMT has a standing agenda item covering pandemic updates.

The revised structure is as follows:



#### Logistics, Contracts and Supply

- There will likely be a significant increase in the use of masks and other PPE in any further community spread of COVID-19. This is being actioned through the early sourcing and maintenance of supply together with consideration of training and monitoring of its safe use. Additional waste management requirements are being considered for both City and community waste generation.
- The City has developed planned responses to the effect of Emergency Management Directions on City facilities including required cleaning, record keeping of attendees and potential facility and event closures.
- The City has established agreed procedures on the management of leases and hire arrangements of City assets and processes for varying their arrangements.
- The City has established template communications, contract clauses and processes for contractors and suppliers to quickly respond to impacts on service delivery associated with Emergency Management Directions.
- The City may have a role in supporting contact tracing and the logistics of mass vaccination and communication with key agencies will be maintained to provide any assistance if needed.

#### Human Resources, Information Technology and Finance

- The City has an improved understanding of the organisation's ability to rapidly transition to a remote working model and the importance of effective communications and recognition of potential vulnerabilities.

- There is increased recognition of the resource requirements of essential business area requirements such as the Human Resources, Communications, Information Technology, Elected Member Support and Emergency Management teams.
- Processes are in place to support decision making around redeployment and project opportunities.
- There is recognition of the potential for increased mental health impacts and dissent with the reinstatement of government restrictions and the focus that must go into supporting the community and staff.
- There are processes for the monitoring of service demand and resource constraints.
- Identification and exploration opportunities for external redeployments to support local stakeholders.
- There is a financial crisis plan in place that identifies the process and funding sources available, if cash flow becomes an issue.

#### Community and Economic Support

- The City has increased engagement with the aged care sector following growing concern regarding the potential impacts of COVID-19 infection in aged care facilities. An emergency planning session brought together key stakeholders to work through a range of scenarios involving the residential aged care, independent living and home and community care environments.
- Recognition of the crucial role local government plays in being in close liaison with local business in steering them to sources of information, advice and support in collaboration with stakeholders.
- Recognition of the potential impacts of changes in the Job Seeker, Job Keeper, Rent Moratorium and other government support packages on the local community.
- Continued identification of stimulus opportunities in the Restart Mandurah Plan.
- Advocacy in the delivery of the Transform Mandurah Plan.
- Recognition of the effectiveness of remote meetings with stakeholders in tracking current community issues and opportunities for support.
- There is a recognition of the value of connecting with the community about social and economic impacts given feedback from the Community Resilience Scorecard.

#### Communications

- Corporate Communications team is identified as an area of the business that requires an immediate increase in resourcing should COVID-19 re-emerge to support internal and external communications.
- There has been strong feedback from the Community Resilience Scorecard that social media and email are well used and preferred communications methods. The City has been able to grow its community email database through people choosing to opt in.
- Communication planning has been undertaken specifically around changes and closures to City services which can change rapidly and is of high community interest.
- The City will consolidate the channels its uses to communicate with the community to allow greater focus and efficient use of resources.

## Consultation

The City has engaged with a wide range of stakeholders in responding to the impact of the first wave of the COVID-19 pandemic. It is essential that regular contact be made with key stakeholders to ensure there is clarity around their needs at the varying stages of the pandemic.

Due to the dynamic nature of decision making during a pandemic, it is often extremely difficult to plan for the full range of scenarios that may present. Having effective internal and external communication structures that supports effective engagement with key stakeholders allows the City to provide direct support or advocate on issues as they arise.

Relating to recovery activities on 29 June 2020 advice was provided via the Public Sector Commission:

*“Given the scale of the impact of the COVID-19 pandemic, and the extended nature of recovery efforts, the Government has determined that Western Australia's approach to recovery is most appropriately coordinated at a State rather than a local level. However, every local government will play a key role in recovery, particularly as they are the closest touch points to the community.”*

The recovery from the COVID-19 pandemic will continue for an extended period. The City must continue to identify opportunities to support our local communities' recovery and ensure that decision makers at all levels recognise local need and progress opportunities through the Restart Mandurah program.

The City has sought feedback from members of the Local Emergency Management Committee.

## Statutory Environment

The Public Health Act 2016 and Emergency Management Act 2005 set out the legal framework for the preparation response and recovery from a Human Epidemic Emergency.

The Local Government Act 1995 and subsidiary legislation provides the governance framework for the operations reflecting normal operating times and those within Emergency situations.

## Policy Implications

POL-RKM is the City's Risk Management Policy and confirms the City's commitment to creating an environment where Council, management and staff accept direct responsibility for risk management, through development, implementation and maintaining of effective risk management practices. It recognises that risk management is the responsibility of everyone and will be treated as an integral part of the City's culture, policies, protocols and processes.

POL-EMS02 is the City's Emergency Management Policy which seeks to minimise the impact of disruptive and disaster events through an ongoing commitment to emergency Prevention, Preparedness, Response and Recovery with a commitment to:

- promote risk, emergency management and business continuity principles throughout the organisation and community to enhance disaster resilience;
- support community and neighbouring local governments following disaster events to aid local and regional recovery (where practicable);
- ensure that the Natural, Built, Social and Economic environments are considered when aiding community recovery;
- provide an effective after-hours response to emergencies within the City's normal service delivery area;
- effectively communicate and report on disruptive/disaster events and impacts;
- provide ongoing commitment to emergency and business continuity preparations, training and exercising to build and maintain individual and organisational confidence and capacity;
- mitigate the impact of disruptive events (where practicable); and;
- promote a smooth and rapid restoration of normal business functions following a disaster.



