

## **Minutes of Council Meeting**

held on

**Tuesday 31 October 2023, 5.30PM**

**in the Council Chamber, 83 Mandurah Terrace Mandurah**

### **PRESENT:**

|            |                         |              |
|------------|-------------------------|--------------|
| MAYOR      | R WILLIAMS              |              |
| COUNCILLOR | B POND                  | COASTAL WARD |
| COUNCILLOR | J SMITH                 | COASTAL WARD |
| COUNCILLOR | J CUMBERWORTH           | COASTAL WARD |
| COUNCILLOR | A KEARNS                | EAST WARD    |
| COUNCILLOR | D WILKINS               | EAST WARD    |
| COUNCILLOR | S WRIGHT                | EAST WARD    |
| COUNCILLOR | C KNIGHT [Deputy Mayor] | NORTH WARD   |
| COUNCILLOR | A ZILANI                | NORTH WARD   |
| COUNCILLOR | D SCHUMACHER            | TOWN WARD    |
| COUNCILLOR | P ROGERS                | TOWN WARD    |
| COUNCILLOR | R BURNS                 | TOWN WARD    |

|     |                  |                                            |
|-----|------------------|--------------------------------------------|
| MS  | C MIHOVLOVICH    | CHIEF EXECUTIVE OFFICER                    |
| MR  | B INGLE          | ACTING DIRECTOR BUSINESS SERVICES          |
| MS  | J THOMAS         | DIRECTOR PLACE AND COMMUNITY               |
| MR  | J CAMPBELL-SLOAN | DIRECTOR STRATEGY AND ECONOMIC DEVELOPMENT |
| MR  | M HALL           | DIRECTOR BUILT AND NATURAL ENVIRONMENT     |
| MRS | T JONES          | EXECUTIVE MANAGER GOVERNANCE SERVICES      |
| MRS | A DENBOER        | MINUTE OFFICER                             |

### **1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS**

The Mayor declared the meeting open at 5.36pm.

## **2. ACKNOWLEDGEMENT OF COUNTRY**

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

## **3. APOLOGIES**

### Leave of Absence

Councillor P Jackson

## **4. DISCLAIMER**

The Mayor advised that the purpose of this Council Meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on the basis of such decision or on any advice or information provided by a Member or Officer, or on the content of any discussion occurring, during the course of the meeting. Persons should be aware that the provisions of the *Local Government Act 1995* (Section 5.25(e)) and the *City of Mandurah Standing Orders 2016* (Section 13.1(1)) establish procedures for revocation or rescission of a Council decision. No person should rely on the decisions made by Council until formal advice of the Council decision is received by that person.

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

## **5. ANSWERS TO QUESTIONS TAKEN ON NOTICE**

City officers provided the following responses to questions taken on notice at the Council meeting held on Tuesday 26 September 2023.

### **BETH PATERSON: LAWS GOVERNING COMMERCE AND NATIVE TITLE CLAIMS**

#### Question 5

*What areas within Mandurah are impacted by this claim?*

The map of Noongar Native Title Agreement Group Gnaala Karla Booja provided by the State Government covers the whole of the City of Mandurah. For a more detailed map please visit [www.wa.gov.au](http://www.wa.gov.au).



**STEVEN ZIELINSKI: REFERENDUM, FORESHORE POOL AND MARC ROOF**

Question 4

*How much have you spent on the foreshore project?*

City of Mandurah Response

The Director Built and Natural Environment confirmed that the City has spent \$14.3 million of the \$22.3 million budget allocated for the Waterfront project.

The CEO confirmed that the City has received \$10 million from the State Government and \$7 million from the Federal Government to deliver the Waterfront project.

**WENDY HEATHCOCK: VIDEO SURVEILLANCE CAMERAS**

Question 1

*How many video surveillance cameras does the City of Mandurah have set up and in operation?*

City of Mandurah Response

The City has 311 Video Surveillance cameras.

Question 2

*How many video surveillance cameras does the City of Mandurah plan to install?*

City of Mandurah Response

The City has no specific plans for future CCTV installations. Where a safety concern is identified and CCTV is proposed as a response by a City Officer or community member, a full assessment of the area is undertaken using the principles of Crime Prevention Through Environmental Design to determine if the installation of CCTV is the most advantageous option.

Question 5

*Where is the video surveillance footage stored and monitored and for how long?*

City of Mandurah Response

Footage is stored within the City's Data Centre. It is retained for 31 days and is then automatically and permanently deleted.

In accordance with the *State Records Act 2000*, the minimum retention for recorded footage is:  
Public Area CCTV – 28 Days  
Internal Facilities CCTV – 7 Days

Question 7

*What consent have the residents of the City of Mandurah given to have photographic footage and images taken, monitored and stored? What about the approval of residents?*

City of Mandurah Response

The *Surveillance Devices Act 1998* requires consent to be obtained where a private activity is undertaken. A private activity is defined as "any activity carried on in circumstances that may reasonably be taken to indicate that any of the parties to the activity desires it to be observed only by themselves, but does not include an activity carried on in any circumstances in which the parties to the activity ought reasonably to expect that the activity may be observed;" An example of activities that could reasonably expect that the activity may be observed are those activities carried out in public spaces or in City buildings.

Question 9

*How much does it cost to set up and install cameras?*

City of Mandurah Response

The cost to set up and install new CCTV cameras can vary greatly, and depends on many contributing factors such as location, type of camera required, complexity of installation, whether it requires supporting infrastructure and more. Procurement is conducted in accordance with Council Procurement Policy (POL-CPM 02) to ensure that best value for money is achieved. As an indication, the City expended \$48,717 in the 2022/23 financial year on new, temporary mobile and replacement CCTV. The City has budgeted \$20,000 in 2023/24 toward installation of CCTV. Further consideration for CCTV can be included in capital projects.

The City maximises Federal and State Government grants to support installations of CCTV in public areas where practicable.

**CLIFF HORTON: SPEND ON CONSULTANTS, CONFLICT OF INTEREST  
MANAGEMENT, 15 MINUTE CITIES, KIMBERLY FUND DONATION**

Question 1

*How much money was spent on consultants in the year 2020, 2021 and 2022 in Mandurah City?*

City of Mandurah Response

The question remains to be taken on notice. The City aims to provide a response in the November Council Meeting agenda.

## **BRIAN PERRY: ACKNOWLEDGEMENT TO COUNTRY, CORRESPONDENCE AND RATES**

### Question 2

*When did the policy get adopted?*

### City of Mandurah Response

POL-CMR 07, Welcome to Country and Acknowledgement of Country Policy, was adopted by Council in 2015 and last reviewed in 2019. The Policy is currently under review again, anticipated for consultation with the RAP Steering Group in early 2024.

The objectives of the Policy are:

1. To acknowledge the cultural importance of Welcome to Country for Aboriginal people and its importance to Mandurah's heritage and identity.
2. To enable the wider community to share in Aboriginal culture thereby leading to better community relationships and understanding.
3. To provide direction and support to officers of the City of Mandurah for Welcome to Country and Acknowledgment of Country protocols.

### **G.1/10/23 CHANGE OF AGENDA ORDER**

#### **MOTION**

**Moved: Mayor R Williams**

**Seconded: Councillor D Schumacher**

**That Council consider Item 14 Announcements by the Presiding Member as the next item.**

**CARRIED:** 12/0

**FOR:** Mayor R Williams, Cr D Schumacher, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr A Kearns, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani, Cr P Rogers, Cr R Burns

**AGAINST:** Nil

### **14. ANNOUNCEMENTS BY THE PRESIDING MEMBER**

At the invitation of the Mayor, Councillors updated the meeting on the following recent activities:

14.1 Mayor R Williams presented September's Local Legend award, Lyn Nixon

14.2 Mayor R Williams, Local Legend, Mandurah Murray Mayday Club

- 14.3 Councillor D Schumacher, Western Force Rugby
- 14.4 Councillor B Pond, City of Mandurah Arts & Culture Strategy Launch
- 14.5 Councillor R Burns, Mandurah Country Club President's Gala
- 14.6 Councillor C Knight, 2023 Biennial Mandurah Emergency Services Volunteer Appreciation Evening
- 14.7 Councillor D Wilkins, Coodanup College Year 12 Graduation

## **6. PUBLIC QUESTION TIME**

### **6.1 STEVEN ZIELINSKI: TENDERS AND BUDGET**

Mr Zielinski asked the following questions:

#### Question 1

*In relation to the Eastern Foreshore Project and specifically the estuary pool, I wish to know the original budget when the tender/quote was accepted or is there a budget blow out and it was adjusted. For example, I was told the original cost for the foreshore pool project was \$7.5 to \$8million.*

#### City of Mandurah's Response

The Director Built and Natural Environment responded as noted in the response to the questions taken on notice at the Council Meeting held on 26 September 2023, the Waterfront project budget is \$22.3 million, and the City has spent \$14.3 million to date. The cost of the Estuary Pool component of the Waterfront project was in the order of \$2.6 million, including the seawall and floating jetties, and this was within the cost estimate allowance for this component of the project. All components are on target and within budget.

#### Question 2

*Also, for the Mandurah Aquatic Recreation Centre roof repairs was this a similar situation.*

#### City of Mandurah's Response

The Director Built and Natural Environment responded the Mandurah Aquatic Recreation Centre roof replacement project remains within the approved budget allocation.

#### Question 3

*With quotes and tenders on structures e.g., foreshore development, Mandurah Aquatic Recreation Centre, what is the procedure on getting the best quotes and how does it work eg if they are local and their quote is 15/20% higher will they get the job? And do they vote at Council?*

#### City of Mandurah's Response

The Executive Manager Governance Services responded the Council has endorsed a Regional Price Preference Policy in accordance with the requirements of the *Local*

*Government (Functions and General) Regulations 1996.* The purpose of the Regional Price Preference Policy is to promote local economic development through the provision of a price preference to suppliers when evaluating and awarding contracts under a tender process.

The Regional Price Preference Policy enables local businesses who have a permanent place of business in the City of Mandurah to automatically receive discount up to a maximum of 10% (for goods and services) and 5% (for construction) for the purposes of the price evaluation.

In terms of decision for tender awards, Council has delegated to the Chief Executive Officer the discretion to accept tenders up to \$3 million. For tenders exceeding this value, Council is required to determine to accept or decline to accept the tender.

## **6.2 CLIFF HORTON: KIMBERLY FLOOD DONATIONS, COUNCIL MEETINGS, MEMBERSHIP TO COMMITTEES**

Mr Horton asked the following question:

### Question 1

*In relation to item 7.5, minutes of the last meeting – Kimberly Fund Donation, could you please advise if and when the ratepayers were informed, prior to committing to, the decision to donate the \$25,000.*

### City of Mandurah's Response

The Chief Executive Officer responded that there was no communication to the community prior to the Council Meeting. The item was submitted as a Notice of Motion and included in the Council Agenda which is publicly available.

### Question 2

*Do you believe this was morally correct to do?*

### City of Mandurah's Response

The Chief Executive Officer responded that Council made a resolution to support this donation which is permitted under the *Local Government Act 1995*.

### Question 3

*Has there been any discussions at the City of Mandurah meetings held under a 'Gag Order' apart from any issues relating to staff? Yes or No?*

### City of Mandurah's Response

The Chief Executive Officer responded no.

### Question 4

*Are any members of this Council a member of Local Government Elected Members Association (LGEMA)?*

### City of Mandurah's Response

The Chief Executive Officer responded that the question would be taken on notice.

### **6.3 WENDY HEATHCOCK: CONTRACT SPEND, REPRESENTATION AND ADVISORY COMMITTEES**

Ms Heathcock asked the following questions:

#### Question 1

*Since the meeting of 26 September 2023, there has been quite a bit of media in relation to the \$850,000 budget for the rebuild of the eastern foreshore toilet block. In order to provide openness and transparency to the residents of the City of Mandurah, could Council please provide an itemised breakdown of the \$850,000 being spent?*

#### City of Mandurah's Response

The Chief Executive Officer responded that a high level summary may be provided and the question would be taken on notice.

#### Question 2

*If no items listed, then what will be provided?*

#### City of Mandurah's Response

The Chief Executive Officer advised that due to commercial in confidence of the contract a detailed summary will not be provided. The Director of Built and Natural Environment also advised that the contract awarded was a lump sum contract and no detailed price breakdown is available.

#### Question 3

*Did Council have a representative, either staff member or consultant, attend the recent International Smart City Expo on the 10-11 October in Sydney?*

#### City of Mandurah's Response

The Chief Executive Officer advised the question would be taken on notice.

The Mayor advised no representatives from Council attended.

#### Question 4

*Is Council a member of the Global Covenant of Mayors for Climate Energy?*

#### City of Mandurah's Response

The Chief Executive Officer advised the question would be taken on notice.

#### Question 5

*Would Council consider implementing an Advisory Committee in relation to a) 15 minutes cities/smart cities, b) climate and energy issues, and how are ratepayers able to be part of these committees?*



City of Mandurah's Response

The Mayor responded it is difficult to say what Council would consider, however to date, Council has not considered forming committees to address these matters. When advisory committees are formed there are Terms of References which are approved by Council. Following this, the opportunity for community participation is advertised.

Question 6

*How does the public process work?*

City of Mandurah's Response

The Chief Executive Officer responded that opportunities to nominate to various advisory groups are advertised, which can include on the City of Mandurah's website, in the local paper and/or social media.

#### **6.4 BETH PATERSON: TRADING NAME, NATIVE TITLE CLAIM AND VOICE REFERENDUM**

Due to Ms Paterson being unable to attend the meeting, the Presiding Member asked the following questions on her behalf:

Question 1

*I refer to the minutes dated 26 September 2023, sec 7.2, the Mayor advised that council would consider submitting a section called 'City Connect' to the Times Newspaper. How are the discussions going? Will you be going forward with this suggestion in the interest of open transparency?*

City of Mandurah's Response

The Chief Executive Officer responded as per the response provided in the Minutes from the Council Meeting on 26 September 2023, the City will review the information provided and consider accordingly.

Question 2

*I refer to the minutes dated 26 September 2023, sec 7.2, please supply the ABN and Business/Trading name. Is the ABN listed on Dun and Bradstreet?*

City of Mandurah's Response

The Chief Executive Officer advised that the City of Mandurah has an ABN (43 188 356 365).

The Chief Executive Officer advised that Dun and Bradstreet are a data and analytics company providing information for their customers, suppliers and other purposes. The City is not registered with Dun and Bradstreet, however you would need to check with Dun and Bradstreet if the City's ABN is listed on their site.

Question 3

*Please provide proof that the Australian Tax Office does not class Local Government and councils as an ABN Trading Corporation.*

City of Mandurah's Response

The Chief Executive Officer responded that the City is required to have an ABN to trade in Australia.

Question 4

*Is the generation of profit a priority for the City of Mandurah?*

City of Mandurah's Response

The Chief Executive Officer advised the City of Mandurah is not for profit.

Question 5

*I refer to the minutes dated 26 September 2023, sec 7.2, you have stated that there has been on determined Native Title claim and you have provided the map designating a very large area South of Bunbury, North of Mandurah and further inland to the East. As suggested, I have gone to the register of Native Title claims. To assist with my research, please supply the following required by the register. Tribunal File no, Federal Court file no application name, State or Territory, Representative A/TSI body area, Local Government area.*

City of Mandurah's Response

The Chief Executive Officer advised the question would be taken on notice and information requested will be provided to Ms Patterson.

Question 6

*The City of Mandurah was established under the Local Government Act 1995 (WA). How can this Act lawfully override the referendum of 1988 where the people clearly rejected the creation of local governments by 66.38%?*

City of Mandurah's Response

The Chief Executive Officer advised the question would be taken on notice.

Question 7

*As the Federal Voice to Parliament referendum was defeated by over 60%, is the City of Mandurah Council pursuing a voice to Council or Treaty? Yes or No*

City of Mandurah's Response

The Chief Executive Officer responded that the Council has a position to deliver and strengthen existing engagement with local Aboriginal Elders and leaders.

Question 8

*Does the City of Mandurah have a RAP listed on the Reconciliation Australia website? If so, will you be reviewing this plan in light of the results of the referendum held this month?*

City of Mandurah's Response

The Mayor responded that the City of Mandurah has a Reconciliation Action Plan which is currently under review. The Reconciliation Action Plan was reviewed and endorsed by Reconciliation Australia.

## **6.5 PAUL ELLARD: 15/20 MINUTE CITIES AND FINANCIALS**

Mr Ellard asked the following questions:

### Question 1

*Last meeting the subject of 15/20 minute cities were raised and discussed. During this discussion, Mayor R Williams mentioned he had conducted more research on the subject, and that based on our views (in particular Cliff who asked the question) which were different to his original views about 15/20 minute cities, the City would not be proceeding down this avenue in the future.*

*My question is, are you prepared to put something in writing either paper, website etc stating what your original interpretation of the 15/20 minute cities was and moving forward the City will not be proceeding with such, under the name of 15/20 minute cities or any other names which will eventually restrict the movement of the people?*

### City of Mandurah's Response

The Mayor advised that a response has been provided previously on this matter. The Mayor advised that the City of Mandurah has no plans to be a designated '15 minute city' beyond the planning principle of making places to live, work, shop and recreate closer to each other and to reduce travel costs and time for its residents.

### Question 2

*There is a lot of confusion can a paragraph be put on the City's website?*

### City of Mandurah's Response

The Mayor responded no and that there would be no reference on the website.

### Question 3

*Once the City's financials have been completed covering the period of the referendum and the period leading up to such, prepared to have these financial forensically audited by a third auditor?*

### City of Mandurah's Response

The Mayor advised that there was no expenditure by the City of Mandurah on the Voice Referendum.

The Chief Executive Officer responded the City undertakes an external audit on the annual financial statements and there will be no forensic audit undertaken. The Chief Executive Officer reiterated there has been no expenditure on the Voice Referendum.

### Question 4

*If that is the case and the Federal Government covered all costs, can we state this on our website to nip it in the bud stating the City hasn't spent your money?*

City of Mandurah's Response

The Mayor advised that the responses to the public questions are published in the Council Minutes and forms part of the public record.

**6.6 BRIAN PERRY: LEASES, ZONING, RATES AND COMMUNICATION**

Mr Perry asked the following questions:

Question 1

*Can I have a copy of the agenda?*

City of Mandurah's Response

The Chief Executive Officer responded that the City does not provide printed copies of the Agenda at Council meetings. The Agenda is available via the City of Mandurah website or he can arrange for a printing service if he wishes a hard copy.

Question 2

*What has happened to Mandurah Mustangs are they provided with a lease?*

City of Mandurah's Response

City of Mandurah does not have a lease with Mandurah Mustangs for Rushton Park. The City has a Lease with Peel Thunder Football Club. The Director Place and Community explained that City officers have conducted a series of workshops with the Mustangs Committee to explore existing relocation options for Mustangs in both the short and longer term. City officers have established fortnightly meetings with the West Australian Football Commission to address the Clubs current situation and work towards a longer-term solution collaboratively. In the short term the Mandurah Mustangs will remain at Rushton Main facility and explore alternative training opportunities. In the longer term the information gathered will be prioritised and considered in the Rushton Park Masterplan and the Community Infrastructure Plan, both of which are progressing. It remains that Mandurah Mustangs have existing facility provision for games, training and events for the activities of their club.

Question 3

*What does that mean?*

City of Mandurah's Response

The Mayor responded that the Director of Place and Community has provided a response.

Question 4

*Can I have a copy of the lease between the City and Peel Thunder?*

City of Mandurah Response

The Director Place and Community responded that the lease is a confidential document between the City of Mandurah and Peel Thunder Football Club.

Question 5

*In regard to the letter I received concerning the rates, why are Port Mandurah rates more? The rate in the dollar you are advertising is incorrect. Did you know that the Port Mandurah canal are all based on residential improved?*

City of Mandurah's Response

The Chief Executive Officer responded Port Mandurah residents' homes are residential improved and they also include a Specific Area Rates.

Question 6

*Is 15 minutes long enough for public question time?*

City of Mandurah Response

The Mayor responded that whilst the *Local Government Act 1995* establishes the minimum time for public question time, the Council provides every opportunity for public participation and as demonstrated through the time commitment this evening. There have not been any restrictions to the time allocation for question time to date.

Question 7

*What is the zoning whole of Mandurah? Can I have a map?*

City of Mandurah's Response

The Chief Executive Officer responded that a map can be provided.

Question 8

*What is the zoning of Anstruther Road?*

City of Mandurah's Response

The Chief Executive Officer responded that a map can be provided.

Question 9

*Will you be following Busselton 'City Connect' page in the Busselton Dunsborough Times in our Mandurah Times?*

City of Mandurah's Response

The Mayor responded that the City will review the information provided and consider accordingly.