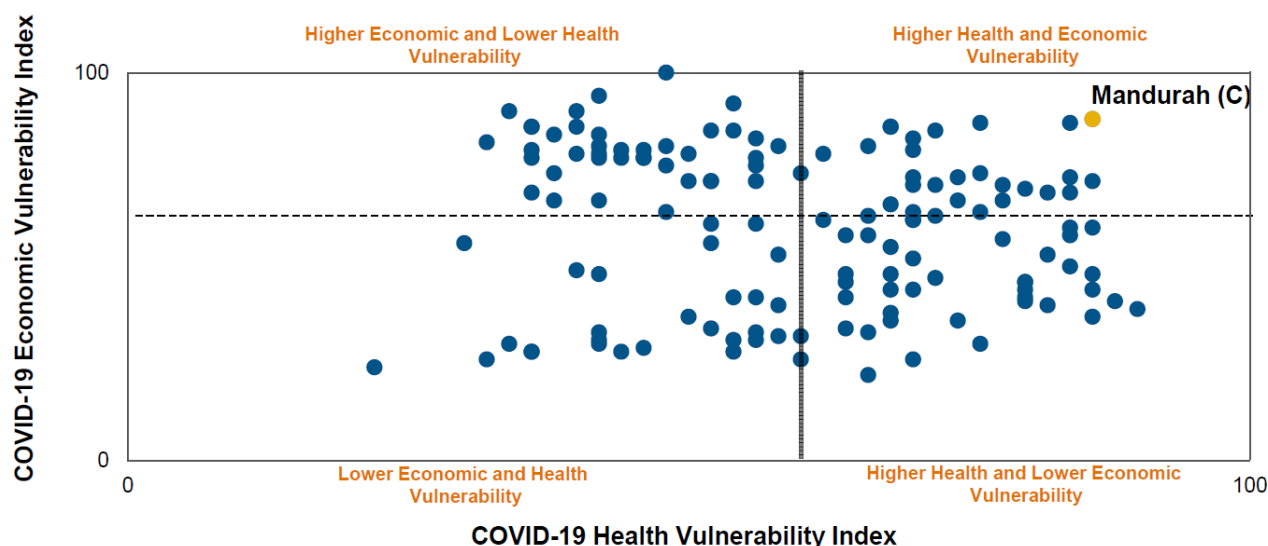
## Economic Implications

As part of its Local Emergency Management Arrangements the City uses specified accounts to purchase items directly related to the management of an emergency. The City has expended approximately \$175,689 in 2019/20 and \$72,138.76 in 2020/21 on items directly related to the management of the emergency including:

- security for road closures and vacant buildings;
- variable message boards and signage for public advisories;
- enhanced cleaning of City facilities;
- protective customer service sneeze guards;
- sanitisers, wipes and cleaning products;
- face masks.

COVID-19 Health and Economic Vulnerability Analysis undertaken by WALGA made for stark reading with the City of Mandurah having high economic and health vulnerability when compared to other local governments. This reinforces the need for effective planning but also continued advocacy to support the Mandurah and the Peel region economy through the recovery process.

### Comparative COVID-19 Health and Economic Vulnerability



This report is primarily focused on the City's response to a resurgence of COVID-19 with recovery planning having been established. To summarise at a community level the City has responded with a range of measures to support the local economy. At a Special Council Meeting held on 12 May 2020, Council approved the Restart Mandurah Funding Program. This saw the reallocation of \$5million to the Restart Mandurah Funding Program from the Building Reserve (\$1m), City Centre Land Acquisition Reserve (\$2m) and Property Acquisition Reserve (\$2m).

Of this, Council approved \$2,045,000 to accelerate City works on identified projects, \$170,000 was allocated to reduced food premises and caravan park licence fees for 2020/21.

The following were inclusions within the 2020/21 budget:

- First rates payment due date to be in mid to late November to ease the cashflow pressure the community is experiencing
- Rate freeze (no increase in the rate in the dollar) for specified area rates and all rate categories other than business improved (5% rate reduction) and a freeze (no increase) of all fees and charges
- City events when social distancing rules are relaxed where local businesses will benefit
- Online database, materials and workshops for tender writing for local businesses

- Identify projects whereby local businesses can carry out works in accordance with Council's Procurement Policy
- Through Visit Mandurah, assist tourism operators with product lines and experiences, promote tourism products and attractions, provide free Visitor Centre membership for existing members and carry out social media and destination campaigns
- Continue the lessees and licensee's relief until the business is operating at pre-COVID-19 capacity up to 30 June 2021
- Continue to fund the business support training portal
- Community funding assistance
- Place activation and resident association support

## **Risk Analysis**

The impact of COVID-19 has been globally devastating. While Western Australia has not borne the social and economic impacts of some jurisdictions, there are many in the community who are suffering and will be at greater risk following another outbreak.

The risk of a resurgence of COVID-19 in Western Australia requires active planning and consideration of the City's role in preparation, response and recovery. The consequences of the pandemic can change rapidly, as has been seen in Victoria.

Maintenance of a safe workplace represents a key risk that must be managed within any pandemic situation. Importantly the recognition of the mental health impacts associated with remote working must be recognised.