Question 10

*Did the Council get a copy?*

City of Mandurah's Response

The Mayor responded no however the information is readily available.

**6.7 MURRAY COWPER: ASSISTANCE AND RATES**

Question 1

*What is Council doing to assist ordinary families struggling with cost of living pressures?*

City of Mandurah's Response

The Mayor responded he appreciates the question and that there are a range of initiatives, and that the City will write to Mr Cowper outlining these.

Question 2

*Many people with fixed incomes are struggling to pay their bills and living cost. Will the Council commit to freezing rates for the next two years?*

City of Mandurah's Response

The Mayor responded no.

**6.8 LIA BREZNAY: 5G TOWERS**

Ms Breznay asked the following questions:

Question 1

*We would like to ask to see the Health and Safety Risk Assessment, the Environmental Impact Analysis and the Insurance Policy for the installed 5G towers.*

*Reason:*

*A large number of Mandurah residents complain about their health declining since the 5G towers had been installed all over town. The symptoms include inability to sleep, severe headaches, unable to feel rested, even visibly aging in unnatural speed (wrinkles appear from evening to morning) strange growths suddenly appearing on the surface of the skin, kidney problems, waking up with sweat on the face – while many can physically sense that the radiation is increasing during the nights especially during weekend nights at times to unbearable levels. The radiation is pulsing affecting every cells in the body, prevent people to have their deep sleep when the body supposed to detox and rejuvenate – instead people are suffering and being silently tortured with harmful microwave radiation.*

*One of the worst areas is in Greenfields around the retirement villages (tower is in Lakes Road) where the radiation is even higher – measurably higher, again during late night and early morning hours when people are supposed to sleep.*

*We have recorded the late night early morning radiation in Greenfields with a Trifield RF meter from 2.30am Saturday to Sunday night on 21 to 22 October 2023. It went up to extremely high, illegal and harmful levels. This level of radiation is physically sensible, it causes a feeling of push in the head, while some of us can literally hear the pulsing high frequency. This is no acceptable.*

*The local council supposed to be responsible and act on behalf of the residents. We respectfully ask to make steps to ensure our safety and prevent any further harm.*

City of Mandurah's Response

The Mayor advised the question would be taken on notice.

Question 2

*Is the Council not directly responsible?*

City of Mandurah's Response

The Chief Executive Officer responded the City of Mandurah does not own 5G towers but will provide advice in writing, including the contact details of Federal Government agencies and Hon Andrew Hastie MP to enquire further.

Question 3

*Isn't the Council responsible for resident's safety?*

City of Mandurah's Response

The Acting Director Business Services responded that the State Government approval process may include scientific studies and there is an assessment process, however local governments are not the decision-making authority for telecommunications infrastructure.

**6.9 STEVEN ZIELINSKI: VACANT LAND AND STAFFING**

Question 1

*Port Mandurah Residents are rated residential improved, how is vacant land rated?*

City of Mandurah's Response

The Chief Executive Officer responded that vacant land is rated residential vacant, this is standard across the City for all vacant residential land owners.

Question 2

*How many Full Time Equivalent (FTE) staff are employed at the City of Mandurah?*

City of Mandurah's Response

The Chief Executive Officer requested clarification in relation to what date would the FTE number like to be provided because there are continual staff movements with vacant positions. The Chief Executive Officer advised this question would be taken on notice and confirmed the number will be as at the annual report 30 June 2023.

Question 3

*How do you work out vacant land rates?*

City of Mandurah's Response

The Chief Executive Officer advised that the City uses the Gross Rental Value provided by the State Government and the rate in the dollar that Council approve. The City will write to you to explain it further. This information is available on the City of Mandurah website.

**7. PUBLIC STATEMENT TIME**

Nil.

**8. LEAVE OF ABSENCE REQUESTS**

**G.2/10/23 LEAVE OF ABSENCE: COUNCILLOR R BURNS – 1 DECEMBER 2023 TO 31 DECEMBER 2023 (INCLUSIVE)**

**MOTION**

**Moved: Councillor D Schumacher**  
**Seconded: Councillor P Rogers**

**That leave of absence be granted to Councillor R Burns from 1 December 2023 to 31 December 2023 (inclusive).**

**CARRIED: 12/0**

**FOR: Cr D Schumacher, Cr P Rogers, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr A Kearns, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani, Cr R Burns, Mayor R Williams**

**AGAINST: Nil**

**9. PETITIONS**

Nil.

**10. PRESENTATIONS**

Nil.

**G.3/10/23 CLOSED DOORS**

**MOTION**

**Moved: Councillor R Burns**  
**Seconded: Councillor A Kearns**



That the meeting proceeds with closed doors to allow for confidential deputation as it relates to Report 7 Consideration of an Objection to a Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 Confidential Attachments.

CARRIED: 12/0

FOR: Cr R Burns, Cr A Kearns, Cr D Schumacher, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani, Mayor R Williams, Cr P Rogers

AGAINST: Nil

## 11 DEPUTATIONS

### 11.1 APPLICANT: REPORT 7 CONSIDERATION OF AN OBJECTION TO A SECTION 14.5 NOTICE UNDER THE LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016

Applicant spoke in opposition to Report 7 Consideration of an Objection to a Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016.

#### G.4/10/23 EXTENSION OF DEPUTATION TIME

##### MOTION

Moved: Mayor R Williams

Seconded: Councillor D Schumacher

That Council moved to extend deputation time.

CARRIED: 12/0

FOR: Mayor R Williams, Cr D Schumacher, Cr R Burns, Cr A Kearns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani, Cr P Rogers

AGAINST: Nil

*Applicant vacated Chambers*

#### G.5/10/23 SUSPEND STANDING ORDERS

Moved: Mayor R Williams

Second : Councillor P Rogers

Councillors moved to suspend standing orders to allow for additional discussion of the item.

CARRIED: 12/0

FOR: Mayor R Williams, Cr P Rogers, Cr D Schumacher, Cr R Burns, Cr A Kearns,  
Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C  
Knight, Cr A Zilani  
AGAINST: Nil

**G.6/10/23 RESUME STANDING ORDERS**

**Moved: Mayor R Williams**  
**Seconded: Councillor A Kearns**

CARRIED: 12/0

FOR: Mayor R Williams, Cr A Kearns, Cr P Rogers, Cr D Schumacher, Cr R  
Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright,  
Cr C Knight, Cr A Zilani  
AGAINST: Nil

**G.7/10/23 OPEN DOORS**

**MOTION**  
**Moved: Mayor R Williams**  
**Seconded: Councillor D Schumacher**

CARRIED: 12/0

FOR: Mayor R Williams, Cr D Schumacher, Cr A Kearns, Cr P Rogers, Cr R  
Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright,  
Cr C Knight, Cr A Zilani  
AGAINST: Nil

**G.8/10/23 ADJOURNED MEETING**

**MOTION**  
**Moved: Mayor R Williams**  
**Seconded: Councillor D Schumacher**

**That Council adjourns meeting to enable Council members with a short break.**

CARRIED: 12/0

FOR: Mayor R Williams, Cr D Schumacher, Cr A Kearns, Cr P Rogers, Cr R Burns,  
Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C  
Knight, Cr A Zilani  
AGAINST: Nil

Meeting was adjourned at 7pm and recommenced at 7.10pm.

## 11. CONFIRMATION OF MINUTES

### G.9/10/23 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 26 SEPTEMBER 2023

#### MOTION

Moved: Councillor C Knight

Seconded: Councillor D Schumacher

**That the Minutes of Council Meeting held on Tuesday 26 September 2023 be confirmed.**

CARRIED: 12/0

FOR: Cr C Knight, Cr D Schumacher, Mayor R Williams, Cr A Kearns, Cr P Rogers, Cr R Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr A Zilani

AGAINST: Nil

## 12. ELECTION OF DEPUTY MAYOR

At the invitation of the Mayor, the Chief Executive Officer (CEO) explained that the election process for Deputy Mayor was required to be conducted in accordance with the *Local Government Act 1995*. Elected Members would then be asked to vote for their preferred nominee, using the ballot booths provided in the Chamber.

The CEO advised that nominations for the position of Deputy Mayor were required to be made in writing and that she had received four nominations prior to the start of the meeting, that being from Councillors David Schumacher, Caroline Knight, Ahmed Zilani and Ryan Burns. The opportunity was provided for further nominations to be submitted. Nominees were invited to provide a three minute speech. Following this, a ballot was undertaken in accordance with the Act.

The CEO declared Councillor Caroline Knight appointed as Deputy Mayor for a two year period (expiring 17 October 2025). Councillor Knight then made the Declaration of Office before Ms Jeanette F Hislop, JP.

## 13. DECLARATION OF INTERESTS

- 13.1 Councillor D Wilkins declared a impartiality interest in Minute G.14/11/23 - Report 4 Partial Road Closure – Division Road, Mandurah because his wife is employed by Mandurah Toyota who have a lease with the owner of the land. Councillor Wilkins remained in the Chamber for debate and voting.
- 13.2 Councillor C Knight declared a financial interest in Minute G.15/11/23 Report 5 – Mandurah Dolphin Research Partnership because she is the Chair of the Peel Harvey Catchment Council. Councillor Knight vacated the Chamber for debate and voting.
- 13.3 Councillor B Pond declared a impartiality interest in Minute G.15/11/23 Report 5 – Mandurah Dolphin Research Partnership because he is employed by the Department of Water and Environmental Regulation and in this capacity attends the Peel Harvey Catchment Council meetings.

## 15. QUESTIONS FROM ELECTED MEMBERS

Questions of which due notice has been given

Nil.

Questions of which notice has not been given

Nil.

## 16. BUSINESS LEFT OVER FROM PREVIOUS MEETING

Nil.

## 17. RECOMMENDATIONS OF COMMITTEES

Nil.

## 18. REPORTS

### G.10/10/23 CHANGE OF AGENDA ORDER

#### MOTION

Moved: Mayor R Williams

Seconded: Councillor D Schumacher

That Council consider Report 7 Consideration of an Objection to a Section 14.5 Notice under the *Local Government Property and Public Places Local Law 2016* due to the public interest.

CARRIED: 12/0

FOR: Mayor R Williams, Cr D Schumacher, Cr A Kearns, Cr P Rogers, Cr R Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani

AGAINST: Nil

### G.11/10/23 CONSIDERATION OF AN OBJECTION TO A SECTION 14.5 NOTICE UNDER THE LOCAL GOVERNMENT PROPERTY AND PUBLIC PLACES LOCAL LAW 2016 (REPORT 7)

#### Summary

A Section 14.5 Notice to Remove Thing Unlawfully Placed on Thoroughfare under the *City of Mandurah Local Government Property and Public Places Local Law 2016* was issued to the property owner. The notice required the removal of private structures that had been constructed on the verge within the road reserve (road verge). The property owners have not

complied with the notice and subsequently, lodged an objection through a Form 4 - Objection under Section 9.5 of the *Local Government Act 1995* (the Act).

Pursuant to the Act, the objection must be considered by Council with details provided within the *Confidential Attachments*.

Following consideration of the objection, Council is requested to uphold the notice and authorise City officers to enforce the removal of the private structures from the road verge.

It should be noted that should Council elect to uphold the notice to remove the private structures the property owner will have the right to appeal to the State Administrative Tribunal.

#### Officer Recommendation

That Council:

1. Having considered the Form 4 – Objection, dismisses the objection and upholds the Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 and authorises City officers to enforce the removal of the private structures from the road verge; and
2. Requests that City officers write to the property owners to advise them of item 1 above.

#### Council Resolution

##### **MOTION**

**Moved:** Mayor R Williams

**Seconded:** Councillor D Schumacher

**The item be deferred to the November Council Meeting for the purpose of gaining further information.**

CARRIED: 12/0

FOR: Mayor R Williams, Cr D Schumacher, Cr A Kearns, Cr P Rogers, Cr R Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani

AGAINST: Nil

Comment: Council resolved to defer the item until November Ordinary Council Meeting to allow City officers to obtain further information.

#### **G.12/10/23 FINANCIAL REPORT SEPTEMBER 2023 (REPORT 1)**

##### Summary

The Financial Report for September 2023 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

#### Officer Recommendation

That Council:

- 1 Receives the Financial Report for September 2023 as detailed in Attachment 1.1 of the report.
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.2 of the report:
 

|                      |                 |
|----------------------|-----------------|
| Total Municipal Fund | \$ 8,094,802.75 |
| Total Trust Fund     | \$ 0.00         |
|                      | \$ 8,094,802.75 |
- 3 Approves the following budget variations for 2023/24 annual budget:
  - 3.1 Increase in transfer out of Asset Management Reserve of \$50,000\* for SP Halls Head PSP
  - 3.2 Increase in transfer into Asset Management Reserve of \$2,763 for TM Estuary Road Delineation
  - 3.3 Decrease transfer out of Asset Management Reserve of \$412,015\* and Increase transfer out of:
    - Culture Reserve \$213,495\*
    - Building Reserve \$24,260\*
    - Sustainability Reserve \$74,260\*
    - City Centre Land Acquisition Reserve \$100,000\*
  - 3.4 Increase in capital revenue of \$2,763\* for TM Estuary Road Delineation project
  - 3.5 Decrease in unutilised loans \$2,377\*
    - To be offset by a reduction in transfer from reserve \$2,377\*
  - 3.6 Increase capital revenue of \$125,000\* for the Mandurah Mustangs Football Club Facility Development
    - To be transferred into the Buildings Reserve of \$125,000\* for the Mandurah Mustangs Football Club future Facility Development

#### Council Resolution

#### **MOTION**

**Moved:** Councillor P Rogers

**Seconded:** Councillor D Schumacher

**That Council:**

- 1 **Receives the Financial Report for September 2023 as detailed in Attachment 1.1 of the report.**
- 2 **Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.2 of the report:**

|                      |                 |
|----------------------|-----------------|
| Total Municipal Fund | \$ 8,094,802.75 |
| Total Trust Fund     | \$ 0.00         |
|                      | \$ 8,094,802.75 |
- 3 **Approves the following budget variations for 2023/24 annual budget:**
  - 3.1 **Increase in transfer out of Asset Management Reserve of \$50,000\* for SP Halls Head PSP**

- 3.2 Increase in transfer into Asset Management Reserve of \$2,763 for TM Estuary Road Delineation**
- 3.3 Decrease transfer out of Asset Management Reserve of \$412,015\* and Increase transfer out of:**
  - Culture Reserve \$213,495\*
  - Building Reserve \$24,260\*
  - Sustainability Reserve \$74,260\*
  - City Centre Land Acquisition Reserve \$100,000\*
- 3.4 Increase in capital revenue of \$2,763\* for TM Estuary Road Delineation project**
- 3.5 Decrease in unutilised loans \$2,377\***
  - To be offset by a reduction in transfer from reserve \$2,377\*
- 3.6 Increase capital revenue of \$125,000\* for the Mandurah Mustangs Football Club Facility Development**
  - To be transferred into the Buildings Reserve of \$125,000\* for the Mandurah Mustangs Football Club future Facility Development

CARRIED: 12/0

FOR: Cr P Rogers, Cr D Schumacher, Mayor R Williams, Cr A Kearns, Cr R Burns, Cr B Pond, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr C Knight, Cr A Zilani

AGAINST: Nil

*Councillor P Rogers vacated the Chamber at 7.53pm and returned at 7.56pm*

#### **G.13/10/23      2022/23 MOSQUITO MANAGEMENT ANNUAL REPORT (REPORT 2)**

The Mayor invited the Senior Mosquito Operations Officer to provide a presentation on the Mosquito Management 2022/23 Annual Report.

##### Summary

This annual report provides an overview of mosquito management activities undertaken during the 2022/23 season by the City, in partnership with the Peel Mosquito Management Group (PMMG) and the WA Department of Health (DoH).

Season 2022/23 was very challenging and replicated events in season 2021/22, with the continuation of environmental conditions influenced by a third successive La Niña weather event. Tidal inundation to estuarine wetland breeding grounds was again frequent and provided saltmarsh mosquitoes with the ideal environmental conditions to maintain intense breeding cycles across the entire season.

Despite these challenges, the City and PMMG worked hard to minimise saltmarsh mosquito populations and the ongoing risk to the community from mosquito borne disease in the form of Ross River virus (RRV) and Barmah Forrest virus (BFV). This required intensive field surveillance and well executed aerial larvicide treatments.

Twenty-two (22) aerial larviciding treatments were undertaken between 1 July 2022 and 30 June 2023 with a total area of 5,362.4 hectares being treated across the Peel region.

During season 2022/23, twenty-seven (27) human cases of RRV were reported for Mandurah, compared to the forty-two (42) reported during season 2021/22. RRV case numbers remained well below the monthly five-year moving average. A total of eight (8) human cases of BFV were reported as opposed to none (0) in 2021/22. The incidence of RRV and BFV in any given year is driven by a range of complex factors including environmental conditions, virus transmission cycles and the abundance of adult mosquitoes.

#### Officer Recommendation

That Council:

1. Receives the City of Mandurah Mosquito Management Program: 2022/23 Annual Report.
2. Approves the communication of this report to following key stakeholders:
  - 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; and
  - 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. 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.
6. Supports ongoing advocacy by the Mayor and City Officers on the review of the current CLAG funding model to ensure that adequate funding is available to effectively manage mosquitoes during seasonal variations and inclusive of ongoing funding for winter treatments.

#### Council Resolution

##### **MOTION**

**Moved:** Councillor B Pond

**Seconded:** Councillor C Knight

That Council:

1. **Receives the City of Mandurah Mosquito Management Program: 2022/23 Annual Report.**
2. **Approves the communication of this report to following key stakeholders:**
  - **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; and
  - 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. 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.
  6. Supports ongoing advocacy by the Mayor and City Officers on the review of the current CLAG funding model to ensure that adequate funding is available to effectively manage mosquitoes during seasonal variations and inclusive of ongoing funding for winter treatments.

CARRIED: 12/0

FOR: Cr B Pond, Cr C Knight, Cr P Rogers, Cr D Schumacher, Mayor R Williams, Cr A Kearns, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr A Zilani

AGAINST: Nil

**G.14/10/23 DOG EXERCISE (OFF LEASH) 34-38, (LOT 3) KARINGA ROAD, SAN REMO (REPORT 3)**

Summary

In May 2023, the City was advised of an anomaly with the current allocation of dog exercise areas in San Remo/ Madora Bay. In July 2014, when City officers proposed to Council to approve a dog exercise area in San Remo, it was intended that the location was 34-38 (Lot 3) Karinga Road, San Remo, which is commonly referred to by the community as "*Karinga Reserve*" (refer to *Attachment 4.1*).

A review by City officers has identified that the dog exercise area that was approved was described as *Karinga Reserve*, Reserve No 47852. It has been identified that Reserve No 47852, is 19 and 3, Karinga Road, bounded by Karinga Road and Guillardon Terrace, Madora Bay and is named "*Harry Perry Park* (refer to *Attachment 4.2*)." This was not the intended location.

On 25 July 2023, Council endorsed commencement of public notification of its intention to formalise 34-38 (Lot 3) Karinga Road, San Remo as a dog exercise area and remove the dog exercise area designation of Reserve No 47852, Madora Bay. This location would revert to 'dog-on-lead'. Signage will be installed to reflect the change.

Council is requested to provide final approval for the proposed change to the above areas.

Officer Recommendation

That Council:

- 1) Approves 34-38 (Lot 3) Karinga Road, San Remo to be a dog exercise (off lead) area.
- 2) Approves removal of the dog exercise status of Reserve No 47852 bounded by Karinga Road and Guillardon Terrace, Madora Bay known as Harry Perry Park and the location revert to dog on lead.

#### Council Resolution

#### **MOTION**

**Moved:** Councillor C Knight

**Seconded:** Councillor A Zilani

#### **That Council:**

- 1) Approves 34-38 (Lot 3) Karinga Road, San Remo to be a dog exercise (off lead) area.
- 2) Approves removal of the dog exercise status of Reserve No 47852 bounded by Karinga Road and Guillardon Terrace, Madora Bay known as Harry Perry Park and the location revert to dog on lead.

CARRIED: 12/0

FOR: Cr C Knight, Cr A Zilani, Cr P Rogers, Cr D Schumacher, Mayor R Williams, Cr A Kearns, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr B Pond

AGAINST: Nil

#### **G.15/10/23 PARTIAL ROAD CLOSURE – DIVISION ROAD, MANDURAH (REPORT 4)**

#### Summary

The City has been approached by the property owner (Nautica Pty Ltd) of the land that encompasses the Mandurah Mazda & Mandurah Toyota car dealerships on the corner of Randell St and Pinjarra Road, Mandurah to close and acquire the western (segmented) portion of Division Road measuring approximately 850 sq m ('the subject road') which they are currently utilising for parking and access purposes to support their business.

The proposed acquisition, for amalgamation into their existing lots to the north (being Lot 250 and Lot 23), will enable them to expand and secure their facility, as well as assist in alleviating anti-social behavioural problems that are occurring.

The closure will transfer the responsibility for the land, which currently sits with the City, over to the landowners who are using and gaining the primary benefit from it.

City officers have undertaken the necessary actions, including advertising for 35 days, as outlined under section 58 of the *Land Administration Act 1997* and associated regulations, without any objections received, therefore Council endorsement is now sought to finalise the proposed road closure.

#### Officer Recommendation

That Council:

- 1 Requests the Minister for Lands to approve the closure of the approximate 850 square metre portion of Division Road, Mandurah pursuant to Section 58 of the *Land Administration Act 1997*.
- 2 Subject to standard subdivision approval processes, supports the amalgamation of the subject road reserve into Lot 23 (No. 7) Randell Street, Mandurah and Lot 250 (No. 137) Pinjarra Road, Mandurah.

Council Resolution

**MOTION**

**Moved:** Councillor P Rogers

**Seconded:** Councillor D Schumacher

That Council:

- 1 **Requests the Minister for Lands to approve the closure of the approximate 850 square metre portion of Division Road, Mandurah pursuant to Section 58 of the *Land Administration Act 1997*.**
- 2 **Subject to standard subdivision approval processes, supports the amalgamation of the subject road reserve into Lot 23 (No. 7) Randell Street, Mandurah and Lot 250 (No. 137) Pinjarra Road, Mandurah.**

CARRIED: 12/0

FOR: Cr P Rogers, Cr D Schumacher, Cr C Knight, Cr A Zilani, Mayor R Williams, Cr A Kearns, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr B Pond

AGAINST: Nil

*Councillor C Knight vacated the Chambers at 8.32pm due to her financial interest in the following report.*

**G.16/10/23 MANDURAH DOLPHIN RESEARCH PARTNERSHIP (REPORT 5)**

Summary

In December 2016, Council resolved to support a four-year strategic partnership with Murdoch University through a contribution of \$30,000 per year. This strategic partnership, called the Peel Harvey Dolphin Research Project (now referred to as the Mandurah Dolphin Research Partnership), aimed to assess the long-term viability of the Mandurah dolphin population to assist government, industry, and community groups in the planning of their activities in the marine environment to minimise detrimental impacts on the local dolphin population.

Council is now asked to consider supporting a second iteration of the Mandurah Dolphin Research Partnership, led by Murdoch University, it aims to:

1. evaluate the dolphins contribution to ecosystem benefits and services as required by the Ramsar convention;
2. monitor the dolphin community for any changes that may impact the described ecological character of the wetland; and

3. develop a collaborative response strategy to local dolphin incidents.

To support the Mandurah Dolphin Research Partnership, Council is requested to approve a contribution of \$20,000 per year for three years. In addition to the City's proposed contribution, Peel Development Commission has agreed to provide a one-off \$10,000 contribution to this project, Peel-Harvey Catchment Council has agreed to provide \$5,000 per year for three years (subject to City of Mandurah funding being approved), and Visit Mandurah has agreed to provide \$3,500 per year for three years. Murdoch University will also provide an estimated \$135,000 in-kind support to the project, over three years, and has also agreed to waive University overheads to the value of approximately \$28,650. The Department of Biodiversity, Conservation and Attractions has agreed to be a formal partner on the project but has not committed to providing a financial contribution.

#### Officer Recommendation

That Council:

1. Approve funding in an amount of \$20,000 per year for three years to the Mandurah Dolphin Research Project.
2. Authorise the CEO to enter into a Funding Agreement with Murdoch University.
3. Authorise the CEO to advocate to the relevant State Government departments to support the findings and intended outcomes of the research proposal.

#### Council Resolution

#### **MOTION**

**Moved:** Mayor R Williams

**Seconded:** Councillor P Rogers

**The item be deferred to the November Council Meeting for the purpose of gaining further information.**

CARRIED: 11/0

FOR: Mayor R Williams, Cr P Rogers, Cr C Knight, Cr A Zilani, Cr D Schumacher, Cr A Kearns, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr B Pond

AGAINST: Nil

Comment: Council resolved to defer the item until November Ordinary Council Meeting to allow City officers to obtain further information.

*Councillor C Knight returned to the Chambers at 8.38pm*

*Councillor A Kearns left the meeting at 8.41pm and did not return*

#### **G.17-20/10/23 APPOINTMENT TO COMMITTEES OF COUNCIL (REPORT 6)**

#### Summary

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council of the City of Mandurah (the City) may establish committees and appointment members accordingly. Membership to committees formed by Council expired on 20 October 2023. Council is now requested to:

- Consider and adopt the powers and duties of the Audit and Risk Committee (Attachment 6.2) and appoint Elected Members to the Committee for two-years, expiring on 24 October 2025;
- Appoint an external independent member to the Audit and Risk Committee for an appointment of two-years, expiring on 24 October 2025 (Confidential Attachment 6.1); and
- Consider and adopt the powers and duties of the Planning and Community Consultation Committee (Attachment 6.4) and appoint Elected Members to the Committee for two-years, expiring on 24 October 2025.

#### Officer Recommendation

That Council:

1. Approve the powers and duties of Council's Audit and Risk Committee as per Attachment 6.2, and appoint the following Elected Members until 24 October 2025:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deputy Committee Members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Appoint \_\_\_\_\_ to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 24 October 2025 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum.
3. Appoint \_\_\_\_\_ to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 30 June 2024 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum (pro rata).
4. Notes that a further report will be presented to Council to consider the payment of a fee to the independent committee members as determined by the Salaries and Allowances Tribunal.
5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 6.4, and appoint the following Elected Members until 24 October 2025:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Deputy Committee Members:

\_\_\_\_\_  
\_\_\_\_\_

Council Resolution

**G.17/10/23 PART A**

**MOTION**

**Moved:** Mayor R Williams  
**Seconded:** Councillor A Zilani

**That Council:**

- 1. Approve the Audit and Risk Committee Terms of Reference as per Attachment 6.2 and amend the membership to include seven Elected Members, two independent members and two deputies.**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

**FOR:** Mayor R Williams, Cr A Zilani, Cr P Rogers, Cr D Schumacher, Cr C Knight, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr B Pond

**AGAINST:** Nil

**Comment:** Council resolved to increase the Elected Member representation to seven.

**G.18/10/23 PART B**

**MOTION**

**Moved:** Councillor D Schumacher  
**Seconded:** Councillor P Rogers

**That Council:**

- 2. Appoint to the Audit and Risk Committee, the following Elected Members until 17 October 2025:**

**Councillor A Zilani  
Councillor C Knight  
Councillor P Rogers  
Councillor R Burns  
Councillor S Wright**

**Councillor A Kearns  
Mayor R Williams**

**Deputy Committee Members:**

**Councillor B Pond  
Councillor D Wilkins**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

FOR: Mayor R Williams, Cr A Zilani, Cr P Rogers, Cr C Knight, Cr D Schumacher,  
Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright, Cr B  
Pond

AGAINST: Nil

**G.19/10/23 PART C**

**MOTION**

**Moved: Mayor R Williams  
Seconded: Councillor B Pond**

**That Council:**

3. **Appoint Jonathan Seth to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 17 October 2025 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum.**
4. **Appoint Wayne Ticehurst to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 30 June 2024 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum (pro rata).**
5. **Notes that a further report will be presented to Council to consider the payment of a fee to the independent committee members as determined by the Salaries and Allowances Tribunal.**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

FOR: Mayor R Williams, Cr B Pond, Cr A Zilani, Cr P Rogers, Cr C Knight, Cr D  
Schumacher, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S  
Wright

AGAINST: Nil

**G.20/10/23 PART D**

**MOTION**

**Moved: Councillor P Rogers  
Seconded: Councillor C Knight**

**That Council:**

**6. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 6.4, and appoint the following Elected Members until 17 October 2025:**

**Councillor B Pond  
Councillor A Zilani  
Councillor C Knight  
Councillor J Smith  
Councillor R Burns  
Councillor S Wright  
Councillor D Wilkins  
Councillor A Kearns  
Councillor D Schumacher  
Councillor J Cumberworth  
Mayor R Williams**

**Deputy Committee Members:  
Councillor P Rogers  
Councillor P Jackson**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

FOR: Cr P Rogers, Cr C Knight, Mayor R Williams, Cr B Pond, Cr A Zilani, Cr D Schumacher, Cr R Burns, Cr J Smith, Cr J Cumberworth, Cr D Wilkins, Cr S Wright

AGAINST: Nil

*Councillor D Wilkins vacated the Chamber at 8.59pm and returned at 9.02pm*

*Councillor A Zilani vacated the chamber at 9.08pm and returned at 9.11pm*

**G.21/10/23 ELECTED MEMBER APPOINTMENTS AND NOMINATIONS (REPORT 8)**

Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the Local Government Election Day, Saturday 21 October 2023.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years (expiring 24 October 2025) and nomination to the Australia Day Awards Selection Panel. Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*).

At the Ordinary Council Meeting of 28 November 2023, Council will be requested to consider the Terms of Reference for Council's Advisory Groups and the appointment of Elected Members. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.



Officer Recommendation

That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 24 October 2025:

- 1.1 Mandurah Local Emergency Management Advisory Committee

Deputy: \_\_\_\_\_

- 1.2 Mandurah Bush Fire Advisory Committee

Deputy: \_\_\_\_\_

2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 8.1.\*

3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:

- 3.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment

Panel:

Local Member 1 \_\_\_\_\_

Local Member 2 \_\_\_\_\_

Alternate 1 \_\_\_\_\_

Alternate 2 \_\_\_\_\_

4. Approve the Elected Member appointments to Rivers Regional Council until such time that Rivers Regional is wound up:

Deputy: \_\_\_\_\_  
Deputy: \_\_\_\_\_

5. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 24 October 2025:

Mayor Rhys Williams

Deputy: \_\_\_\_\_  
Deputy: \_\_\_\_\_

6. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 24 October 2025:

- 5.1 Peel-Harvey Catchment Council (local government coastal representatives)

\_\_\_\_\_

- 5.2 Australian Coastal Council Association

7. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 24 October 2025:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Council Resolution

**MOTION**

**Moved:** Councillor C Knight

**Seconded:** Councillor J Cumberworth

**That Council:**

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 17 October 2025:

1.1 Mandurah Local Emergency Management Advisory Committee

Councillor A Kearns

Councillor J Smith

Deputy: Councillor B Pond

1.2 Mandurah Bush Fire Advisory Committee

Councillor J Smith

Deputy: Councillor B Pond

2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 8.1.\*

3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:

3.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development

Assessment Panel:

Local Member 1

Local Member 2

Alternate 1

Alternate 2

Mayor R Williams

Councillor C Knight

Councillor P Rogers

Councillor R Burns

4. Approve the Elected Member appointments to Rivers Regional Council until such time that Rivers Regional is wound up:

Councillor D Schumacher

Councillor R Burns

Deputy: Councillor P Rogers

Deputy: Councillor A Zilani

- 5. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 17 October 2025:**

Mayor R Williams  
Councillor A Kearns  
Deputy: Councillor A Zilani  
Deputy: Councillor R Burns

- 6. Recommends that no elected member nomination be made to the Peel-Harvey Catchment Council (Local Government coastal representatives).**
- 7. The nomination for the Australian Coastal Council Association be deferred to a future meeting.**
- 8. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 17 October 2025:**

- 1. Councillor B Pond**
- 2. Councillor J Smith**
- 3. Councillor S Wright**
- 4. Councillor D Wilkins**
- 5. Councillor D Schumacher**

CARRIED WITH ABSOLUTE MAJORITY: 11/0

FOR: Cr C Knight, Cr J Cumberworth, Cr P Rogers, Mayor R Williams, Cr B Pond, Cr A Zilani, Cr D Schumacher, Cr R Burns, Cr J Smith, Cr D Wilkins, Cr S Wright

AGAINST: Nil

Comment: Council resolved not to nominate a representative to the Peel Harvey Catchment Council due to Deputy Mayor Caroline Knight already appointed as Chair. The Australian Coastal Council Association nomination was deferred to discuss with Council the benefits of membership.

**19. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil.

**20. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING**

Nil.

**21. LATE AND URGENT BUSINESS ITEMS**

Nil.

## **22. CLOSE OF MEETING**

There being no further business, the Mayor declared the meeting closed at 9.21pm.

CONFIRMED ..... (MAYOR)

**Attachments to Council Minutes:**  
31 October 2023 Council Agenda  
31 October 2023 Additional Information

**ORDINARY COUNCIL MEETING: 31 OCTOBER 2023****REPORT 6      APPOINTMENT TO COMMITTEES OF COUNCIL**

Report 6 Appointment to Committees of Council included incorrect versions of Attachment 6.1 Audit and Risk Committee Terms of Reference (tracked) and Attachment 6.2 Audit and Risk Committee Terms of Reference (clean). The amended versions are now provided.

By way of background, in previous years the Audit and Risk Committee consisted of two external independent members. Over the last four years, the nominations have been limited and one independent member was appointed by Council. However, in response to this year's nomination process for independent members to the Audit and Risk Committee, the City of Mandurah (the City) has received two outstanding nominations and therefore City officers are recommending that two external independent members are appointed. To keep the number of total members at seven, City officers are recommending that the number of Elected Members reduce to 5.

Council is responsible for adopting the Audit and Risk Committee Terms of Reference. At the Council meeting, Council may elect to amend the Terms of Reference to change the composition of the Committee.

# Audit and Risk Committee Terms of Reference

## Document Control

| Effective date | Next review due | Amendment Details                                                                                                                                                                                          | Prepared by                              | Endorsed by             | Approved by |
|----------------|-----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------|-------------|
| October 2019   | October 2021    | Expanded description of Committee function, purpose, membership and role of City staff, plus recognition of the new role of the Office of the Auditor General                                              | Manager Governance Services              | Chief Audit Executive   | Council     |
| May 2020       | October 2021    | Removal of the ability for Audit and Risk Committee to approve the appointment of any internal audit service provider.                                                                                     | Manager Governance Services              | Chief Audit Executive   | Council     |
| October 2021   | October 2023    | Minor amendments including reference to regulations and Code of Conduct.                                                                                                                                   | Manager Governance, Procurement and Land | Chief Audit Executive   | Council     |
| TBA            | October 2025    | <a href="#"><u>reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements</u></a> | Executive Manager Governance Services    | Chief Executive Officer | Council     |

# 1. Committee's authority and purpose

## Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit and Risk Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

## Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review; and
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results of its review

# 2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;

- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and:
  - Determine if any matter raised requires action to be taken by the City;
  - Ensure that appropriate action is taken in respect of those matters; and
  - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis aApprove the following:
  - Internal Audit Charter;
  - Internal Audit Manual;
  - Strategic and Operational Internal Annual Audit Plans; and
  - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters;
- Review the City's annual Compliance Audit Return and report the results of that review to Council; and
- Receive and review biennial—triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance.

### 3. Committee membership

#### Composition

The Committee shall comprise of up to seven members, consisting of:

- Five ~~Six~~ Elected Members; and
- ~~One~~ Two external independent members.

The Council can appoint one or more deputies to the Audit and Risk Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*



- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

The Council shall appoint one of the ~~five~~ six Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must declare conflicts of interest in accordance with section 22 of the *Local Government (Model Code of Conduct) Regulations 2021*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of external independent persons will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Understanding of complexities associated with the City of Mandurah.

An external independent member will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

### **Termination of appointment**

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.
- A member's conduct, action or comments bring the City of Mandurah into disrepute.

### **Committee member entitlements**

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent member may apply for a reimbursement of expenses up to the value of \$3,000 per annum.

## **4. Role of City staff**

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be presented to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
  - Obtaining information for the next or future meeting;
  - Preparing a paper for the next or future meeting;
  - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
  - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

## 5. Committee meetings

### **Quorum**

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

### **Attendance by Electronic Means**

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

### **Frequency**

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ten times per year.

### **Agenda**

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

### **Public Attendance at Meetings**

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

### **Voting**

Voting is in accordance with Section 5.21 of the Act.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

### **Reporting**

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

### **Confidentiality**

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.

# Audit and Risk Committee Terms of Reference

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**NOTICE OF MEETING**

**ORDINARY COUNCIL**

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

**Tuesday 31 October 2023 at 5.30pm**

**CASEY MIHOVLOVICH**  
Chief Executive Officer  
23/10/2023

# 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**

See attachment 5.1

**6. AMENDMENT TO STANDING ORDERS**

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

**7. 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 [mandurah.wa.gov.au](http://mandurah.wa.gov.au) or telephone 9550 3787.

**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 [mandurah.wa.gov.au](http://mandurah.wa.gov.au) or telephone 9550 3787.

**9. ELECTION OF DEPUTY MAYOR**

**10. LEAVE OF ABSENCE REQUESTS**

**11. PETITIONS**

**12. PRESENTATIONS****13. 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 *mandurah.wa.gov.au* or telephone 9550 3787.

**14. CONFIRMATION OF MINUTES**

13.1 Ordinary Council Meeting: 26 September 2023

Minutes available on the City's website via *mandurah.wa.gov.au/council/council-meetings/agendas-and-minutes*

**15. ANNOUNCEMENTS BY THE PRESIDING MEMBER (WITHOUT DISCUSSION)****16. DECLARATIONS OF FINANCIAL, PROXIMITY AND IMPARTIALITY INTERESTS****17. 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

**18. BUSINESS LEFT OVER FROM PREVIOUS MEETING****19. RECOMMENDATIONS OF COMMITTEES****20. REPORTS**

| <b>No.</b> | <b>Item</b>                                                   | <b>Page No</b> | <b>Note</b>                |
|------------|---------------------------------------------------------------|----------------|----------------------------|
| 1          | Financial Report September 2023                               | 8-33           | Absolute Majority Required |
| 2          | 2022-2023 Mosquito Management Annual Report                   | 34-46          |                            |
| 3          | Dog Exercise (Off Leash) 34-38, (Lot 3) Karina Road, San Remo | 47-51          |                            |
| 4          | Partial Road Closure – Division Road, Mandurah                | 52-57          |                            |

|   |                                                                                                                             |         |                                                   |
|---|-----------------------------------------------------------------------------------------------------------------------------|---------|---------------------------------------------------|
| 5 | Mandurah Dolphin Research Partnership                                                                                       | 58-73   | Absolute Majority Required                        |
| 6 | Appointment to Committees of Council                                                                                        | 74-98   | Absolute Majority Required<br>Confidential Page 1 |
| 7 | Consideration of an Objection to a Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 | 99-103  | Confidential Pages 2-16                           |
| 8 | Elected Member Appointments and Nominations                                                                                 | 104-121 | Absolute Majority Required                        |

**21. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

**22. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING**

**23. LATE AND URGENT BUSINESS ITEMS**

**24. CONFIDENTIAL ITEMS**

**25. CLOSE OF MEETING**

### RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON 26 SEPTEMBER 2023

#### 7.2 BETH PATERSON: LAWS GOVERNING COMMERCE AND NATIVE TITLE CLAIMS

##### Question 5

*What areas within Mandurah are impacted by this claim?*

The map of Noongar Native Title Agreement Group Gnaala Karla Booja provided by the State Government covers the whole of the City of Mandurah. For a more detailed map please visit [www.wa.gov.au](http://www.wa.gov.au).



#### 7.3 STEVEN ZIELINSKI: REFERENDUM, FORESHORE POOL AND MARC ROOF

##### Question 4

*How much have you spent on the foreshore project?*

##### City of Mandurah Response

The Director Built and Natural Environment confirmed that the City has spent \$14.3 million of the \$22.3 million budget allocated for the Waterfront project.

#### 7.4 WENDY HEATHCOCK: VIDEO SURVEILLANCE CAMERAS

##### Question 1

*How many video surveillance cameras does the City of Mandurah have set up and in operation?*

##### City of Mandurah Response

The City has 311 Video Surveillance cameras.

|                                                                                                   |
|---------------------------------------------------------------------------------------------------|
| <b>RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON<br/>26 SEPTEMBER 2023</b> |
|---------------------------------------------------------------------------------------------------|

### Question 2

*How many video surveillance cameras does the City of Mandurah plan to install?*

#### City of Mandurah Response

The City has no specific plans for future CCTV installations. Where a safety concern is identified and CCTV is proposed as a response by a City Officer or community member, a full assessment of the area is undertaken using the principles of Crime Prevention Through Environmental Design to determine if the installation of CCTV is the most advantageous option.

### Question 5

*Where is the video surveillance footage stored and monitored and for how long?*

#### City of Mandurah Response

Footage is stored within the City's Data Centre. It is retained for 31 days and is then automatically and permanently deleted.