## **Strategic Implications**

The following strategies from the *City of Mandurah Strategic Community Plan 2020 – 2040* are relevant to this report:

### Economic:

- Promote and foster business investment aimed at stimulating economic growth.
- Facilitate and advocate for sustainable local job creation and industry diversification.
- Actively partner and engage with business and industry to build Mandurah's entrepreneurial capacity and capability.
- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

### Social:

- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.

### Health:

- Facilitate and partner with key service providers including State and Federal Government to ensure health outcomes are aligned with community needs and expectations.
- Provide quality health and wellbeing programmes and services that target whole of life health from infants to seniors.

### Organisational Excellence:

- Demonstrate regional leadership and advocate for the needs of our community.
- Listen to and engage with our community in the decision-making process.
- Build and retain a skilled, agile, motivated and healthy workforce.
- 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.

- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values.

## **Conclusion**

The impact of the COVID-19 Pandemic is unprecedented, requiring action and coordination across the entire community. WA has been successful in stopping community spread of the virus to this point which has allowed life for many people to return to some normality. The experience for many other jurisdictions is far from this. The City is reviewing its preparedness for any future resurgence of COVID-19 with Western Australia and with Mandurah.

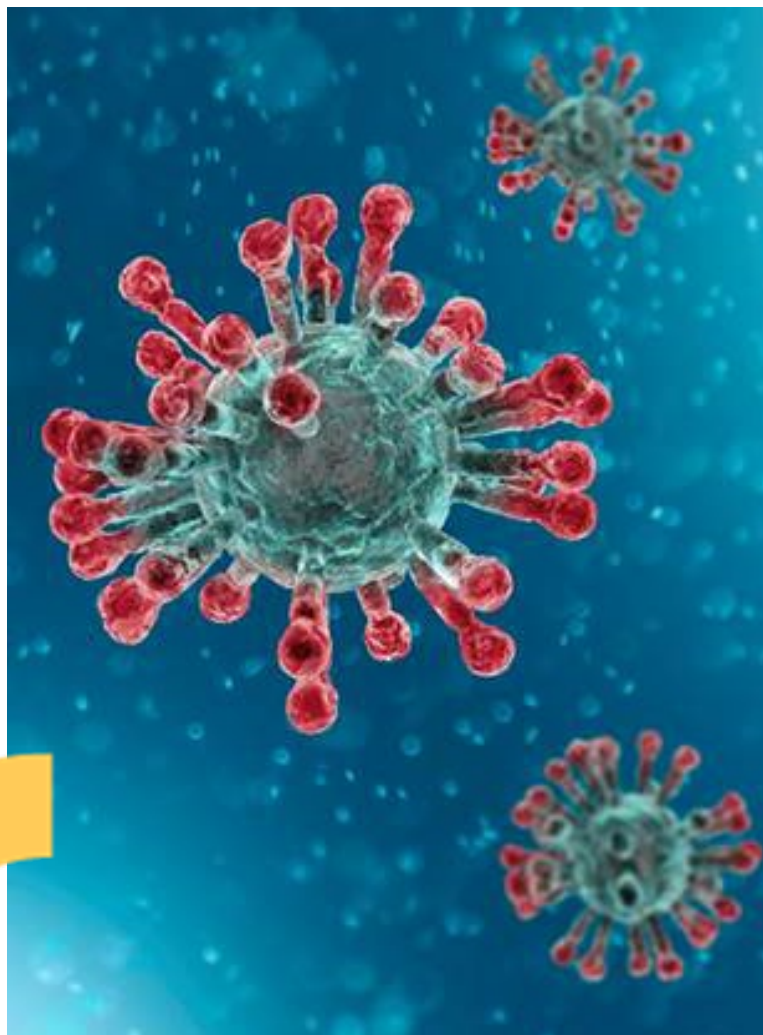
### **NOTE:**

- Refer ***Attachment 9.1*** ***Draft City of Mandurah Pandemic Plan.***  
***Confidential Attachment*** ***Confidential Appendix 2 of the Pandemic Plan***

## **RECOMMENDATION**

### **That Council:**

1. **Note actions to date and preparation for any resurgence in the COVID-19 virus in Western Australia and the City of Mandurah.**
2. **Endorse the City of Mandurah Pandemic Plan, as per Attachment 9.1, to form a sub-plan of the Local Emergency Management Arrangements.**



## Pandemic Plan

Major changes to the Pandemic Plan must be approved and authorised by the Mandurah Local Emergency Management Committee and Council.

This document will be reviewed every 3 years, following a pandemic event and /or exercise.

The record below is to be completed by the person making the amendment(s).

Revision #	Issue Date	Amendments	Approved by
1	6 / 2009	Draft Influenza Pandemic Business Continuity Plan	Brendan Ingle
2	3 /2020	Review Influenza Pandemic Business Continuity Plan	Brendan Ingle
3	10 / 2020	Draft adaption to Pandemic Plan (for inclusion in LEMAs)	Myra Giardini
4			
5			
6			

#### Acronyms (fill and sort required)

LEMC	Local Emergency Management Committee
LEMAs	Local Emergency Management Arrangements
BCP	Business Continuity Plans
PPE	Personal Protective Equipment
EM	Emergency Management



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## **1. Introduction**

This Pandemic Plan has been developed as a sub-plan of the Mandurah Local Emergency Management Arrangements (LEMAs), endorsed by the Local Emergency Management Committee (LEMC) and Council.