In accordance with the *State Records Act 2000*, the minimum retention for recorded footage is:

Public Area CCTV – 28 Days

Internal Facilities CCTV – 7 Days

### Question 7

*What consent have the residents of the City of Mandurah given to have photographic footage and images taken, monitored and stored? What about the approval of residents?*

#### City of Mandurah Response

The *Surveillance Devices Act 1998* requires consent to be obtained where a private activity is undertaken. A private activity is defined as "any activity carried on in circumstances that may reasonably be taken to indicate that any of the parties to the activity desires it to be observed only by themselves, but does not include an activity carried on in any circumstances in which the parties to the activity ought reasonably to expect that the activity may be observed;" An example of activities that could reasonably expect that the activity may be observed are those activities carried out in public spaces or in City buildings.

### Question 9

*How much does it cost to set up and install cameras?*

#### City of Mandurah Response

The cost to set up and install new CCTV cameras can vary greatly, and depends on many contributing factors such as location, type of camera required, complexity of installation, whether it requires supporting infrastructure and more. Procurement is conducted in

|                                                                                                   |
|---------------------------------------------------------------------------------------------------|
| <b>RESPONSE TO QUESTIONS TAKEN ON NOTICE AT THE COUNCIL MEETING HELD ON<br/>26 SEPTEMBER 2023</b> |
|---------------------------------------------------------------------------------------------------|

accordance with Council Procurement Policy (POL-CPM 02) to ensure that best value for money is achieved. As an indication, the City expended \$48,717 in the 2022/23 financial year on new, temporary mobile and replacement CCTV. The City has budgeted \$20,000 in 2023/24 toward installation of CCTV. Further consideration for CCTV can be included in capital projects.

The City maximises Federal and State Government grants to support installations of CCTV in public areas where practicable.

### **7.5 CLIFF HORTON: SPEND ON CONSULTANTS, CONFLICT OF INTEREST MANAGEMENT, 15 MINUTE CITIES, KIMBERLY FUND DONATION**

#### Question 1

*How much money was spent on consultants in the year 2020, 2021 and 2022 in Mandurah City?*

#### City of Mandurah Response

The question remains to be taken on notice. The City aims to provide a response in the November Council Meeting agenda.

### **7.6 BRIAN PERRY: ACKNOWLEDGEMENT TO COUNTRY, CORRESPONDENCE AND RATES**

#### Question 2

*When did the policy get adopted?*

#### City of Mandurah Response

POL-CMR 07, Welcome to Country and Acknowledgement of Country Policy, was adopted by Council in 2015 and last reviewed in 2019. The Policy is currently under review again, anticipated for consultation with the RAP Steering Group in early 2024.

The objectives of the Policy are:

1. To acknowledge the cultural importance of Welcome to Country for Aboriginal people and its importance to Mandurah's heritage and identity.
2. To enable the wider community to share in Aboriginal culture thereby leading to better community relationships and understanding.
3. To provide direction and support to officers of the City of Mandurah for Welcome to Country and Acknowledgment of Country protocols.



**1**      **SUBJECT:**                      Financial Report September 2023  
**DIRECTOR:**                      Business Services  
**MEETING:**                        Council Meeting  
**MEETING DATE:**                31 October 2023

## Summary

The Financial Report for September 2023 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.24/7/23                      25/07/2023                      Budget Adoption 2023/2024

## Background

Nil

## Comment

### Financial Summary

The financial report for September 2023 shows an actual surplus for this period of \$84.5 million. This is considered a reasonable surplus at the current point in time and is sufficient to meet the City's obligations up to 30 June 2024.

A summary of the financial position for September 2023 is detailed in the table below:

|                                                     | Current<br>Budget | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var.<br>(b)-(a) | Var.%<br>(b)-(a)/(a) |
|-----------------------------------------------------|-------------------|----------------------|----------------------|-----------------|----------------------|
|                                                     | \$<br>000s        | \$<br>000s           | \$<br>000s           | \$<br>000s      | %                    |
| <b>Opening Funding Surplus / (Deficit)</b>          | <b>600</b>        | <b>600</b>           | <b>567</b>           | <b>(33)</b>     | <b>-5%</b>           |
| <b><u>Revenue</u></b>                               |                   |                      |                      |                 |                      |
| Revenue from operating activities                   | 134,625           | 114,870              | 113,426              | (1,444)         | -1%                  |
| Capital revenue, grants and Contribution            | 17,707            | 4,427                | 1,651                | (2,776)         | -63%                 |
|                                                     | <b>152,332</b>    | <b>119,297</b>       | <b>115,076</b>       | <b>(4,220)</b>  |                      |
| <b><u>Expenditure</u></b>                           |                   |                      |                      |                 |                      |
| Operating Expenditure                               | (153,866)         | (38,577)             | (32,876)             | 5,701           | -15%                 |
| Capital Expenditure                                 | (49,128)          | (10,820)             | (5,317)              | 5,503           | -51%                 |
|                                                     | <b>(202,994)</b>  | <b>(49,397)</b>      | <b>(38,192)</b>      | <b>11,204</b>   |                      |
| Non-cash amounts excluded from operating activities | 33,870            | 8,681                | 8,559                | (123)           | -1%                  |
| Non-cash amounts excluded from investing activities | 500               | 500                  | -                    | (500)           | -100%                |
| Other Capital Movements                             | 15,201            | (1,443)              | (1,549)              | (106)           | 7%                   |
| <b>Closing Funding Surplus / (Deficit)</b>          | <b>(490)</b>      | <b>78,239</b>        | <b>84,461</b>        | <b>6,222</b>    | <b>8%</b>            |

The following table highlights the status of the City's key capital projects for the 2023/2024 financial year:

| Project                                   | 2023/24<br>Actuals<br>Incl.<br>CMT<br>\$'000s | 2023/24<br>Annual<br>Budget<br>\$'000s | On Time /<br>On Budget                                                                                                                                                                                                                                           | Asset<br>Classification | Comment                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------|-----------------------------------------------|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| MARC<br>Roof<br>Repairs                   | 5,533                                         | 6,034                                  | The project completion date is expected to be early 2024.<br><br>The annual budget will be adjusted as part of the EOFY Actuals Budget Adjustments.                                                                                                              | <i>Buildings</i>        | <i>Project status:</i><br>Works are progressing, with demolition complete. Steel Fabrication has commenced, and works are expected to be completed by early 2024.                                                                                                                                                                                                                                                                                                                                                                                                       |
| Eastern<br>Foreshore<br>South<br>Precinct | 952                                           | 1,465                                  | The project's original date of completion was January 2022, and the project was completed in August 2022.<br><br>The project is completed and was within the budget allocated.<br><br>The toilet block and surrounds are expected to be completed by early 2024. | <i>Parks</i>            | <i>Project status:</i><br><b><u>Estuary Pool</u></b><br>The Estuary Pool was opened to the public on 24 December 2021.<br><br><b><u>Eastern Foreshore South – Reserve Area</u></b><br>Carpark reconfiguration and paving is complete. The concrete seating wall and soft landscaping works are complete. Works to the southern end of the Eastern Foreshore area are complete. The Mobility Scooter Charging Station has been installed.<br><br><b><u>Toilet Block</u></b><br>Site works have commenced and the toilet block is expected to be completed in early 2024. |

|                                              |     |       |                                                                                                                                                                                                                         |                  |                                                                                                                                                                                                                                                                                                                               |
|----------------------------------------------|-----|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Eastern Foreshore North and Central Precinct | 370 | 1,227 | The project completion date is expected to be mid-2025. A concept design cost estimate has indicated that funds may need to be reallocated from within the Waterfront project to ensure all key elements are delivered. | <i>Parks</i>     | <i>Project status:</i><br>The design is progressing and detailed design is expected to be completed in November 2023.<br><br>Construction to commence after Crabfest in 2024.                                                                                                                                                 |
| Coodanup Foreshore                           | 621 | 1,379 | The Stage 1 and 2 completion date is expected to be June 2024.                                                                                                                                                          | <i>Parks</i>     | <i>Project status:</i><br>Earthworks are completed, concrete edging and concrete and limestone paths are all installed. Playground installation expected mid-January 2024. All work is expected to be completed by the end of January 2024.                                                                                   |
| RC Peel Street Stage 4                       | 62  | 1,712 | The project completion date is expected to be June 2024.                                                                                                                                                                | <i>Roads</i>     | <i>Project status:</i><br>Final site service relocation works are complete. Community consultation is to commence in October 2023. Works are expected to commence in November 2023.                                                                                                                                           |
| Dawesville Community Centre                  | 377 | 2,665 | The project completion date is expected to be early 2025.                                                                                                                                                               | <i>Buildings</i> | <i>Project status:</i><br>Construction Tenders have been advertised and are due to close in November 2023. Construction is to commence in early 2024.                                                                                                                                                                         |
| Falcon Coastal Shared Path Stage 1           | 61  | 1,161 | The project completion date is expected to be early 2025.                                                                                                                                                               | <i>Roads</i>     | <i>Project status:</i><br>Design is presently being completed, and community engagement will commence in October 2023. Environmental, landscaping and activation plans are in progress. Power relocation clearing requirements are to be assessed and progressed. Stage 1 construction is expected to commence in early 2024. |

## Statutory Environment

*Local Government Act 1995* Section 6.4 Financial Report  
*Local Government (Financial Management) Regulations 1996* Part 4 Financial Reports

## Policy Implications

Nil

## Financial 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 1.1.

## 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.

## 2023/24 Budget Variations

### Adopted Budget Correction

Reconciliation of the Reserves for year end is now completed and reconciliation adjustments are required in 2023/24 for the original carryovers that were funded from a transfer from reserve. A net balance of \$47,237 (\$50,000 transfer out and \$2,763 transfer in) is to be transferred from the Asset Management Reserve for the following two capital projects:

|                             |            |
|-----------------------------|------------|
| SP Halls Head PSP           | \$50,000   |
| TM Estuary Road Delineation | (\$ 2,763) |

Reconciliation of grants for year end is now completed and an additional \$2,763 of capital revenue is to be adjusted for the TM Estuary Road Delineation project in 2023/24 due to funds not being spent in the 2022/2023 year.

This will result in a reduction in the 30 June 2024 end of year closing deficit of \$50,000.

Some of the carryover projects were originally budgeted in 2022/23 to be funded from specific reserves, however in the adopted budget all carryover projects were funded from Asset Management Reserve. An adjustment is required in 2023/24 to reduce the transfer out of Asset Management Reserve and the funding for these projects to come from the reserve they were originally budgeted from.

|                                                  |             |
|--------------------------------------------------|-------------|
| Asset Management Reserve reduce the transfer out | (\$412,015) |
| Building Reserve increase transfer out           |             |
| ManPAC RVIF Lighting                             | \$ 24,260   |
| Culture Reserve increase transfer out            |             |
| ManPAC RVIF Lighting                             | \$213,495   |
| Sustainability Reserve increase transfer out     |             |
| ManPAC RVIF Lighting                             | \$ 29,000   |
| Solar Plan 2021/22                               | \$ 45,260   |

|                                                            |           |
|------------------------------------------------------------|-----------|
| City Centre Land Acquisition Reserve increase transfer out |           |
| City Centre Streetscape Upgrades                           | \$100,000 |

#### 2022/23 Carryover Funding Reconciliation Correction

The carryover reconciliation for the August Financial Report showed a discrepancy of \$2,377 in one of the projects. This project was Kangaroo Paw Park and the discrepancy affected the unutilised loans and a transfer from reserve in the system. The funding type has been adjusted accordingly. This discrepancy does not alter the surplus amount because the adjustment is to reduce the unutilised loans by \$2,377 and decrease the reserve transfer out by \$2,377.

#### Mandurah Mustangs Football Club – Facility Development

The City has revoked its commitment to the Mandurah Mustangs Community Facility Development project; as a result, the Peel Development Commission has terminated its agreement with the Mandurah Mustangs Football Club. Mandurah Mustangs reimbursed the Peel Development Commission the grant amount of \$125,000 plus GST on 20 September 2023. The Peel Development Commission has reallocated the funds to the City of Mandurah to place into reserve for the proposed facility development to be undertaken.

It is proposed that the \$125,000 contribution from the Peel Development Commission be placed into the Building Reserve for a facility for Mandurah Mustangs in the future.

#### **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.

It is recommended that Council receive the Monthly Financial Report and the Schedule of Accounts.

#### **NOTE:**

- Refer ***Attachment 1.1 Monthly Financial Report***  
***Attachment 1.2 Schedule of Accounts (electronic only)***

#### **RECOMMENDATION**

##### **That Council:**

- 1 Receives the Financial Report for September 2023 as detailed in Attachment 1.1 of the report.**
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 1.2 of the report:**

|                      |    |                     |
|----------------------|----|---------------------|
| Total Municipal Fund | \$ | 8,094,802.75        |
| Total Trust Fund     | \$ | 0.00                |
|                      | \$ | <u>8,094,802.75</u> |
- 3 Approves the following budget variations for 2023/24 annual budget:**
  - 3.1 Increase in transfer out of Asset Management Reserve of \$50,000\* for SP Halls Head PSP**
  - 3.2 Increase in transfer into Asset Management Reserve of \$2,763 for TM Estuary Road Delineation**
  - 3.3 Decrease transfer out of Asset Management Reserve of \$412,015\* and Increase transfer out of:**

- Culture Reserve \$213,495\*
- Building Reserve \$24,260\*
- Sustainability Reserve \$74,260\*
- City Centre Land Acquisition Reserve \$100,000\*

**3.4 Increase in capital revenue of \$2,763\* for TM Estuary Road Delineation project**

**3.5 Decrease in unutilised loans \$2,377\***

- To be offset by a reduction in transfer from reserve \$2,377\*

**3.6 Increase capital revenue of \$125,000\* for the Mandurah Mustangs Football Club Facility Development**

- To be transferred into the Buildings Reserve of \$125,000\* for the Mandurah Mustangs Football Club future Facility Development

***\*ABSOLUTE MAJORITY REQUIRED\****



# Monthly Financial Report

## September 2023





# City of Mandurah

## September 2023

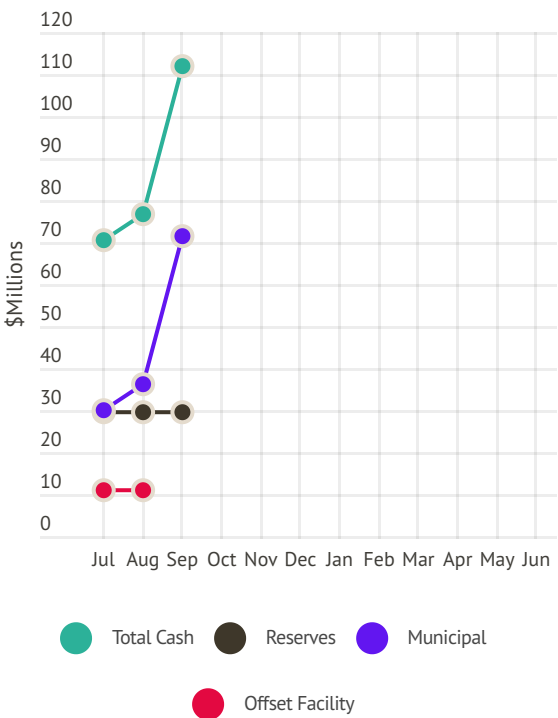
# \$441k ▼

Estimated deficit at 30 June 2024 with proposed budget amendments

# \$84.5million ▼

Year to Date Actual Surplus

### Investments



### Loans

- Actual Principal Outstanding \$22.42M ▼
- Actual Principal Repayments Made \$1.3M ▲
- Actual Interest Paid \$190K ▲
- Actual New Loans Drawn Down \$0 —
- Amount of Interest Saved from Loan Offset Facility \$69K ▲

### Rates Outstanding

- 20 Properties with >\$10K outstanding —
- 115 Properties \$3K to \$10K outstanding ▼
- 0 Properties commenced legal action in 23/24 —
- \$2.22M Rates Exemptions —

### Sundry Debtors Outstanding

- Current accounts due \$10.7M
- New Aged Debtor reporting functions being developed post Phase 2 implementation.

### Budget Proposed Amendments

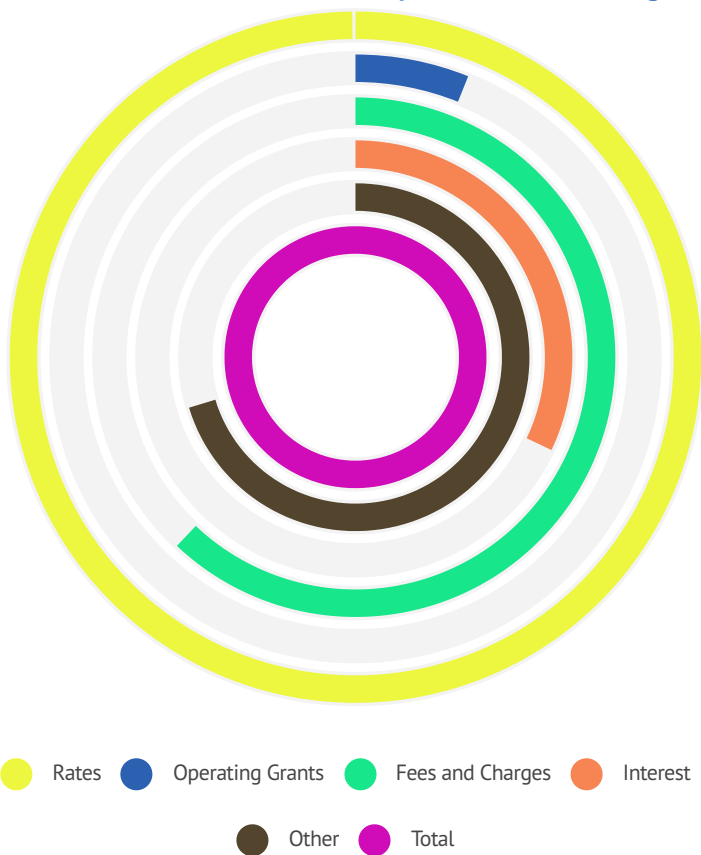
- Net decrease in Asset Management Reserve - \$47,237 after carryover reconciliations
- Increase in capital revenue for TM Estuary Road Delineation - \$2,763
- Transfer into Asset Management Reserve - \$412,015 from Culture Reserve \$213,495 , Building Reserve \$24,260, Sustainability Reserve \$74,260 and City Centre Land Acquisition Reserve \$100,000
- Increase in unutilised loans - \$2,377 to be transferred out reserves
- Increase in capital revenue for MMFC Upgrade Rushton North Pav (CSRFF) - \$125,000 transferred to the building reserve \$125,000

- 1 Tenders awarded during the month through CEO delegation
- 9.05% Grants received for the 23/24 year Council Meeting 31 October 2023 ▲

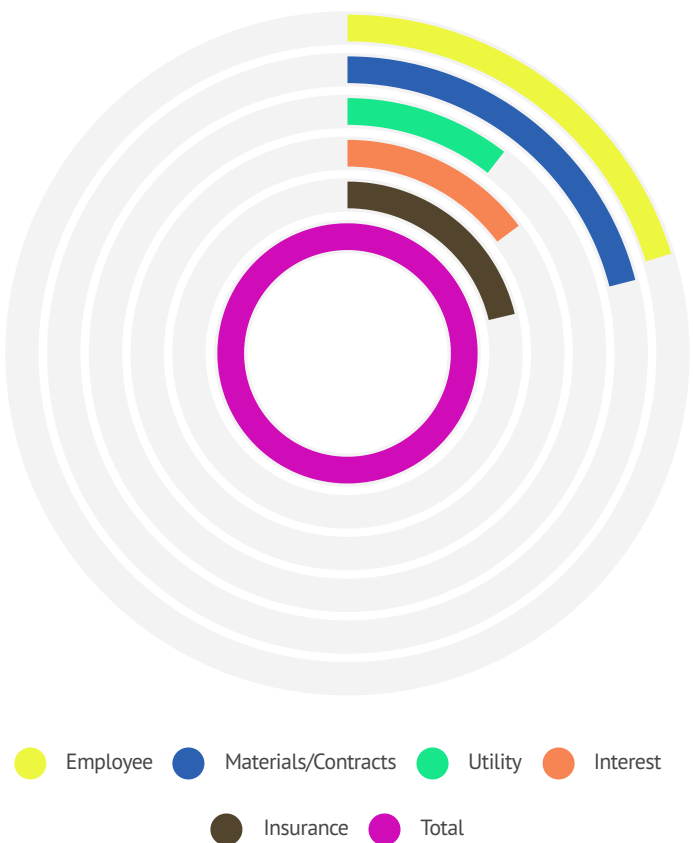
### Summary

- Actual Rates Raised \$92.53M
- Actual Rates Received \$50.1M (53.1% collected)
- Actual Operating Revenue \$113.4M
- Actual Capital Revenue \$1.6M
- Actual Operating Expenditure \$32.9M
- Actual Capital Expenditure \$5.3M
- Actual Proceeds from Sale of Assets \$63

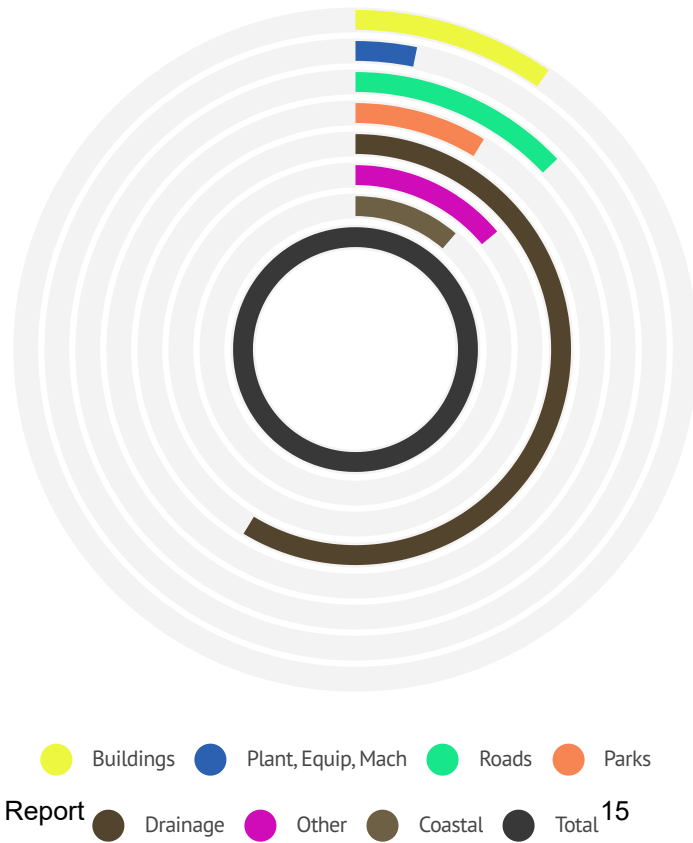
#### Year to Date Revenue Actuals Compared to Current Budget



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



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



Report

15



**CITY OF MANDURAH**  
**MONTHLY FINANCIAL REPORT**  
**For the Period Ended 30 September 2023**

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**STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**BY NATURE OR TYPE**

|                                                     | Ref<br>Note | Annual<br>Budget     | YTD<br>Budget<br>(a) | YTD<br>Actual<br>(b) | Var. \$<br>(b)-(a) | Var. %<br>(b)-(a)/(a) | Var. |
|-----------------------------------------------------|-------------|----------------------|----------------------|----------------------|--------------------|-----------------------|------|
|                                                     |             | \$                   | \$                   | \$                   | \$                 | %                     |      |
| <b>Opening Funding Surplus / (Deficit)</b>          |             | 600,000              | 600,000              | <b>567,147</b>       | (32,853)           | (5.48%)               |      |
| <b>Revenue from operating activities</b>            |             |                      |                      |                      |                    |                       |      |
| Rates                                               |             | 92,674,404           | 92,181,207           | <b>92,535,152</b>    | 353,945            | 0.38%                 |      |
| Operating grants, subsidies and contributions       |             | 7,221,456            | 2,322,927            | <b>438,585</b>       | (1,884,342)        | (81.12%)              | ▼    |
| Fees and charges                                    |             | 30,922,352           | 19,414,144           | <b>19,190,186</b>    | (223,958)          | (1.15%)               |      |
| Interest earnings                                   |             | 3,740,558            | 935,139              | <b>1,198,290</b>     | 263,151            | 28.14%                | ▲    |
| Other revenue                                       |             | 66,631               | 16,658               | <b>46,851</b>        | 30,193             | 181.25%               | ▲    |
| Profit on disposal of assets                        |             | -                    | -                    | <b>16,650</b>        | 16,650             | 100.00%               | ▲    |
|                                                     |             | <b>134,625,401</b>   | <b>114,870,075</b>   | <b>113,425,714</b>   | (1,444,361)        | -1.26%                |      |
| <b>Expenditure from operating activities</b>        |             |                      |                      |                      |                    |                       |      |
| Employee costs                                      |             | (55,360,569)         | (13,671,673)         | <b>(11,206,901)</b>  | 2,464,772          | 18.03%                | ▲    |
| Materials and contracts                             |             | (58,101,079)         | (14,590,423)         | <b>(12,212,674)</b>  | 2,377,749          | 16.30%                | ▲    |
| Utility charges                                     |             | (4,627,517)          | (1,156,879)          | <b>(486,453)</b>     | 670,426            | 57.95%                | ▲    |
| Depreciation on non-current assets                  |             | (33,084,683)         | (8,484,819)          | <b>(8,468,971)</b>   | 15,848             | 0.19%                 |      |
| Interest expenses                                   |             | (1,125,625)          | (281,406)            | <b>(166,615)</b>     | 114,791            | 40.79%                | ▲    |
| Insurance expenses                                  |             | (1,566,711)          | (391,678)            | <b>(333,872)</b>     | 57,806             | 14.76%                | ▲    |
| Other expenditure                                   |             | -                    | -                    | <b>(74)</b>          | (74)               | 100.00%               | ▼    |
|                                                     |             | <b>(153,866,184)</b> | <b>(38,576,878)</b>  | <b>(32,875,560)</b>  | 5,701,318          | 14.78%                |      |
| Non-cash amounts excluded from operating activities | 1(a)        | 33,869,873           | 8,681,117            | <b>8,558,530</b>     | (122,586)          | (1.41%)               |      |
| <b>Amount attributable to operating activities</b>  |             | <b>14,629,090</b>    | <b>84,974,314</b>    | <b>89,108,684</b>    | 4,134,371          | (4.87%)               |      |
| <b>Investing activities</b>                         |             |                      |                      |                      |                    |                       |      |
| Non-operating grants, subsidies and contributions   |             | 15,177,820           | 3,794,455            | <b>1,587,603</b>     | (2,206,852)        | (58.16%)              | ▼    |
| Proceeds from disposal of assets                    | 4           | 2,529,095            | 632,274              | <b>63,063</b>        | (569,211)          | (90.03%)              | ▼    |
| Payments for property, plant and equipment          | 6           | (49,127,902)         | (10,819,669)         | <b>(5,316,508)</b>   | 5,503,160          | 50.86%                | ▲    |
| <b>Amount attributable to investing activities</b>  |             | <b>(31,420,987)</b>  | <b>(6,392,940)</b>   | <b>(3,665,843)</b>   | 2,727,097          | 42.66%                |      |
| Non-cash amounts excluded from investing activities | 1(b)        | 500,000              | 500,000              | -                    | (500,000)          | (100.00%)             | ▼    |
| <b>Amount attributable to investing activities</b>  |             | <b>(30,920,987)</b>  | <b>(5,892,940)</b>   | <b>(3,665,843)</b>   | 2,227,097          | 37.79%                |      |
| <b>Financing Activities</b>                         |             |                      |                      |                      |                    |                       |      |
| Proceeds from new debentures                        | 7           | 7,442,854            | -                    | -                    | 0                  | 0.00%                 |      |
| Unspent Loans Utilised                              |             | 1,649,657            | -                    | -                    | 0                  | 0.00%                 |      |
| Repayment of debentures                             | 7           | (4,316,708)          | (1,337,998)          | <b>(1,337,998)</b>   | 0                  | 0.00%                 |      |
| Payment of lease liability                          |             | (512,978)            | (128,245)            | <b>(40,131)</b>      | 88,114             | 68.71%                | ▲    |
| Proceeds from new interest earning liability        |             | 645,000              | 161,250              | -                    | (161,250)          | (100.00%)             | ▼    |
| Principal elements of interest earning liability    |             | (551,074)            | (137,769)            | <b>(170,857)</b>     | (33,088)           | (24.02%)              | ▼    |
| Transfer from reserves                              | 8           | 17,051,739           | -                    | -                    | 0                  | 0.00%                 |      |
| Transfer to reserves                                | 8           | (6,207,061)          | -                    | -                    | 0                  | 0.00%                 |      |
| <b>Amount attributable to financing activities</b>  |             | <b>15,201,429</b>    | <b>(1,442,761)</b>   | <b>(1,548,986)</b>   | (106,225)          | (7.36%)               |      |
| <b>Closing Funding Surplus / (Deficit)</b>          | 1(d)        | <b>(490,468)</b>     | <b>78,238,613</b>    | <b>84,461,003</b>    | 6,222,390          | 7.95%                 |      |

**KEY INFORMATION**

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

Refer to Note 13 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                                | -                 | -                | (16,650)         |
| Movement in liabilities associated with restricted cash        | 785,190           | 196,298          | -                |
| Movement in employee benefit provisions (non-current)          | -                 | -                | 106,209          |
| Add: Depreciation on assets                                    | 33,084,683        | 8,484,819        | 8,468,971        |
| <b>Total non-cash items excluded from operating activities</b> | <b>33,869,873</b> | <b>8,681,117</b> | <b>8,558,530</b> |

(b) Non-cash items excluded from investing activities

The following non-cash revenue and expenditure has been excluded from investing activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

|                                                                                                                                                           |                |                |          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|----------|
| <b>Adjustments to investing activities</b>                                                                                                                |                |                |          |
| Movement in non current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity                             |                |                |          |
| Movement in current liabilities for transfers to acquire or construct non-financial assets to be controlled by the entity associated with restricted cash | 500,000        | 500,000        | -        |
| <b>Total non-cash amounts excluded from investing activities</b>                                                                                          | <b>500,000</b> | <b>500,000</b> | <b>-</b> |

(c) 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.

|                                                | Actual Closing 30 Jun 2023 | Budget Closing 30 Jun 2024 | Year to Date 30 Sep 2023 |
|------------------------------------------------|----------------------------|----------------------------|--------------------------|
| <b>Adjustments to net current assets</b>       |                            |                            |                          |
| Less: Reserves - restricted cash               | (62,819,360)               | (50,429,303)               | (62,819,360)             |
| Less: Unspent loans                            | (2,224,772)                | (310,134)                  | (2,224,772)              |
| Less: Inventory                                | (445,000)                  | -                          | (445,000)                |
| Less: Other receivables                        | (46,142)                   | -                          | (23,434)                 |
| Add: Borrowings                                | 4,925,859                  | 4,709,990                  | 3,777,517                |
| Add: Other liabilities                         | 7,361,650                  | 1,115,424                  | 7,385,435                |
| Add: Lease liability                           | 210,703                    | 1,034,492                  | 284,412                  |
| Add: Provisions - employee                     | 4,786,776                  | 5,020,443                  | 4,535,391                |
| Add: Loan Facility offset                      | -                          | -                          | 11,000,000               |
| <b>Total adjustments to net current assets</b> | <b>(48,250,286)</b>        | <b>(38,859,088)</b>        | <b>(38,529,812)</b>      |

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

|                                                                    |      |              |              |              |
|--------------------------------------------------------------------|------|--------------|--------------|--------------|
| Current assets                                                     |      |              |              |              |
| Cash and cash equivalents                                          | 2    | 82,277,523   | 69,363,561   | 99,614,518   |
| Rates receivables                                                  | 3    | 2,137,344    | 3,598,072    | 46,639,651   |
| Receivables                                                        | 3    | 2,040,489    | 493,585      | 10,714,919   |
| Other current assets                                               |      | 4,738,743    | 1,638,336    | 4,338,337    |
| Less: Current liabilities                                          |      |              |              |              |
| Payables                                                           |      | (19,752,183) | (17,243,936) | (17,030,417) |
| Borrowings                                                         | 7    | (4,925,859)  | (4,709,990)  | (3,777,517)  |
| Interest earning liabilities                                       |      | (705,954)    | -            | (535,098)    |
| Unspent non-operating grant, subsidies and contributions liability |      | (6,655,696)  | -            | (6,819,520)  |
| Lease liabilities                                                  |      | (210,703)    | (1,034,492)  | (284,412)    |
| Provisions                                                         |      | (10,126,271) | (13,736,516) | (9,869,646)  |
| Less: Total adjustments to net current assets                      | 1(c) | (48,250,286) | (38,859,088) | (38,529,812) |
| Closing Funding Surplus / (Deficit)                                |      | 567,147      | (490,468)    | 84,461,003   |

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 Interest Earnings at Maturity Date | Institution | S&P rating | Deposit Date | Maturity Date | Term days |
|-------------------------------------------------------------------------|--------------------|---------------|------------------------------------------|-------------|------------|--------------|---------------|-----------|
|                                                                         | \$                 | \$            | \$                                       | \$          |            |              |               |           |
| <b>Cash on hand</b>                                                     |                    |               |                                          |             |            |              |               |           |
| Westpac Municipal Bank Account (inc. Bonds Investments & Notice Savers) | 12,972,946         | Variable      |                                          | Westpac     | AA-        | NA           | NA            |           |
|                                                                         | 12,972,946         |               |                                          |             |            |              |               |           |
| <b>Municipal Investments</b>                                            |                    |               |                                          |             |            |              |               |           |
| Muni 10 - 9652-46197                                                    | 30,296             | 2.00%         | 150                                      | ANZ         | AA-        | 2/07/2023    | 1/10/2023     | 91        |
| Muni 42 - 98-829-1441                                                   | 6,323,656          | 4.90%         | 75,492                                   | NAB         | AA-        | 16/08/2023   | 14/11/2023    | 90        |
| Muni 48 - 833713404.116                                                 | 3,157,779          | 4.92%         | 38,265                                   | CBA         | AA-        | 22/08/2023   | 21/11/2023    | 91        |
| Muni 49 - 97-760-7420                                                   | 3,156,374          | 4.90%         | 38,094                                   | NAB         | AA-        | 21/08/2023   | 20/11/2023    | 91        |
| Muni 57 833713404.236                                                   | 3,035,602          | 4.76%         | 35,602                                   | CBA         | AA-        | 11/09/2023   | 11/12/2023    | 91        |
| Muni 58 833713404.238                                                   | 3,035,602          | 4.76%         | 35,602                                   | CBA         | AA-        | 11/09/2023   | 11/12/2023    | 91        |
| Muni 59 - TBA                                                           | 3,036,275          | 4.85%         | 36,275                                   | NAB         | AA-        | 18/09/2023   | 18/12/2023    | 91        |
| Muni 60 - TBA                                                           | 3,036,275          | 4.85%         | 36,275                                   | NAB         | AA-        | 18/09/2023   | 18/12/2023    | 91        |
| Muni 61 - TBA                                                           | 3,037,052          | 4.90%         | 37,052                                   | NAB         | AA-        | 26/09/2023   | 27/12/2023    | 92        |
| Muni 62 - TBA                                                           | 3,037,052          | 4.90%         | 37,052                                   | NAB         | AA-        | 26/09/2023   | 27/12/2023    | 92        |
| Muni TD WBC 3 - 032-108 379151                                          | 3,039,321          | 5.20%         | 39,321                                   | Westpac     | AA-        | 4/07/2023    | 4/10/2023     | 92        |
| Muni TD WBC 4 - 032-108 472612                                          | 3,037,884          | 5.01%         | 37,884                                   | Westpac     | AA-        | 22/08/2023   | 22/11/2023    | 92        |
| Muni TD WBC 5 - 032-108 472604                                          | 3,037,884          | 5.01%         | 37,884                                   | Westpac     | AA-        | 22/08/2023   | 22/11/2023    | 92        |
| Muni TD WBC 6 - 032-108 485413                                          | 3,037,884          | 5.01%         | 37,884                                   | Westpac     | AA-        | 29/08/2023   | 29/11/2023    | 92        |
| Muni TD WBC 7 - 032-108 485448                                          | 3,037,884          | 5.01%         | 37,884                                   | Westpac     | AA-        | 29/08/2023   | 29/11/2023    | 92        |
| Muni TD WBC 8 - 032-108 530093                                          | 3,037,472          | 5.01%         | 37,472                                   | Westpac     | AA-        | 19/09/2023   | 19/12/2023    | 91        |
| Muni TD WBC 9 - 032-108 530085                                          | 3,037,472          | 5.01%         | 37,472                                   | Westpac     | AA-        | 19/09/2023   | 19/12/2023    | 91        |
| Muni TD WBC 10 - 032-108 530077                                         | 3,037,472          | 5.01%         | 37,472                                   | Westpac     | AA-        | 19/09/2023   | 19/12/2023    | 91        |
| Muni TD WBC 11- 032-108 530069                                          | 3,037,472          | 5.01%         | 37,472                                   | Westpac     | AA-        | 19/09/2023   | 19/12/2023    | 91        |
|                                                                         | 58,226,708         |               |                                          |             |            |              |               |           |
| <b>Reserve Investments</b>                                              |                    |               |                                          |             |            |              |               |           |
| Reserve 42 - 36-976-7906                                                | 3,202,860          | 5.35%         | 83,222                                   | NAB         | AA-        | 19/06/2023   | 18/12/2023    | 182       |
| Reserve 44 - 70-586-3025                                                | 3,193,301          | 4.90%         | 38,958                                   | NAB         | AA-        | 26/09/2023   | 27/12/2023    | 92        |
| Reserve 45 - 70-568-6989                                                | 3,228,085          | 5.10%         | 79,626                                   | NAB         | AA-        | 26/09/2023   | 25/03/2024    | 181       |
| Reserve 47 - 833713404.106                                              | 4,200,927          | 4.22%         | 43,759                                   | CBA         | AA-        | 17/07/2023   | 16/10/2023    | 91        |
| Reserve 48 - 833713404.106                                              | 6,291,193          | 4.33%         | 132,960                                  | CBA         | AA-        | 17/04/2023   | 16/10/2023    | 182       |
| Reserve TD WBC 1 - 032-108 267862                                       | 3,363,224          | 5.20%         | 43,511                                   | Westpac     | AA-        | 18/07/2023   | 18/10/2023    | 92        |
| Reserve TD WBC 2 - 032-108 267897                                       | 3,073,722          | 5.20%         | 39,766                                   | Westpac     | AA-        | 18/07/2023   | 18/10/2023    | 92        |
| Reserve TD WBC 3 - 032-108 267926                                       | 3,073,722          | 5.20%         | 39,766                                   | Westpac     | AA-        | 18/07/2023   | 18/10/2023    | 92        |
|                                                                         | 29,627,035         |               |                                          |             |            |              |               |           |
| <b>Total Municipal and Reserve Funds</b>                                | <b>100,826,690</b> |               | <b>1,212,171.75</b>                      |             |            |              |               |           |

**Interest revenue**

|                             |                  |
|-----------------------------|------------------|
| Investment Interest Accrued | 192,641          |
| Investment Interest Matured | 608,876          |
| Rates Interest              | 396,773          |
|                             | <b>1,198,290</b> |

**Interest Earned**

**\$1,198,290**

| Loan Offset Facility | Amount     | Interest rate on loans | Interest Saved | YTD Interest Saved |
|----------------------|------------|------------------------|----------------|--------------------|
| Westpac              | 11,000,000 | 6.14%                  | 23,312         | 68,878             |

**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.

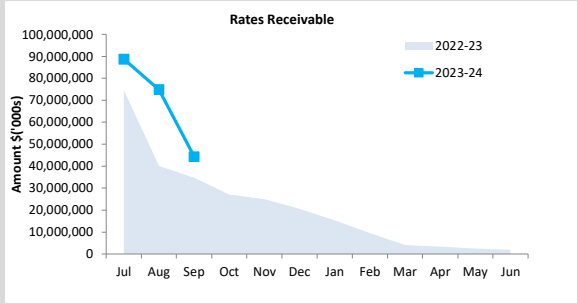
| Total Municipal Cash | Unrestricted    |
|----------------------|-----------------|
| <b>\$111.83 M</b>    | <b>\$82.2 M</b> |

| Rates Receivable               | 30-Jun-23    | 30-Sep-22    | 30 Sep 23    |
|--------------------------------|--------------|--------------|--------------|
|                                | \$           |              | \$           |
| Opening Arrears Previous Years | 2,028,200    | 2,028,200    | 1,925,935    |
| Rates levied                   | 87,363,981   | 86,855,305   | 92,535,152   |
| Less - Collections to date     | (87,466,245) | (54,193,543) | (50,119,500) |
| Equals Current Outstanding     | 1,925,935    | 34,689,961   | 44,341,587   |
| Net Rates Collectable          | 1,925,935    | 34,689,961   | 44,341,587   |
| % Collected                    | 97.8%        | 61%          | 53.1%        |

|                                                              | 30 Sep 22 | 30 Sep 23 |
|--------------------------------------------------------------|-----------|-----------|
| - No. of Legal Proceedings Commenced for the financial year  | 0         | 0         |
| - No. of properties > \$10,000 outstanding                   | 25        | 20        |
| - No. of properties between \$3,000 and \$10,000 outstanding | 133       | 115       |
| - Value of Rates Concession                                  | 68,587    | 48,752    |
| - Value of Rates Exemptions                                  | 2,117,724 | 2,222,551 |