A pandemic emergency requires its own tailored response and recovery procedures given the unique set of issues that sets it apart from other emergencies.

Pandemic is defined as an epidemic that is geographically widespread; occurring throughout a region or even throughout the world. A pandemic is unpredictable and so preparedness is required at all levels of Government, business and the community.

This plan focuses on an influenza pandemic but may also be relevant to other public health emergencies such as biological terrorism, spillage or hazards secondary to emergencies and disasters, such as cholera outbreaks following floods. This Plan should be used with flexibility depending on the seriousness of the infection, the population/s most affected and/or the extent of the spread.

It should be noted that in a serious pandemic event, response and recovery will be led by either Federal and/or State Government and Local Government will be one of a number of key support agencies under the direction of other Federal or State departments.

## **2. Aims**

- Minimise the impacts of a pandemic on the community and the organisation
- Raise risk awareness and promote preventative measures
- Provide support and recovery assistance throughout the duration of a pandemic
- Ensure response activities are consistent across whole of government

## **3. Objectives**

- Preparedness – have arrangements in place to reduce the pandemic impact.
- Containment – prevent transmission, implement infection control measures, promote and provide support services to people who are isolated or quarantined within the municipality in partnership with key agencies.
- Maintain Essential Services – provision for business continuity in the face of movement restrictions, staff absenteeism and rising demand on local government services in some business areas.
- Communication – develop media and communication messages, consistent with whole of government messages, to inform the community and staff of responses to any changes to normal local government service delivery.
- Community Support and Recovery – ensure a comprehensive and inclusive approach to emergency recovery planning in line with whole of government recovery actions and the City's Local Emergency Management Arrangements.

#### 4. Policy Context

The context within this document is aligned with the [WA Government Pandemic Plan 2020](#). Appropriate monitoring and coordination will take place between the Commonwealth and State Governments, and the World Health Organisation (WHO).

The WA Government Pandemic Plan 2020 outlines the role of Western Australia local government as follows:

- Provide community leadership and support the maintenance of civil society;
- Maintain emergency management plans and capabilities under the State's emergency management framework;
- Maintain business continuity plans to deliver essential services;
- Represent the interests of local communities and businesses in broader planning processes;
- In partnership with State and Territory Governments, inform the public of planning, preparations, response and recovery activities;
- Work with State and Territory Governments to tailor public information to the needs of the community, particularly to support vulnerable groups; and
- Provide support with other local resources as requested by the SHEC or local State, Metropolitan or Regional Human Epidemic Control Centres.

The [State Hazard Plan - Human Biosecurity](#) notes local government responsibilities, to:

- a) Provide Environmental Health Officers to Metropolitan and Regional Human Epidemic Coordination Centres (HECC's), as required.
- b) Assist with the investigation of human epidemics.
- c) Assist with monitoring of food safety.
- d) Assist with the safe disposal of contaminated waste.
- e) Assist with the control of vermin or insect infestations, including reservoir elimination programs.
- f) Provide support with other local resources as requested by the Hazard Management Agency or local, state, metropolitan or regional HECCs.
- g) The capability and commitment of each Local Government to undertake the tasks and meet the responsibilities identified in the State EM Plan should be confirmed by the HMA and detailed in the Local Emergency Management Arrangements (LEMA). This will ensure the varying capabilities of individual Local Governments are recognised and agreed to by all parties.

Legislation and codes relevant to this plan include but are not limited to:

- Biosecurity Act 2015 (Commonwealth);
- Biosecurity and Agricultural Management Act 2007(Commonwealth);
- Emergency Management Act 2005;
- Emergency Management Regulations 2006;
- Public Health Act 2016;
- Environmental Protection Act 1986;
- Health Services Act 2016;
- International Health Regulations 2007 (Commonwealth);
- Local Government Act 1995;

- Occupational Safety & Health Act 1984;
- Medicines and Poisons Act 2014;
- National Communicable Diseases Plan 2018;
- [State Hazard Plan - Human Biosecurity](#);
- WA Government Pandemic Plan.

District and Local Emergency Plans relevant to Pandemic include:

- Peel District Local Welfare Plan (Department of Communities);
- Mandurah Local Emergency Management Arrangements;
- General Plan
- Vulnerable Communities Plan
- Recovery Plan
- Business Continuity Plan (draft).

## 5. Pandemic Stages

Planning for a human epidemic is based on the emergency management principles of prevention, preparedness, response and recovery. Jurisdictions can transition between stages and a high degree of flexibility is required. This plan focuses heavily on the preparedness and response phases;

### **Preparedness**

No novel strain detected, or emerging strain under initial detection.

### **Response**

- Standby: Sustained community person to person transmission detected overseas.
- Initial action: Cases detected in Australia – information about the disease is scarce.
- Targeted action: Cases detected in Australia – enough is known about the disease to tailor measures to specific needs.
- Stand-down: Public health threat can be managed within normal arrangements. Monitoring for change is in place.