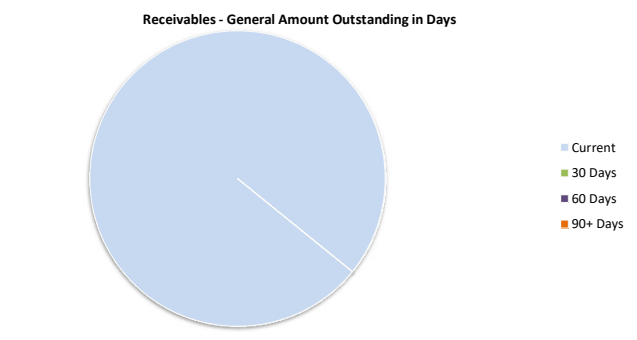
KEY INFORMATION

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    |
|-----------|--------------|
| 53.1%     | \$44,341,587 |

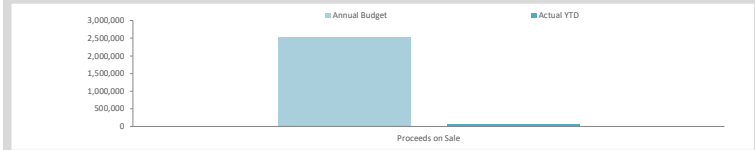
| Receivables - General                   | 30-Sep-22 | Current    | 30 Days | 60 Days | 90+ Days | 30 Sep 23  |
|-----------------------------------------|-----------|------------|---------|---------|----------|------------|
|                                         | \$        | \$         | \$      | \$      | \$       | \$         |
| Balance per Trial Balance               |           |            |         |         |          |            |
| Sundry receivable                       | 1,141,575 | 279,779    |         |         |          | 279,779    |
| Recreation Centres                      | 179,944   | 173,357    |         |         |          | 173,357    |
| Mandurah Ocean Marina                   | 526,525   | (121,242)  |         |         |          | (121,242)  |
| GST receivable                          | 396,183   | 1,032,849  |         |         |          | 1,032,849  |
| Allowance for impairment of receivables | (210,870) | (192,969)  |         |         |          | (192,969)  |
| Infringements                           | 892,660   | 868,853    |         |         |          | 868,853    |
| Pensioners rates and ESL deferred       | 3,952,467 | 5,310,249  |         |         |          | 5,310,249  |
| Other Receivables                       | 2,180,376 | 3,364,042  |         |         |          | 3,364,042  |
| Total Receivables General Outstanding   | 9,058,860 | 10,714,919 | 0       | 0       | 0        | 10,714,919 |
| Percentage                              |           | 100%       | 0%      | 0%      | 0%       |            |



| Debtors Due  |
|--------------|
| \$10,714,919 |
| Over 30 Days |
| 0%           |
| Over 90 Days |
| 0%           |

| Asset                                                    | Asset ID | Asset Owner                     | Budget           |                  |          |          | YTD Actual     |               |               |          |
|----------------------------------------------------------|----------|---------------------------------|------------------|------------------|----------|----------|----------------|---------------|---------------|----------|
|                                                          |          |                                 | Net Book Value   | Proceeds         | Profit   | (Loss)   | Net Book Value | Proceeds      | Profit        | (Loss)   |
|                                                          |          |                                 | \$               | \$               | \$       | \$       | \$             | \$            | \$            | \$       |
| <b>Land</b>                                              |          |                                 |                  |                  |          |          |                |               |               |          |
| Land                                                     |          |                                 | 1,000,000        | 1,000,000        | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Light Passenger Vehicles - Replacement</b>            |          |                                 |                  |                  |          |          |                |               |               |          |
| SUBARU XV MH971A                                         | C00219   | Safety                          | 11,624           | 11,624           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 MH7413A                                      | C00518   | Youth Development               | 7,452            | 7,452            | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 MH2547B                                      | C01220   | Library & Heritage              | 17,338           | 17,338           | 0        | 0        | 0              | 0             | 0             | 0        |
| SUBARU IMPREZA MH9953A                                   | C01320   | City Build                      | 13,014           | 13,014           | 0        | 0        | 0              | 0             | 0             | 0        |
| SUBARU XV MH1502B                                        | C01420   | Development & Compliance        | 13,862           | 13,862           | 0        | 0        | 0              | 0             | 0             | 0        |
| HYUNDAI SANTE FE MH7641A                                 | C01718   | Design & Development            | 14,419           | 14,419           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA COROLLA MH2651B                                   | C02320   | Engineering Services            | 14,261           | 14,261           | 0        | 0        | 0              | 0             | 0             | 0        |
| KIA SPORTAGE MH2372B                                     | C02620   | Ranger Services                 | 17,166           | 17,166           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 MH1084B                                      | C04419   | Project Management              | 12,282           | 12,282           | 0        | 0        | 0              | 0             | 0             | 0        |
| KIA SPORTAGE MH1224B                                     | C05619   | Health Services                 | 12,882           | 12,882           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 MH1625B                                      | C06319   | Seniors                         | 15,692           | 15,692           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 MH2284B                                      | C07119   | Development & Compliance        | 17,152           | 17,152           | 0        | 0        | 0              | 0             | 0             | 0        |
| HYUNDAI TUSCON MH1056B                                   | C07919   | Engineering Services            | 12,440           | 12,440           | 0        | 0        | 0              | 0             | 0             | 0        |
| SUBARU XV MH0363B                                        | C08019   | Landscape Services              | 14,335           | 14,335           | 0        | 0        | 0              | 0             | 0             | 0        |
| SUBARU XV 2.0i-L MH8534A                                 | C07519   |                                 | 0                | 0                | 0        | 0        | 13,775         | 19,885        | 6,110         | 0        |
| <b>Light Commercial Vehicles - Replacement</b>           |          |                                 |                  |                  |          |          |                |               |               |          |
| ISUZU D'MAX MH3051B                                      | U00320   | Health Services                 | 22,682           | 22,682           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH1911B                                      | U00719   | Parks Central                   | 19,991           | 19,991           | 0        | 0        | 0              | 0             | 0             | 0        |
| HOLDEN COLORADO MH2348B                                  | U02220   | Survey Services                 | 21,959           | 21,959           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH9162A                                      | U02919   | Parks Natural Areas             | 16,946           | 16,946           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH2737B                                      | U03220   | Ranger Services                 | 24,053           | 24,053           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA HIACE MH1075B                                     | U03919   | City Maintenance                | 14,882           | 14,882           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH1575B                                      | U05119   | Infrastructure Management       | 15,699           | 15,699           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH1052B                                      | U05220   | Parks Assets                    | 22,591           | 22,591           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH2729B                                      | U05320   | City Traffic                    | 19,894           | 19,894           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH2485B                                      | U05419   | Parks Central                   | 20,955           | 20,955           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH2211B                                      | U05820   | Parks Central                   | 19,295           | 19,295           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH1056B                                      | U05920   | Parks Assets                    | 22,671           | 22,671           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX MH4523B                                      | U06520   | Parks Assets                    | 22,670           | 22,670           | 0        | 0        | 0              | 0             | 0             | 0        |
| HOLDEN COLORADO MH2301B                                  | U06919   | Ranger Services                 | 19,198           | 19,198           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH2017B                                      | U07319   | Development & Compliance        | 20,393           | 20,393           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH0619B                                      | U07719   | Civil Construction              | 21,856           | 21,856           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER MH2014B                                      | U08120   | Waterways                       | 23,903           | 23,903           | 0        | 0        | 0              | 0             | 0             | 0        |
| HOLDEN COLORADO LS MH9619A                               | U01218   |                                 | 0                | 0                | 0        | 0        | 17,910         | 23,521        | 5,611         | 0        |
| MITSUBISHI TRITON GLX MH8327A                            | U07918   |                                 | 0                | 0                | 0        | 0        | 14,728         | 19,657        | 4,929         | 0        |
| <b>Trucks &amp; Buses Replacements</b>                   |          |                                 |                  |                  |          |          |                |               |               |          |
| Hino 300-616-KEVREK-K550                                 | T045     | City Fleet                      | 23,373           | 23,373           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino T003 - MH252U-HINO - 917 300                        | T003     | Parks North                     | 26,912           | 26,912           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino 917 3                                               | T008     | Parks North                     | 26,674           | 26,674           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino 917 3                                               | T021     | Parks Central                   | 26,912           | 26,912           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino 300-917-KEVREK-1500                                 | T024     | Civil Construction              | 25,804           | 25,804           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino 917 3                                               | T033     | Parks Central                   | 26,674           | 26,674           | 0        | 0        | 0              | 0             | 0             | 0        |
| MERCEDES SPRINTER                                        | C00718   | Seniors                         | 49,486           | 49,486           | 0        | 0        | 0              | 0             | 0             | 0        |
| Hino 917 3                                               | T011     | Parks Natural Areas             | 26,674           | 26,674           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Trailers</b>                                          |          |                                 |                  |                  |          |          |                |               |               |          |
| Park Body Bostop Tipping                                 | V048     | Parks Assets                    | 2,201            | 2,201            | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Parks &amp; Mowers</b>                                |          |                                 |                  |                  |          |          |                |               |               |          |
| Kubota OUTFRONT MOWER 72 F369                            | M00219   | Parks North                     | 19,173           | 19,173           | 0        | 0        | 0              | 0             | 0             | 0        |
| Kubota OUTFRONT MOWER 72 F369                            | M03416   | Parks South                     | 6,667            | 6,667            | 0        | 0        | 0              | 0             | 0             | 0        |
| Kubota OUTFRONT MOWER 60 F369                            | M01619   | Parks North                     | 18,879           | 18,879           | 0        | 0        | 0              | 0             | 0             | 0        |
| Toro ZERO TURN                                           | M02620   | Parks South                     | 12,704           | 12,704           | 0        | 0        | 0              | 0             | 0             | 0        |
| Kubota OUTFRONT MOWER 60 F369                            | M01019   | Parks North                     | 8,910            | 8,910            | 0        | 0        | 0              | 0             | 0             | 0        |
| Kubota OUTFRONT MOWER 72 F369                            | M02419   | Parks North                     | 8,063            | 8,063            | 0        | 0        | 0              | 0             | 0             | 0        |
| Toro ZERO TURN- ELECTRIC MOWER                           | M03219   | Parks Central                   | 20,597           | 20,597           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Minor Equipment &gt;\$5000</b>                        |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Miscellaneous Equipment</b>                           |          |                                 |                  |                  |          |          |                |               |               |          |
| Honda 60HP OUTBOARD                                      | P605     | Built & Natural Environment     | 4,671            | 4,671            | 0        | 0        | 0              | 0             | 0             | 0        |
| Unimec - Roller pedestrian W71A                          | P61216   | Built & Natural Environment     | 3,168            | 3,168            | 0        | 0        | 0              | 0             | 0             | 0        |
| Unimec - Roller pedestrian W71A                          | P61316   | Built & Natural Environment     | 5,990            | 5,990            | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Plant disposals carried over from 2022/23 budget:</b> |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Light Passenger Vehicles - Replacement</b>            |          |                                 |                  |                  |          |          |                |               |               |          |
| TOYOTA RAV4 CV                                           | C06018   | Building and Compliance         | 14,891           | 14,891           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA RAV4 CV                                           | C06218   | Landscape Services              | 13,088           | 13,088           | 0        | 0        | 0              | 0             | 0             | 0        |
| TOYOTA PRIUS-C                                           | C07019   | Youth                           | 12,400           | 12,400           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Light Commercial Vehicles - Replacement</b>           |          |                                 |                  |                  |          |          |                |               |               |          |
| FORD RANGER PU MK11                                      | U07518   | City Works - Civil Construction | 21,365           | 21,365           | 0        | 0        | 0              | 0             | 0             | 0        |
| ISUZU D'MAX SX                                           | U07618   | Marina and Waterways            | 17,094           | 17,094           | 0        | 0        | 0              | 0             | 0             | 0        |
| FORD RANGER PX                                           | U04318   | City Maintenance - Civil        | 21,848           | 21,848           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Trucks &amp; Buses Replacements</b>                   |          |                                 |                  |                  |          |          |                |               |               |          |
| HINO - FG1628 5                                          | T006     | City Maintenance - Civil        | 44,376           | 44,376           | 0        | 0        | 0              | 0             | 0             | 0        |
| HINO-500-FG1628-HIAB-088                                 | T026     | City Maintenance - Civil        | 48,954           | 48,954           | 0        | 0        | 0              | 0             | 0             | 0        |
| NISSAN - PK16 28                                         | T002     | City Works - Civil Construction | 44,443           | 44,443           | 0        | 0        | 0              | 0             | 0             | 0        |
| HINO-300-716-KEVREK-1000                                 | T005     | City Maintenance - Civil        | 35,985           | 35,985           | 0        | 0        | 0              | 0             | 0             | 0        |
| HINO-300-716-KEVREK-1500                                 | T007     | City Maintenance - Civil        | 35,985           | 35,985           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Trailers</b>                                          |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Parks &amp; Mowers</b>                                |          |                                 |                  |                  |          |          |                |               |               |          |
| KUBOTA - OUTFRONT MOWER 60                               | M03119   | Cityparks Assets                | 12,253           | 12,253           | 0        | 0        | 0              | 0             | 0             | 0        |
| KUBOTA - OUTFRONT MOWER 60 F369                          | M03018   | Cityparks South                 | 10,853           | 10,853           | 0        | 0        | 0              | 0             | 0             | 0        |
| M03616 - KUBOTA - OUTFRONT MOWER 72 F369                 | M03616   | Cityparks North                 | 10,853           | 10,853           | 0        | 0        | 0              | 0             | 0             | 0        |
| KUBOTA - OUTFRONT MOWER 72 F369                          | M02118   | Cityparks Central               | 10,853           | 10,853           | 0        | 0        | 0              | 0             | 0             | 0        |
| KUBOTA - OUTFRONT MOWER 72 CAB                           | M01419   | Cityparks Assets                | 18,113           | 18,113           | 0        | 0        | 0              | 0             | 0             | 0        |
| TORO - ZERO TURN 72                                      | M02219   | Cityparks South                 | 20,094           | 20,094           | 0        | 0        | 0              | 0             | 0             | 0        |
| TORO - ZERO TURN 72                                      | M01119   | Cityparks Central               | 20,094           | 20,094           | 0        | 0        | 0              | 0             | 0             | 0        |
| TORO - ZERO TURN 72                                      | M00419   | Cityparks Assets                | 20,795           | 20,795           | 0        | 0        | 0              | 0             | 0             | 0        |
| JOHN DEERE - OUTFRONT MOWER 60I                          | M02717   | Cityparks Assets                | 13,044           | 13,044           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Minor Equipment &gt;\$5000</b>                        |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Construction Vehicles - Replacement</b>               |          |                                 |                  |                  |          |          |                |               |               |          |
| KOMATSU WHEEL LOADER                                     | G004     | Works Construction              | 109,579          | 109,579          | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Plant disposals from 2021/22 budget:</b>              |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Light Passenger Vehicles - Replacement</b>            |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Light Commercial Vehicles - Replacement</b>           |          |                                 |                  |                  |          |          |                |               |               |          |
| KOMATSU WHEEL LOADER                                     | G005     | Works Construction              | 65,410           | 65,410           | 0        | 0        | 0              | 0             | 0             | 0        |
| <b>Construction Vehicles - Replacement</b>               |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Trailers</b>                                          |          |                                 |                  |                  |          |          |                |               |               |          |
| <b>Parks &amp; Mowers</b>                                |          |                                 |                  |                  |          |          |                |               |               |          |
| TORO ZERO TURN 60" SD DECK                               | M00117   | Parks Central                   | 12,000           | 12,000           | 0        | 0        | 0              | 0             | 0             | 0        |
| TORO ZERO TURN 725 RD DECK                               | M01817   | Parks South                     | 7,643            | 7,643            | 0        | 0        | 0              | 0             | 0             | 0        |
|                                                          |          |                                 | <b>2,529,095</b> | <b>2,529,095</b> | <b>0</b> | <b>0</b> | <b>46,413</b>  | <b>63,063</b> | <b>16,650</b> | <b>0</b> |

KEY INFORMATION



| Proceeds on Sale |            |    |
|------------------|------------|----|
| Annual Budget    | YTD Actual | %  |
| \$2,529,095      | \$63,063   | 2% |

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 5  
TENDERS/QUOTES AWARDED FOR THE MONTH

CEO delegation – accepted/rejected tenders during the month  
Awarded under Financial Authorisation \$250,000 and above

| Tender code | Tender Description                                            | Company Awarded to                        | Contract Term   | Contract Amount                                 |
|-------------|---------------------------------------------------------------|-------------------------------------------|-----------------|-------------------------------------------------|
| RFQ16-2023  | Temporary Traffic Management Services - September to February | WARP Pty Ltd t/as WARP Traffic Management | Five (5) months | \$875,000 (ex GST) for the term of the contract |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

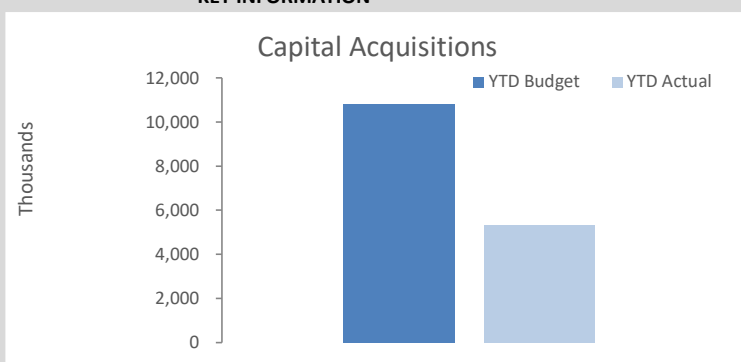
**INVESTING ACTIVITIES  
NOTE 6  
CAPITAL ACQUISITIONS**

| Capital Acquisitions                   | Adopted Budget    | Annual Budget     | YTD Budget        | YTD Actual       | YTD Actual Variance |
|----------------------------------------|-------------------|-------------------|-------------------|------------------|---------------------|
|                                        | \$                |                   | \$                | \$               | \$                  |
| Buildings                              | 11,570,935        | 13,925,778        | 2,807,270         | 1,339,798        | (1,467,472)         |
| Equipment                              | 41,461            | 41,461            | 23,011            | 17,686           | (5,325)             |
| Machinery                              | 5,880,134         | 5,880,134         | 1,470,034         | 171,986          | (1,298,048)         |
| Infrastructure - Roads                 | 15,048,273        | 14,759,395        | 2,902,717         | 2,163,278        | (739,440)           |
| Bridges                                | -                 | 74,415            | 18,604            | 27,576           | 8,973               |
| Parks                                  | 12,905,737        | 13,183,590        | 3,324,358         | 1,149,333        | (2,175,025)         |
| Drainage                               | 692,325           | 632,092           | 125,554           | 370,958          | 245,403             |
| Coastal & Estuary                      | 334,856           | 443,552           | 126,570           | 50,212           | (76,358)            |
| Other Infrastructure                   | 328,001           | 184,204           | 21,551            | 25,682           | 4,131               |
| <b>Capital Expenditure Totals</b>      | <b>46,801,721</b> | <b>49,124,621</b> | <b>10,819,669</b> | <b>5,316,508</b> | <b>(5,503,160)</b>  |
| <b>Capital Acquisitions Funded By:</b> |                   |                   |                   |                  |                     |
|                                        | \$                |                   | \$                | \$               | \$                  |
| City of Mandurah Contribution          | 9,591,186         | 9,675,566         | 6,655,297         | 3,665,843        | (2,989,454)         |
| Capital grants and contributions       | 15,180,583        | 15,180,583        | 3,782,098         | 1,587,603        | (2,194,495)         |
| Borrowings                             | 8,870,793         | 9,092,512         | -                 | -                | -                   |
| Other (Disposals & C/Fwd)              | 1,529,095         | 1,529,095         | 382,274           | 63,063           | (319,211)           |
| Cash Backed Reserves                   |                   |                   |                   |                  |                     |
| Building Reserve                       | 389,407           | 123,917           | -                 | -                | -                   |
| Asset Management Reserve               | 8,082,620         | 10,332,825        | -                 | -                | -                   |
| Sustainability Reserve                 | 50,000            | 70,762            | -                 | -                | -                   |
| Sanitation Reserve                     | 570,616           | 581,939           | -                 | -                | -                   |
| Plant Reserve                          | 2,537,422         | 2,537,422         | -                 | -                | -                   |
| <b>Capital Funding Total</b>           | <b>46,801,721</b> | <b>49,124,621</b> | <b>10,819,669</b> | <b>5,316,508</b> | <b>(5,503,160)</b>  |

**SIGNIFICANT ACCOUNTING POLICIES**

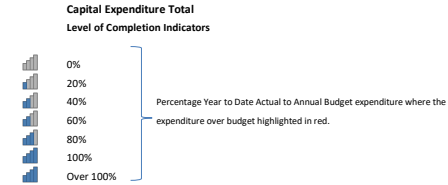
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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>\$49.12 M</b> | <b>\$5.32 M</b> | <b>11%</b> |
| Capital Grant | Annual Budget    | YTD Actual      | % Received |
|               | <b>\$15.18 M</b> | <b>\$1.59 M</b> | <b>10%</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                                                                        |
|---------------------|--------------------------------------------------------------|----------------|---------------|------------|------------|-------------------------|--------------------------------------------------------------------------------|
| Land                |                                                              |                |               |            |            |                         |                                                                                |
| Buildings           |                                                              |                |               |            |            |                         |                                                                                |
| 750686              | 22-23 Enhancements to Reserve Changerooms                    | 23,300         | 41,205        | 10,301     | 0          | 41,205                  | Construction complete. Finances to be finalised.                               |
| 750688              | 22-23 MPAC Internal Refurb                                   | 55,000         | 55,000        | 13,750     | 71,785     | (16,785)                | Design only. Overspend being investigated.                                     |
| 750689              | Works & Services Building Refurb                             | 555,376        | 655,376       | 163,844    | 8,504      | 646,872                 | Construction to commence Q3.                                                   |
| 750690              | Install walls and roof to the Camera Deck at Rushton Main    | 15,500         | 15,500        | 3,875      | 0          | 15,500                  | Construction to commence Q3.                                                   |
| 750694              | Tims Thicket Waste Facility - Decommissioning                | 10,000         | 10,000        | 2,500      | 0          | 10,000                  | Construction to commence Q4.                                                   |
| 750695              | WMC - Upgrade Fire Fighting Infrastructure                   | 150,000        | 150,000       | 37,500     | 0          | 150,000                 | Construction to commence Q3.                                                   |
| 750696              | MPAC - External Steelwork                                    | 85,000         | 85,000        | 21,250     | 0          | 85,000                  | Construction to commence Q3.                                                   |
| 750702              | Civic Building Roof Renewal                                  | 66,065         | 100,665       | 25,166     | 43,025     | 57,640                  | Design only.                                                                   |
| 750706              | Mandurah Community Museum Roof & Gutters                     | 34,326         | 67,157        | 16,789     | 0          | 67,157                  | Construction complete. Finances to be finalised.                               |
| 750708              | MARC Sauna Expansion & Refurbishment                         | 35,000         | 35,000        | 8,750      | 14,364     | 20,637                  | Construction 95% complete.                                                     |
| 750710              | PBSLSC - External Steelwork Painting                         | 30,000         | 30,000        | 7,500      | 0          | 30,000                  | Construction to commence Q2.                                                   |
| 750712              | Refurbishment of Billy Dower Youth Centre                    | 45,000         | 46,500        | 11,625     | 0          | 46,500                  | Construction to commence Q3.                                                   |
| 750655              | MARC Leisure Pool Acoustics                                  | 307,400        | 307,400       | 76,850     | 0          | 307,400                 | Construction to commence Q3.                                                   |
| 750647              | Dawesville Community Centre                                  | 489,370        | 418,170       | 104,543    | 30,417     | 387,753                 | Refer to Financial Report, Key Capital Projects table.                         |
| 750657              | MPAC Internal Refurb                                         | 27,793         | 26,553        | 6,638      | 0          | 26,553                  | Construction complete. Finances to be finalised.                               |
| 750660              | WMC Tipping Shed                                             | 142,616        | 153,939       | 38,485     | 0          | 153,939                 | Construction to commence Q3.                                                   |
| 750661              | Works & Services Building Refurb                             | 102,805        | 82,920        | 20,730     | 61,819     | 21,101                  | Construction complete. Finances to be finalised.                               |
| 750679              | Solar Plan 2021/22                                           | 45,260         | 45,260        | 11,315     | 46,020     | (760)                   | Construction complete. Finances to be finalised.                               |
| 750678              | ManPAC RVIF Lighting                                         | 266,755        | 216,283       | 54,071     | 0          | 216,283                 | Construction 10% complete.                                                     |
| 750681              | MARC Roof Repairs                                            | 3,860,829      | 6,034,628     | 1,508,657  | 401,266    | 5,633,363               | Refer to Financial Report, Key Capital Projects table.                         |
| 750726              | Changing Places Eastern Foreshore Mandurah                   | 140,075        | 140,075       | 35,019     | 0          | 140,075                 | Construction 20% complete.                                                     |
| 750729              | MPAC Fly Tower and Auditorium Facade Cladding and Roof       | 98,611         | 89,731        | 22,433     | 36,860     | 52,871                  | Construction to commence Q3.                                                   |
| 750730              | Falcon eLibrary Air Conditioning                             | 144,643        | 92,554        | 23,139     | 5,925      | 86,630                  | Construction complete. Finances to be finalised.                               |
| 750754              | 23-24 Administration Centre - HVAC Renewal Design            | 112,421        | 112,421       | 12,421     | 12,421     | 100,000                 | Design only.                                                                   |
| 750738              | 23-24 Automatic Transfer Switch for the MARC Generator       | 56,175         | 56,175        | 22,842     | 6,175      | 50,000                  | Construction to commence Q2.                                                   |
| 750733              | 23-24 Cinema HVAC Replacement                                | 224,710        | 224,710       | 24,710     | 25,430     | 199,280                 | Design only.                                                                   |
| 750732              | 23-24 Dawesville Community Centre                            | 2,247,318      | 2,247,318     | 247,318    | 247,486    | 1,999,832               | Refer to Financial Report, Key Capital Projects table.                         |
| 750734              | 23-24 Enhancements to Reserve Changerooms (unisex amenities) | 112,421        | 112,421       | 12,421     | 12,421     | 100,000                 | Construction to commence Q3.                                                   |
| 750740              | 23-24 MPAC Flytower Roof and Cladding Renewal                | 168,597        | 168,597       | 18,597     | 23,097     | 145,500                 | Construction to commence Q2.                                                   |
| 750735              | 23-24 MPAC Minor Renewal & Upgrade Works                     | 337,131        | 337,131       | 37,131     | 37,131     | 300,000                 | Construction to commence Q3.                                                   |
| 750737              | 23-24 Solar Plan                                             | 56,175         | 56,175        | 6,175      | 6,175      | 50,000                  | Construction to commence Q3.                                                   |
| 750741              | 23-24 BR Avalon Foreshore Ablution Building Renewal (Design) | 45,850         | 45,850        | 15,850     | 5,850      | 40,000                  | Design only.                                                                   |
| 750742              | 23-24 BR Billy Dower Youth Centre Flooring                   | 41,561         | 41,561        | 4,561      | 4,561      | 37,000                  | Construction to commence Q3.                                                   |
| 750743              | 23-24 BR EMCC - Mandurah Community Centre Flooring           | 129,247        | 129,247       | 14,247     | 14,247     | 115,000                 | Construction to commence Q3.                                                   |
| 750744              | 23-24 BR EMCC - Tuart Avenue Building Flooring               | 59,528         | 59,528        | 6,528      | 6,528      | 53,000                  | Construction to commence Q3.                                                   |
| 750745              | 23-24 BR Falcon Library Flooring                             | 48,267         | 48,267        | 5,267      | 5,267      | 43,000                  | Construction to commence Q3.                                                   |
| 750746              | 23-24 BR Falcon Library HVAC                                 | 56,175         | 56,175        | 6,175      | 7,795      | 48,380                  | Construction to commence Q2.                                                   |
| 750747              | 23-24 BR Lions Club of Mandurah Flooring                     | 20,179         | 20,179        | 2,179      | 2,179      | 18,000                  | Project is not proceeding in 2023-24.                                          |
| 750748              | 23-24 BR Mandurah Bowling and Recreation Club Flooring       | 33,723         | 33,723        | 3,723      | 3,723      | 30,000                  | Construction to commence Q3.                                                   |
| 750749              | 23-24 BR Mandurah Community Museum House Flooring            | 28,088         | 28,088        | 3,088      | 3,088      | 25,000                  | Construction to commence Q3.                                                   |
| 750750              | 23-24 BR Rushton Park Stadium Flooring                       | 157,335        | 157,335       | 17,335     | 17,335     | 140,000                 | Construction to commence Q3.                                                   |
| 750751              | 23-24 BR Rushton Park North Pavilion Roof                    | 393,307        | 393,307       | 43,307     | 43,307     | 350,000                 | Construction to commence Q3.                                                   |
| 750752              | 23-24 BR Civic Centre HVAC & Roof (Design)                   | 231,117        | 231,117       | 1,117      | 1,117      | 230,000                 | Design only.                                                                   |
| 750753              | 23-24 Site Main Switchboard Program                          | 56,175         | 56,175        | 6,175      | 6,175      | 50,000                  | Ongoing Program 2023/24.                                                       |
| 750756              | 23-24 MPAC HVAC Renewal (Design)                             | 224,710        | 224,710       | 24,710     | 24,710     | 200,000                 | Design only.                                                                   |
| 750700              | Administration Building - Foyer Upgrade                      | 0              | 20,823        | 5,206      | 2,650      | 18,173                  | Construction complete.                                                         |
| 750671              | Mandurah Library Roofing Project 21/22                       | 0              | 21,150        | 5,287      | 1,752      | 19,398                  | Construction complete.                                                         |
| 750687              | 22-23 LED Buildings Plan                                     | 0              | 20,762        | 5,191      | 27,777     | (7,014)                 | Construction complete. Finances to be finalised. Overspend being investigated. |
| 750705              | 22-23 Mandurah Community House                               | 0              | 16,587        | 4,147      | 2,916      | 13,671                  | Construction complete.                                                         |
| 750757              | MMFNC Mustangs Reimbursement - CSRFF                         | 0              | 47,106        | 11,777     | 47,106     | 0                       | Complete.                                                                      |
| 750758              | PBSRC Small Grants - CSRFF                                   | 0              | 45,832        | 11,458     | 0          | 45,832                  | Construction to commence Q2.                                                   |
| 750725              | Other Buildings Renewal                                      | 0              | 14,390        | 3,598      | 21,395     | (7,005)                 | Construction % complete. Overspend being investigated.                         |