### **Recovery**

Actions to support the community in their recovery in consultation with key agencies

**Table 1 - Summarises Whole of Government Activities within a Pandemic**

STAGES	Description	WHOLE OF GOVERNMENT ACTIVITIES
<b>Prevention / Preparedness</b>	No novel strain detected or emerging strain under initial detection	<ul style="list-style-type: none"> <li>• promote annual flu vaccination and good hygiene</li> <li>• establish pre-agreed arrangements by developing and maintaining plans</li> <li>• research pandemic specific influenza management strategies</li> <li>• ensure resources are available and ready for rapid response</li> <li>• monitor the emergence of diseases with pandemic potential, and investigate outbreaks if they occur</li> </ul>
<b>Response</b>	<b>Standby</b> Sustained community person-to-person transition detected overseas	<ul style="list-style-type: none"> <li>• prepare to commence enhanced arrangements</li> <li>• identify and characterise the nature of the disease (commenced in Preparedness)</li> <li>• communicate to raise awareness and confirm governance arrangement</li> </ul>
	<b>Action</b> Cases detected in Australia	<p><b>Initial (when information about the disease is scarce):</b></p> <ul style="list-style-type: none"> <li>• prepare and support health system needs</li> <li>• manage initial cases</li> <li>• identify and characterise the nature of the disease within the Australian context</li> <li>• provide information to support best practice health care and to empower the community and responders to manage their own risk of exposure</li> <li>• support effective governance</li> </ul> <p><b>Targeted (when enough is known about the disease to tailor measures to specific needs):</b></p> <ul style="list-style-type: none"> <li>• support and maintain quality care</li> <li>• ensure a proportionate response</li> <li>• communicate to engage, empower &amp; build community confidence</li> <li>• provide a coordinated and consistent approach</li> </ul>
	<b>Stand-Down</b>	<ul style="list-style-type: none"> <li>• support and maintain quality care</li> <li>• cease activities that are no longer needed, and transition activities to seasonal or interim arrangements</li> <li>• monitor for a second wave of the outbreak</li> <li>• monitor for the development of antiviral resistance</li> <li>• communicate to support the return from pandemic to normal business services</li> <li>• evaluate systems and revise plans and procedures</li> </ul>
<b>Recovery</b>		<ul style="list-style-type: none"> <li>• ensuring a return to normal delivery of services as soon as possible, consistent with risk and capacity</li> <li>• restoring normal social functioning</li> <li>• providing care and support to vulnerable groups; and</li> <li>• maintaining essential community services.</li> <li>• maintaining effective communications with business and industry throughout and following a pandemic</li> </ul>



## 6. Community Profile

A comprehensive community profile including Mandurah's population, demographics and industry is contained within the LEMAs General Plan. The Vulnerable Communities Plan details the Aged Care Emergency Management MoU, key contacts and Resource Sharing Register.

The following groups are likely to be more susceptible to, and/or more vulnerable to the effects of a human biosecurity emergency:

- Pregnant women;
- People who are immunocompromised;
- People with:
  - Chronic respiratory conditions
  - Cardiac disease
  - Downs Syndrome
  - Diabetes mellitus
  - Chronic renal failure
  - Chronic neurological conditions
  - Alcohol dependence
  - Haemoglobinopathies (for example haemophilia and sickle cell disease)
  - Chronic inherited metabolic diseases;
- People who are obese;
- Children receiving long-term aspirin therapy;
- Aboriginal and Torres Strait Islander peoples;
- Children aged less than five years;
- People aged over 65 years;
- People living in custodial or residential care settings;
- People who are physically or socially isolated;
- Other marginalised and/or disadvantaged people.

Depending on the nature of the pandemic some people within the community may be identified as having higher vulnerability, requiring targeted communication and support.

**Table 2.** identifies some emerging vulnerable groups that require specific consideration

**Table 2 - Emerging Vulnerable Groups**

Vulnerable Group	Ways Affected
People confined to their homes as a result of illness or quarantine	Lack of family and friends to provide adequate levels of care. Fear of being socially marginalised or stigmatised
Children orphaned and without a carer, particularly where there is no alternative carer	Heightened levels of grief, anxiety, stress and trauma due to issues around housing and care. Potential dislocation and developmental effects
Children whose parents become ill, particularly where there is no alternative carer	Heightened levels of grief, anxiety, stress and trauma. Increased vulnerability in the longer term
Families where pandemic bereavement has taken place	Heightened levels of grief, anxiety, stress and trauma
People whose caregiver is sick and unable to care for them	Lack of alternative support could lead to general deterioration of health and wellbeing
People who become unemployed, due to business closure or economic downturn	Lack of financial and physical resources and increased debt levels, with minimum savings
People on low incomes or otherwise economically vulnerable	Lack of financial and physical resources to manage consequences over an extended period of time
The worried, but well - people whose physical health has not been affected by the virus but are worried or anxious about getting sick	High levels of anxiety due to fear of illness, death, unemployment and lack of access to services and information
Students, tourists and itinerant workers (Overseas and Australian)	Unfamiliar environments and limited local knowledge of support mechanisms and resources. May face difficulties in returning home. Heightened concerns for families and friends from their place of origin Increased likelihood of financial distress
Families of Australians overseas	High levels of anxiety due to fear and lack of information about a loved one
Families	Increased risk of family violence and breakdown of family unit, due to a shift in household dynamics. Children will lack social interaction, following school closures

## 7. Communications

Pandemic messaging will be produced by the WA Government in consultation with the Australian Government and World Health Organisations. The City will provide support to ensure that the information is dispersed and that communities are engaged at a local level.

It is essential that communication is clear, regular and reliable. Communications from local government must be aligned with other government messaging usually the Hazard Management Agency, the Department of Health and add value including public information activities, information sharing and engagement with stakeholders and sectors.

The City will not comment on disease case related information, this is the responsibility of the WA Government.

## **8. Control Strategies**

This plan identifies several strategies that may need to be undertaken in the event of a pandemic. Depending on the transmission mode of the agent, varied control measures will be implemented to prevent or limit transmission. During a Pandemic, local government may be required to assist with control strategies appropriate to the nature of the contagion.

## **9. Physical / Social Distancing**

Physical / Social distancing refers to various personal and physical infection control measures designed to reduce the risk of transmission between people. Measures need to be implemented appropriately and progressively at different phases of a pandemic, in order to maximise their benefits and limit any unnecessary impact on communities and business.

Moderate measures may include advising people to minimise physical contact and avoid large gatherings and public places. Extreme measures might include closing schools, childcare centres, universities, workplaces and recreational facilities, cancelling public events, home isolation or strict travel restrictions.

The City must be flexible in responding to government directions to minimise disease spread. This may include geographically specific lockdowns that impact the City's ability to deliver a full range of services.

## **10. Limiting Mass Gatherings**

Mass gatherings have the capacity to spread viruses among participants. Events that may be considered as mass gatherings include schools/education facilities, concerts, large sporting events, citizenship ceremonies, festivals, shopping centres, cinemas, nightclubs and places of worship.

In the event of a pandemic, mass gatherings organised within or by the City will be reviewed in line with Government directions and advice. The State Government will determine the approach based on the particular nature of the contagion and advise private business and event organisers of their obligation to close and cancel events.

## **11. Work from Home/ Restricting Workplace Entry**

The City will be proactive in encouraging remote working to limit the spread of infection. This includes support for work from home arrangements and encouraging electronic transactions.

Clear communication will be provided to staff and visitors not to attend City facilities if they have symptoms of the pandemic or been in contact with someone who has/had symptoms of the infection.

## **12. Personal Protective Equipment (PPE)**

The State Government has PPE available through the Department of Finance that is accessible to local government. The City will however source PPE via private providers where possible, recognising that State and National stockpiles are an essential resource for those working in direct high-risk situations.

When planning for a pandemic the City will consider the risks of operating core business functions and how they will protect staff at risk. This will include the use of Department of Health

recommended hand sanitisers, wipes and may include the wearing of appropriate masks, gloves, face shields and gowns, considerate of the risk of the activity.

The appropriate use of personal protective equipment is recognised as an essential element of preventing infection and the City recognises this through effective procedures, training and monitoring.

### **13. Food Delivery**

Australia has recently experienced a number of natural disasters where the food industry has demonstrated a strong capacity to maintain supply in significant regional emergencies. However, there are risks it could face challenges in the event of a significant national emergency such as a severe pandemic, or a multi-jurisdictional natural disaster.

The role of food supply at the state level is Department of Agriculture and Food. If local food deliveries are required, this will be managed within the existing emergency management arrangements by the Department of Communities in consultation with the Department of Health.

The City will provide support as requested via the Local Emergency Management Framework or Community Support Framework and may include assistance such as access to facilities, transport, logistics, human resources and local communications.

### **14. Pharmaceutical Access**

Whilst it is expected that normal pharmaceutical business will continue to operate, each business will determine its own risk exposure and level of operation. In a pandemic this may impact the ability for the community to access pharmaceutical supplies. In this eventuality the State Emergency Coordination Group will be required to manage the supply of pharmaceutical goods.

The City will provide support as requested via the Local Emergency Management Framework or Community Support Framework and may include assistance such as access to facilities, transport, logistics, human resources and local communications.

### **15. Civil Disturbance – Consequence**

It is possible that as health and mortality issues increase, the responsibility of the justice system will rapidly expand through greater calls for service, added security responsibilities for health care and related facilities, enforcement of legislated restrictions, public education, control of panic and fear and associated behaviours, and ensuring that the public health crisis is not used as an opportunity for individual or organisational (criminal) gain.

Public health emergencies pose special challenges for WA Police Force, whether the threat is manmade (eg the anthrax terrorist attacks) or naturally occurring (eg flu pandemics). Policing strategies will vary depending on the cause and level of the threat, as will the potential risk to the responding officers.

Depending on the threat, the role of WA Police Force may include enforcing public health orders (eg quarantines or travel restrictions), securing the perimeter of contaminated areas, securing health care facilities, securing vaccination centres, controlling crowds, investigating scenes of suspected biological terrorism, and protecting national stockpiles of vaccines or other medicines.

Impacts on WA Police Force services:

- Increased violence at clinics

- Hijacking of vehicles transporting vaccines
- Burglaries on pharmaceutical companies and chemists
- Black market selling vaccines
- Continuous demand for extra services from Customs, Department of Health, Quarantine
- Police members reluctant to enter home where persons suspected to be affected
- Large scale absenteeism of police staff
- No access to sufficient levels of PPE
- IT technology collapse
- Limited capacity of remote dispatch centre
- Prisoner management
- Additional pressure on existing services

The City will provide support to WA Police Force where possible and may utilise Rangers, Environmental Health Officers or other staff to assist in identified functions. This may include the formal Authorisations under the provisions of the Public Health Act 2016 or Emergency Management Act 2005.

## **16. City of Mandurah Pandemic Management Group**

The Pandemic Management Group will consist of:

- Chair Executive Manager Development and Compliance
- The Mayor and Executive Officer to the Mayor and Councillors
- Executive Leadership Team
- Sub Group Team Leads, Coordinator Environmental Health, Coordinator Emergency Management, Executive Manager Strategy
- Administrative Officer Development and Compliance

This group will meet weekly in the Action Phase of the Response and adjust accordingly based on the intensity of the pandemic situation.

## **17. Sub Groups**

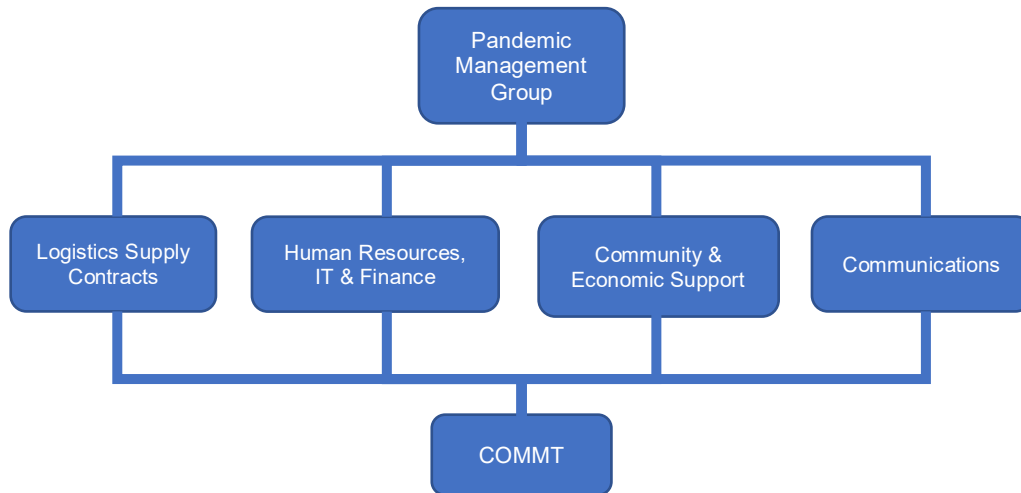
The Pandemic Management Sub Groups will consist of:

- Logistics, Contracts and Supply (led by Executive Manager Built Environment)
- Human Resources, Information and Finance (led by Manager People and Culture)
- Community and Economic Support (led by Executive Manager Community)
- Communications (led by Manager Corporate Communications)

These Groups will be supported by the City of Mandurah Management Team (COMMT).

**Figure 1 - Pandemic Management Structure**





## 18. Business Continuity Planning & Critical Business Functions

The City's Business Continuity Plan (BCP) is separate to this plan and will operate in parallel during a pandemic emergency to support a continuation of critical services while supporting a community in need.

In order to effectively support the community in the event of a pandemic the following business functions have been identified as critical by the City, in no particular order:

- Call Centre / Help Desk
- Facility and Waste Management
- IT Systems, Telecommunications, Data Network Support
- Public Health, Ranger Services, Emergency Management
- Works & Services including Operations (road clearing, drainage and cemeteries)
- Human Resource Management (including Payroll)
- Finance and Rates
- Applications Management, Building and Planning
- Corporate Communications
- Contracts and Procurement
- Elected Member Support

It is recognised that these functions may potentially require more than continuity of service.

In the response phase additional resources will be added to Corporate Communications, IT Systems, Telecommunications, Data Network Support, Human Resources, Occupational Health and Safety and Elected Member Support.

Management of fatigue in key business areas and for individuals will be essential to maintain effective service.

## 19. Resource Working Group Establishment

Government imposed directions may have a significant financial and human resource implications. The City will establish a Resource Working Group facilitated by the Director Strategy and Economic Development. Managers will present current information the Executive Leadership Team for consideration.

To review current resource requirements and make decisions about the redistribution of resources. The City has identified areas of the business that are likely to require additional resourcing and will monitor community feedback about potential redeployments to external agencies where support is needed.

## 20. Financial Management

The City has an account structure that supports the centralised recording of additional emergency expenditure associated with the management of a Pandemic, such as:

- Personal Protective Equipment
- Infrastructure upgrades such as screening
- IT and Electronic equipment to support mobility
- Enhanced cleaning and cleaning equipment
- Enhanced security provision

Section 6.8(1)(c) of the Local Government Act 1995 provides an opportunity for local government to access unbudgeted Municipal Funds in an emergency with approval of the Mayor.

The City will monitor financial impacts during the various phases of the pandemic by:

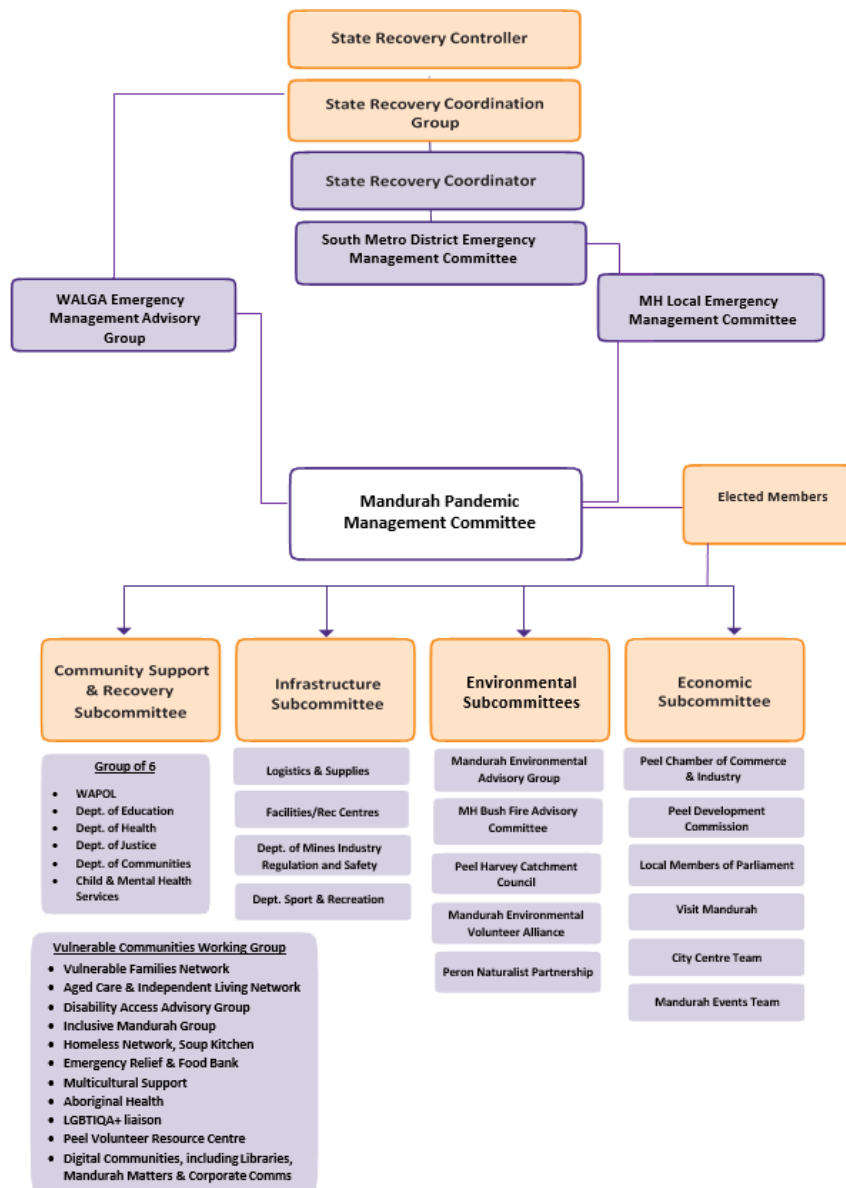
- Actioning its Finance Incident Response Plan
- Undertaking regular reviews of pandemic related expenditure
- Reviewing revenue income stream variations
- Reviewing cost savings associated with pandemic imposed restrictions
- Identifying grant funding opportunities

## 21. Pandemic Recovery Structure

This Plan recognises Mandurah's long-established networks and community working groups that may support ongoing effective collaboration and communication in response and recovery. Unless otherwise required, these networks alleviate the need to establish a separate Local Emergency Coordination Group for a pandemic or appoint a Local Recovery Coordinator.

This structure acknowledges the significant impacts a pandemic may have in the Social and Economic environment, whilst recognising the long-term impact in the Natural and Built recovery environments.

**Figure 2** demonstrates the State Recovery Framework in conjunction with the Mandurah Pandemic Recovery Structure (COVID-19) as approved by the Mandurah LEMC and Executive in May 2020.



**Figure 2 City of Mandurah Pandemic Recovery Structure**

## 22. Appendix 1 Communications Plan

The City plays an essential role in understanding the concerns and needs of our local community and utilising established communication channels to advise key agencies and decision makers. The City will refer to the Communicating in Recovery Guides when supporting the community.

In the response stage, the focus of communications will be to align messaging from the WA Government usually the Hazard Management Agency, the Department of Health. Public information will be on health promotion campaigns, the location of designated health care facilities, help and emergency numbers and websites, and the introduction of any social distancing measures.

Importantly directions issued under the provisions of the Emergency Management Act 2005 and Public Health Act 2016 may be issued that have legal implications for the community and generate the need for rapid compliance.

As a primary responsibility information sources that will be monitored by the City during a pandemic include:

- Premier and Ministerial Briefings
- Prime Ministerial Briefings
- Departmental Briefings and Updates
- World Health Organisation Updates
- WALGA Communications
- News from Reputable Sources
- Directions and Guidelines

The City recognises that effective communications are a foundation of effective preparedness and response, this will be reflected in resourcing during a pandemic.

Elected Members will be provided information via Weekly Updates and Elected Member Briefings. Council Reports will be prepared on key issues as required.

Communication Channels that may be utilised by the City include:

- Direct Email/ Newsletters
- Social Media
- Print Media Local or State
- Local Radio
- Signage
- Direct Mail and Flyers
- Telephone/ Call Centres
- In Person
- Exhibitions/ Displays

The use of these channels will be determined based on a range of factors including timing, target audience, availability and cost.

In accordance with the Local Emergency Management Arrangements, the Mayor is the spokesperson for the City in an emergency, supported by the Deputy Mayor if he/she is unavailable.

Note: The City will not comment on disease case related information, this is the responsibility of the WA Government, usually the Hazard Management Agency, the Department of Health.

**23. Confidential Appendix 2 - Pandemic Action List (provided as a separate confidential attachment)**