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                                                |
|-----------------------------------------------------------------------------------|--------------------------------------------------------------------|----------------|---------------|------------|------------|-------------------------|--------------------------------------------------------|
| Bridges                                                                           |                                                                    |                |               |            |            |                         |                                                        |
|    | 880012 Lakelands-Madora Bay Pedestrian Bridge                      | 0              | 74,415        | 18,604     | 27,576     | 46,839                  | Design only.                                           |
| Parks                                                                             |                                                                    |                |               |            |            |                         |                                                        |
|    | 700516 Yalgorup National Park                                      | 381,719        | 381,719       | 95,430     | 0          | 381,719                 | Consultant work underway.                              |
|    | 700547 Tickner Reserve Playground                                  | 45,000         | 45,000        | 11,250     | 47,059     | (2,059)                 | Construction complete. Overspend being investigated.   |
|    | 700498 Tickner Reserve Final Stage                                 | 70,374         | 70,374        | 17,593     | 39,751     | 30,623                  | Construction complete.                                 |
|    | 700545 Suncrest Meander Playground                                 | 35,000         | 35,000        | 8,750      | 37,527     | (2,527)                 | Construction complete. Overspend being investigated.   |
|    | 700535 St Ives Boardwalk                                           | 94,167         | 94,167        | 23,542     | 8,676      | 85,491                  | Construction to commence Q2.                           |
|    | 700533 2022-23 South Harbour Paving Upgrades                       | 64,046         | 70,148        | 17,537     | 14,034     | 56,113                  | Construction to commence Q2.                           |
|    | 700536 Seascapes boardwalk, steps lookout node                     | 282,503        | 282,503       | 70,626     | 24,804     | 257,699                 | Construction 70% complete.                             |
|    | 700566 Bruce Cresswell Reserve Stage 1 of 2                        | 130,020        | 130,133       | 32,533     | 7,100      | 123,033                 | Construction to commence Q2.                           |
|    | 700534 Riverside Boardwalk                                         | 93,901         | 93,901        | 23,475     | 10,524     | 83,377                  | Construction complete. Finances to be finalised.       |
|    | 700494 Pleasant Grove Foreshore                                    | 64,132         | 64,133        | 16,033     | 6,783      | 57,349                  | Construction complete. Finances to be finalised.       |
|    | 700529 Observation Deck, Watersun Drive                            | 87,000         | 87,000        | 21,750     | 0          | 87,000                  | Construction to commence Q2.                           |
|    | 700521 Lakes Lawn Cemetery - Plinths and Irrigation Upgrade        | 33,528         | 24,840        | 6,210      | 0          | 24,840                  | Construction complete. Finances to be finalised.       |
|    | 700548 Karri Karri Pass Playground                                 | 45,000         | 45,000        | 11,250     | 47,996     | (2,996)                 | Construction complete. Overspend being investigated.   |
|    | 700523 Kangaroo Paw Park                                           | 34,492         | 67,142        | 16,785     | 37,578     | 29,564                  | Construction complete. Finances to be finalised.       |
|    | 700530 Falcon Bay Stage 5 of 5                                     | 377,929        | 376,849       | 94,212     | 25,001     | 351,848                 | Construction to commence Q2.                           |
|    | 700518 Eastport Foreshore Upgrade                                  | 148,534        | 135,341       | 33,835     | 20,482     | 114,858                 | Construction 30% complete.                             |
|    | 700515 Mandurah Netball Feasibility Study - CSRFF                  | 35,704         | 35,704        | 8,926      | 0          | 35,704                  | Feasibility study in progress.                         |
|    | 700480 Central Irrigation Management System Renewal                | 90,000         | 90,000        | 22,500     | 0          | 90,000                  | Construction to commence Q3.                           |
|    | 700478 Meadow Springs Golf Course Fence                            | 40,000         | 40,000        | 10,000     | 0          | 40,000                  | Construction to commence Q3.                           |
|    | 700544 Central Irrigation Management System                        | 90,000         | 90,000        | 22,500     | 0          | 90,000                  | Construction to commence Q3.                           |
|    | 700546 Bruce Cresswell Reserve Playground                          | 49,800         | 49,800        | 12,450     | 53,041     | (3,241)                 | Construction complete. Overspend being investigated.   |
|    | 700549 Bortolo Reserve Playground                                  | 52,390         | 52,390        | 13,097     | 55,204     | (2,815)                 | Construction complete. Overspend being investigated.   |
|    | 700485 Bortolo Park Drainage Basin                                 | 23,228         | 15,254        | 3,814      | 859        | 14,396                  | Construction 90% complete.                             |
|    | 700531 2022-23 Falcon Reserve Activation Plan - Implementation     | 27,990         | 23,994        | 5,999      | 6,311      | 17,684                  | Construction 85% complete.                             |
|    | 700514 Bortolo Fire Track Water Infrastructure                     | 18,877         | 18,149        | 4,537      | 6,468      | 11,681                  | Construction to commence Q3.                           |
|    | 700582 23-24 Bin Enclosures Upgrade                                | 58,131         | 58,131        | 20,631     | 8,131      | 50,000                  | Construction to commence Q2.                           |
|    | 700580 23-24 Blythwood Reserve                                     | 332,257        | 332,257       | 32,257     | 36,385     | 295,872                 | Construction to commence Q2.                           |
|    | 700575 23-24 Coodanup Foreshore                                    | 1,379,218      | 1,379,218     | 509,218    | 121,968    | 1,257,250               | Refer to Financial Report, Key Capital Projects table. |
|    | 700577 23-24 Merlin Street Activation Plan - Implementation        | 417,234        | 417,234       | 47,234     | 47,234     | 370,000                 | Construction to commence Q3.                           |
|    | 700583 23-24 North Mandurah Irrigation Water Supply                | 182,234        | 182,234       | 7,234      | 7,234      | 175,000                 | Construction to commence Q2.                           |
|    | 700584 23-24 BMX/Pump Track Renewal                                | 83,248         | 83,248        | 43,248     | 3,248      | 80,000                  | Construction to commence Q2.                           |
|    | 700581 23-24 Wilderness Reserve                                    | 537,192        | 537,192       | 37,192     | 37,192     | 500,000                 | Construction to commence Q3.                           |
|    | 700585 23-24 BW Henson St Beach Access                             | 138,781        | 138,781       | 13,381     | 13,381     | 125,400                 | Construction to commence Q3.                           |
|    | 700586 23-24 BW Warrungup Spring Reserve Boardwalk (Design)        | 27,699         | 27,699        | 21,033     | 17,699     | 10,000                  | Design only.                                           |
|    | 700587 23-24 BW Westview Parade Foreshore Boardwalk Renewal        | 25,243         | 25,243        | 12,522     | 12,522     | 12,721                  | Construction to commence Q2.                           |
|    | 700593 23-24 Irrigation Renewal Program                            | 90,435         | 90,435        | 45,435     | 435        | 90,000                  | Ongoing Program 2023/24.                               |
|    | 700613 23-24 Parks and Reserves Signage New                        | 40,998         | 40,998        | 10,998     | 998        | 40,000                  | Construction to commence Q2.                           |
|    | 700594 23-24 PR BBQ Renewal Program                                | 215,841        | 215,841       | 110,388    | 4,935      | 210,906                 | Ongoing Program 2023/24.                               |
|   | 700595 23-24 PR Falcon Reserve                                     | 34,751         | 34,751        | 18,251     | 1,751      | 33,000                  | Construction to commence Q2.                           |
|  | 700596 23-24 PR Parks Furniture Renewal                            | 28,965         | 28,965        | 4,065      | 4,065      | 24,900                  | Construction to commence Q3.                           |
|  | 700597 23-24 PR Performing Arts Centre - Retaining Wall            | 48,726         | 48,726        | 4,626      | 9,218      | 39,508                  | Construction to commence Q2.                           |
|  | 700598 23-24 PR Quandong Reserve                                   | 89,636         | 89,636        | 2,636      | 2,636      | 87,000                  | Construction to commence Q3.                           |
|  | 700599 23-24 PR Rushton Park                                       | 51,313         | 51,313        | 1,813      | 1,813      | 49,500                  | Construction to commence Q2.                           |
|  | 700600 23-24 PR Synthetic Turf Renewal                             | 42,186         | 42,186        | 186        | 186        | 42,000                  | Construction to commence Q2.                           |
|  | 700601 23-24 PGR Abraham France                                    | 12,540         | 12,540        | 4,640      | 4,640      | 7,900                   | Construction to commence Q3.                           |
|  | 700602 23-24 PGR Blythwood Reserve                                 | 54,826         | 54,826        | 4,826      | 4,826      | 50,000                  | Construction to commence Q2.                           |
|  | 700603 23-24 PGR Coodanup Community Centre                         | 39,064         | 39,064        | 4,764      | 4,764      | 34,300                  | Construction to commence Q3.                           |
|  | 700604 23-24 PGR Floribunda Park Stage 1                           | 36,702         | 36,702        | 4,702      | 4,702      | 32,000                  | Construction to commence Q3.                           |
|  | 700605 23-24 PGR Montego Reserve                                   | 57,831         | 57,831        | 4,831      | 4,831      | 53,000                  | Construction to commence Q3.                           |
|  | 700606 23-24 SF Catapillar Park                                    | 21,283         | 21,283        | 21,283     | 17,678     | 3,605                   | Construction complete.                                 |
|  | 700607 23-24 SF Floribunda Park                                    | 43,345         | 31,778        | 1,345      | 1,345      | 30,433                  | Construction to commence Q3.                           |
|  | 700608 23-24 SF Keith Holmes Reserve                               | 27,183         | 38,750        | 1,283      | 1,283      | 37,467                  | Construction to commence Q2.                           |
|  | 700610 23-24 Drinking Fountain Renewal                             | 26,000         | 26,000        | 0          | 0          | 26,000                  | Construction to commence Q2.                           |
|  | 700611 23-24 FR Fisheries Boatshed (Soldiers Cove Terrace)         | 12,602         | 12,602        | 1,858      | 1,858      | 10,744                  | Construction to commence Q2.                           |
|  | 700612 23-24 FR Island Point                                       | 91,330         | 67,460        | 2,530      | 2,530      | 64,930                  | Construction to commence Q2.                           |
|  | 700588 23-24 FR Orion Reserve                                      | 10,858         | 10,858        | 1,858      | 1,858      | 9,000                   | Construction to commence Q2.                           |
|  | 700589 23-24 FR Rushton Park - Tennis Centre                       | 129,107        | 129,107       | 2,822      | 2,822      | 126,285                 | Construction to commence Q3.                           |
|  | 700590 23-24 FR Sabina DR Foreshore & Madora Bay Karinga Foreshore | 60,930         | 60,930        | 60,930     | 2,780      | 58,150                  | Construction to commence Q2.                           |
|  | 700591 23-24 FR San Remo Beach & Eros Reserve                      | 39,706         | 39,706        | 39,706     | 2,656      | 37,050                  | Construction to commence Q2.                           |
|  | 700592 23-24 FR Watersun Beach                                     | 86,043         | 86,043        | 86,043     | 2,168      | 83,875                  | Construction to commence Q2.                           |
|  | 930045 23-24 Major Public Artworks                                 | 90,000         | 90,000        | 90,000     | 0          | 90,000                  | Ongoing Program 2023/24.                               |
|  | 700615 23-24 SF Badgerup Park                                      | 60,669         | 60,669        | 60,669     | 1,769      | 58,900                  | Construction complete. Finances to be finalised.       |
|  | 700616 23-24 Missing Person Memorial Mandurah Upgrade              | 20,000         | 20,000        | 20,000     | 0          | 20,000                  | Construction to commence Q3.                           |
|  | 700619 23-24 Dawesville Channel SE Foreshore Upgrade Stage 1       | 825,136        | 825,136       | 75,136     | 75,136     | 750,000                 | Construction to commence Q2.                           |
|  | 700519 22-23 South East Dawesville - Boundary                      | 0              | 11,835        | 2,959      | 154        | 11,681                  | Construction complete. Finances to be finalised.       |
|  | 700527 22-23 Mandurah Ocean Marina Bocce Court                     | 0              | 20,000        | 5,000      | 16,924     | 3,077                   | Construction complete. Finances to be finalised.       |
|  | 700532 22-23 Merlin Street Activation Plan                         | 0              | 27,769        | 6,942      | 23,489     | 4,280                   | Design only. Overspend being investigated.             |
|  | 700533 2022-23 The Sails - Marina Chalets                          | 0              | 17,640        | 17,640     | 17,640     | 0                       | Construction 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                                                |
|---------------------|-------------------------------------------------------|--|----------------|---------------|------------|------------|-------------------------|--------------------------------------------------------|
| 700622              | Milgar Reserve BMX Starting Gate                      |  | 0              | 114,000       | 28,500     | 0          | 114,000                 | Construction to commence Q2.                           |
| 700623              | Thompson Street Netball Court Resurface               |  | 0              | 120,000       | 0          | 0          | 120,000                 | Construction to commence Q2.                           |
| Roads               |                                                       |  |                |               |            |            |                         |                                                        |
| 501130              | City Centre Streetscape Upgrades                      |  | 100,000        | 120,023       | 30,006     | 0          | 120,023                 | Design only.                                           |
| 501131              | Dawesville Channel SE Foreshore Upgrade               |  | 141,150        | 140,850       | 35,213     | 0          | 140,850                 | Design only.                                           |
| 501135              | Resurface of the Driveway to the Mandurah Tennis Club |  | 16,327         | 16,327        | 4,082      | 0          | 16,327                  | Construction to commence Q2.                           |
| 501136              | Senior Citizens Carpark                               |  | 100,000        | 99,287        | 24,822     | 45,268     | 54,019                  | Construction 95% complete.                             |
| 501137              | Torcello Mews Canal PAW Renewal                       |  | 30,421         | 30,421        | 7,605      | 0          | 30,421                  | Construction complete in 2022-23.                      |
| 501139              | WMC - Upgrade Recycling Area Stage 1                  |  | 20,000         | 20,000        | 5,000      | 0          | 20,000                  | Construction to commence Q4.                           |
| 501116              | SP Pleasant Grove POS                                 |  | 38,707         | 38,707        | 9,677      | 18,276     | 20,430                  | Construction complete. Finances to be finalised.       |
| 501142              | SL Light pole replacement                             |  | 104,198        | 104,198       | 26,050     | 0          | 104,198                 | Ongoing Program 2023/24.                               |
| 501148              | RR Olive Road                                         |  | 151,512        | 70,071        | 17,518     | 63,401     | 6,670                   | Construction 95% complete.                             |
| 501169              | RS Stock Road, Parklands                              |  | 48,200         | 48,200        | 12,050     | 0          | 48,200                  | Construction to commence Q2.                           |
| 501113              | SP Halls Head PSP                                     |  | 773,890        | 644,722       | 161,180    | 645,577    | (855)                   | Construction 85% complete.                             |
| 501175              | 22-23 TM Discretionary Traffic Management             |  | 70,733         | 67,936        | 16,984     | 59,573     | 8,363                   | Construction complete. Finances to be finalised.       |
| 501127              | Falcon Reserve Activation Plan - Stage 3              |  | 57,826         | 171,147       | 42,787     | 140,938    | 30,209                  | Construction 90% complete.                             |
| 501089              | RC Peel Street Stage 3                                |  | 1,343,906      | 996,061       | 249,015    | 152,934    | 843,127                 | Construction 85% complete.                             |
| 501181              | TM Estuary Road Delineation                           |  | 27,672         | 8,399         | 2,100      | 8,355      | 44                      | Construction complete. Overspend being investigated.   |
| 501182              | SL Old Coast Road/McLarty Road/Leeward Road Ent       |  | 43,526         | 39,180        | 9,795      | 0          | 39,180                  | Construction to commence Q3.                           |
| 501183              | SL Lakes Road/Murdoch Drive                           |  | 84,977         | 80,632        | 20,158     | 0          | 80,632                  | Construction to commence Q3.                           |
| 501129              | Trails Project                                        |  | 696,345        | 720,161       | 180,040    | 181,405    | 538,756                 | Consultant work underway.                              |
| 500016              | Smart Street Mall Upgrade                             |  | 701,274        | 699,173       | 61,274     | 61,274     | 637,899                 | Construction to commence Q3.                           |
| 501187              | 23-24 Dawesville Channel SE Foreshore Upgrade         |  | 20,829         | 10,829        | 10,829     | 10,829     | 0                       | Design only.                                           |
| 501247              | 23-24 Ormsby Terrace Car Park                         |  | 68,037         | 68,037        | 48,037     | 48,037     | 20,000                  | Design only.                                           |
| 501248              | 23-24 Sutton Farm - Car Parking                       |  | 113,680        | 113,680       | 43,680     | 43,680     | 70,000                  | Design only.                                           |
| 501188              | 23-24 WMC Road Reseal                                 |  | 49,100         | 49,100        | 9,100      | 9,100      | 40,000                  | Construction to commence Q3.                           |
| 501191              | 23-24 CP Stewart Street                               |  | 48,489         | 48,489        | 4,489      | 4,489      | 44,000                  | Construction to commence Q2.                           |
| 501192              | 23-24 SP Falcon Coastal Shared Path - Stage 1         |  | 1,160,653      | 1,160,653     | 60,653     | 60,653     | 1,100,000               | Refer to Financial Report, Key Capital Projects table. |
| 501193              | 23-24 TM Clarice St                                   |  | 244,671        | 244,671       | 24,671     | 24,671     | 220,000                 | Construction to commence Q3.                           |
| 501194              | 23-24 TM Mandurah Tce/Adonis Rd                       |  | 70,455         | 70,455        | 12,795     | 12,795     | 57,660                  | Construction to commence Q2.                           |
| 501195              | 23-24 TM Meadow Springs Drive Bridge                  |  | 51,437         | 51,437        | 11,437     | 11,437     | 40,000                  | Design only.                                           |
| 501196              | 23-24 TM Wanjeep St                                   |  | 422,616        | 422,616       | 225,116    | 27,616     | 395,000                 | Construction to commence Q2.                           |
| 501197              | 23-24 TM White Hill Road                              |  | 570,743        | 570,742       | 217,409    | 40,743     | 530,000                 | Construction to commence Q2.                           |
| 501199              | 23-24 RR Guillardon Tce/Karringa Rd                   |  | 481,047        | 481,047       | 31,047     | 31,047     | 450,000                 | Construction to commence Q4.                           |
| 501200              | 23-24 RR Mayfair Mews                                 |  | 309,729        | 309,729       | 16,729     | 16,729     | 293,000                 | Construction to commence Q3.                           |
| 501201              | 23-24 RR Quarry Way                                   |  | 614,742        | 614,742       | 40,742     | 40,742     | 574,000                 | Construction to commence Q3.                           |
| 501202              | 23-24 RR Tara St                                      |  | 161,193        | 161,193       | 86,193     | 91,807     | 69,386                  | Construction 75% complete.                             |
| 501203              | 23-24 RS Balwina Court                                |  | 90,995         | 90,995        | 47,295     | 3,595      | 87,400                  | Construction to commence Q2.                           |
| 501204              | 23-24 RS Castleward St                                |  | 48,347         | 48,347        | 25,847     | 3,347      | 45,000                  | Construction to commence Q2.                           |
| 501205              | 23-24 RS Dalby St                                     |  | 65,471         | 65,471        | 34,471     | 3,471      | 62,000                  | Construction to commence Q2.                           |
| 501206              | 23-24 RS Leyburn Drv                                  |  | 224,216        | 224,216       | 114,216    | 4,216      | 220,000                 | Construction to commence Q2.                           |
| 501207              | 23-24 RS Soldiers Cove Tce and Bolton St              |  | 146,427        | 146,427       | 76,427     | 6,427      | 140,000                 | Construction to commence Q2.                           |
| 501208              | 23-24 RS Tara St                                      |  | 87,595         | 87,595        | 45,595     | 3,595      | 84,000                  | Construction to commence Q2.                           |
| 501209              | 23-24 RS Thisbe Drv                                   |  | 102,182        | 102,182       | 4,182      | 4,182      | 98,000                  | Construction to commence Q2.                           |
| 501210              | 23-24 RS Westbourne Pass                              |  | 161,906        | 161,906       | 3,906      | 3,906      | 158,000                 | Construction to commence Q2.                           |
| 501211              | 23-24 RS Cambridge Drv                                |  | 307,903        | 307,903       | 8,903      | 8,903      | 299,000                 | Construction to commence Q2.                           |
| 501212              | 23-24 RS Carter St                                    |  | 45,347         | 45,347        | 3,347      | 3,347      | 42,000                  | Construction to commence Q2.                           |
| 501213              | 23-24 RS Charon Rd                                    |  | 196,092        | 196,092       | 4,092      | 4,092      | 192,000                 | Construction to commence Q2.                           |
| 501215              | 23-24 RS Council Cl                                   |  | 63,471         | 63,471        | 3,471      | 3,471      | 60,000                  | Construction to commence Q2.                           |
| 501216              | 23-24 RS Dior Place                                   |  | 73,471         | 73,471        | 3,471      | 3,471      | 70,000                  | Construction to commence Q2.                           |
| 501217              | 23-24 RS Everlasting Retreat                          |  | 201,092        | 201,092       | 4,092      | 4,092      | 197,000                 | Construction to commence Q2.                           |
| 501218              | 23-24 RS Glenroy Drv                                  |  | 37,347         | 37,347        | 3,347      | 3,347      | 34,000                  | Construction to commence Q2.                           |
| 501219              | 23-24 RS Harvey View Drv                              |  | 141,844        | 141,844       | 3,844      | 3,844      | 138,000                 | Construction to commence Q2.                           |
| 501220              | 23-24 RS Hibiscuss Rise                               |  | 43,347         | 43,347        | 3,347      | 3,347      | 40,000                  | Construction to commence Q2.                           |
| 501221              | 23-24 RS Kelly St                                     |  | 45,347         | 45,347        | 3,347      | 3,347      | 42,000                  | Construction to commence Q2.                           |
| 501222              | 23-24 RS Littleton St                                 |  | 220,216        | 220,216       | 4,216      | 4,216      | 216,000                 | Construction to commence Q2.                           |
| 501223              | 23-24 RS Maria Pl                                     |  | 105,657        | 105,657       | 3,657      | 3,657      | 102,000                 | Construction to commence Q2.                           |
| 501224              | 23-24 RS Mayfair Mews                                 |  | 112,657        | 112,657       | 3,657      | 3,657      | 109,000                 | Construction to commence Q2.                           |
| 501225              | 23-24 RS Quarry Road                                  |  | 221,216        | 221,216       | 4,216      | 4,216      | 217,000                 | Construction to commence Q2.                           |
| 501226              | 23-24 RS Rakoa St                                     |  | 153,906        | 153,906       | 3,906      | 3,906      | 150,000                 | Construction to commence Q2.                           |
| 501227              | 23-24 RS Rouse Rd                                     |  | 144,844        | 144,844       | 3,844      | 3,844      | 141,000                 | Construction to commence Q2.                           |
| 501228              | 23-24 RS Sandalwood Pde                               |  | 163,906        | 163,906       | 3,906      | 3,906      | 160,000                 | Construction to commence Q2.                           |
| 501229              | 23-24 RS Sedgemere Tce                                |  | 103,657        | 103,657       | 3,657      | 3,657      | 100,000                 | Construction to commence Q2.                           |
| 501230              | 23-24 RS Skud St                                      |  | 77,533         | 77,533        | 3,533      | 3,533      | 74,000                  | Construction to commence Q2.                           |
| 501231              | 23-24 RS Spinaway Pde                                 |  | 26,285         | 26,285        | 3,285      | 3,285      | 23,000                  | Construction to commence Q2.                           |
| 501232              | 23-24 RS Talbot St                                    |  | 60,409         | 60,409        | 3,409      | 3,409      | 57,000                  | Construction to commence Q2.                           |
| 501233              | 23-24 RS Thomson St                                   |  | 217,427        | 217,427       | 5,427      | 5,427      | 212,000                 | Construction to commence Q2.                           |
| 501234              | 23-24 RS Wilkins St                                   |  | 107,657        | 107,657       | 3,657      | 3,657      | 104,000                 | Construction to commence Q2.                           |
| 501235              | 23-24 RC Peel Street Stage 4                          |  | 1,712,021      | 1,712,021     | 474,521    | 62,021     | 1,650,000               | Refer to Financial Report, Key Capital Projects table. |
| 501236              | 23-24 SF Street Furniture Renewal                     |  | 51,803         | 51,803        | 14,303     | 1,803      | 50,000                  | Construction to commence Q3.                           |
| 501237              | 23-24 SF Street Furniture Renewal                     |  | 34,313         | 34,313        | 5,813      | 5,813      | 28,500                  | Construction to commence Q3.                           |

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| Account Description                                                               |        |                                                              | Adopted Budget | Annual Budget | YTD Budget | YTD Actual | Remaining Unspent Funds | Comment                                                                        |
|-----------------------------------------------------------------------------------|--------|--------------------------------------------------------------|----------------|---------------|------------|------------|-------------------------|--------------------------------------------------------------------------------|
|    | 501239 | 23-24 SP Guillardon Tce/Karinga Rd                           | 29,820         | 29,820        | 7,820      | 7,820      | 22,000                  | Construction to commence Q3.                                                   |
|    | 501240 | 23-24 Signage Renewal Program                                | 40,808         | 40,808        | 10,808     | 808        | 40,000                  | Ongoing Program 2023/24.                                                       |
|    | 501241 | 23-24 SL Street Lighting New Program                         | 57,762         | 57,762        | 20,262     | 7,762      | 50,000                  | Ongoing Program 2023/24.                                                       |
|    | 501242 | 23-24 SL Street Lighting Renewal Program                     | 107,762        | 107,762       | 32,762     | 7,762      | 100,000                 | Ongoing Program 2023/24.                                                       |
|    | 501243 | 23-24 TM Esperance Avenue Pedestrian Refuge                  | 40,111         | 40,111        | 5,111      | 5,111      | 35,000                  | Construction to commence Q2.                                                   |
|    | 501244 | 23-24 TM Halls Head Parade & Leighton Road Intersection      | 75,370         | 75,370        | 10,370     | 10,370     | 65,000                  | Construction to commence Q2.                                                   |
|    | 501245 | 23-24 TM Sapphire Cove ACROD Bay                             | 24,436         | 24,436        | 14,436     | 4,436      | 20,000                  | Construction to commence Q2.                                                   |
|    | 501249 | 23-24 SP Caspar Road                                         | 120,551        | 120,551       | 62,551     | 4,551      | 116,000                 | Construction to commence Q2.                                                   |
|    | 501253 | 23-24 Dawesville Channel SE Foreshore - Car Park Design      | 17,659         | 17,659        | 7,659      | 7,659      | 10,000                  | Design only.                                                                   |
|    | 501162 | RS Hill Street, Halls Head                                   | 0              | 0             | 0          | 6,463      | (6,463)                 | Construction complete. Overspend being investigated.                           |
|    | 501178 | Merlin Street Reserve Southern Car Park                      | 0              | 13,668        | 3,417      | 12,119     | 1,549                   | Construction complete.                                                         |
|    | 501254 | Installation of CCTV - Giants of Mandurah Coodanup Foreshore | 0              | 18,086        | 4,522      | 18,347     | (261)                   | Construction complete.                                                         |
|    | 501132 | 22-23 Installation of Flood Lighting                         | 0              | 1,262         | 316        | 1,325      | (63)                    | Construction complete. Overspend being investigated.                           |
|    | 501256 | MBRC Club Night Lights - CSRFF                               | 0              | 18,499        | 0          | 0          | 18,499                  | Construction to commence Q2.                                                   |
|    | 501084 | Peel Street Underground Power                                | 0              | 104,774       | 26,194     | 23,360     | 81,414                  | Construction 25% complete.                                                     |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Drainage                                                                          |        |                                                              |                |               |            |            |                         |                                                                                |
|    | 600189 | DR 130 Mandurah Terrace                                      | 25,000         | 23,903        | 5,976      | 0          | 23,903                  | Construction to commence Q3.                                                   |
|    | 600190 | DR 30 George Street Drainage Improvement                     | 44,799         | 43,702        | 10,926     | 0          | 43,702                  | Construction to commence Q2.                                                   |
|    | 600192 | DR Cervantes Drive                                           | 20,522         | 19,425        | 4,856      | 0          | 19,425                  | Construction to commence Q2.                                                   |
|    | 600193 | DR Colonial Court Drainage Upgrade - Stage 1                 | 234,380        | 220,090       | 55,023     | 298,272    | (78,182)                | Construction complete. Finances to be finalised. Overspend being investigated. |
|    | 600195 | DR Hopetoun Bend Drainage Upgrade                            | 50,264         | 50,264        | 12,566     | 0          | 50,264                  | Construction to commence Q2.                                                   |
|    | 600196 | DR Loton Road/Ashley Terrace Intersection Stage 1            | 42,652         | 0             | 0          | 36,477     | (36,477)                | Construction complete. Finances to be finalised. Overspend being investigated. |
|    | 600198 | 23-24 DR Mary Street (Stage 1) - Drainage Renewal            | 274,708        | 274,708       | 36,208     | 36,208     | 238,500                 | Construction to commence Q2.                                                   |
|    | 600186 | DR Yeedong Road, Falcon - Stage 2                            | 0              | 0             | 0          | 0          | 0                       |                                                                                |
|    | 600191 | DR Baloo Crescent Drainage Upgrade                           | 0              | 0             | 0          | 0          | 0                       |                                                                                |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Coastal & Estuary                                                                 |        |                                                              |                |               |            |            |                         |                                                                                |
|    | 910075 | Birchley Road Boat Ramp Jetty                                | 74,826         | 55,010        | 13,752     | 0          | 55,010                  | Design only.                                                                   |
|    | 910109 | Cambria Island Abutment Walls Repair                         | 57,121         | 57,121        | 14,280     | 0          | 57,121                  | Construction complete.                                                         |
|    | 911002 | 23-24 WR Seashells Seawall                                   | 41,356         | 41,356        | 17,356     | 9,356      | 32,000                  | Design only.                                                                   |
|    | 911001 | 23-24 WR South Harbour Paving                                | 161,553        | 161,553       | 49,053     | 13,539     | 148,014                 | Construction to commence Q2.                                                   |
|    | 910076 | 22-23 Dawesville Foreshore Res (Leura)                       | 0              | 56,141        | 14,035     | 6,804      | 49,337                  | Construction complete.                                                         |
|    | 910077 | 22-23 Dawesville Foreshore Res (Avon)                        | 0              | 72,371        | 18,093     | 18,800     | 53,571                  | Construction complete.                                                         |
|    | 911005 | John Street Seawall                                          | 0              | 0             | 0          | 1,714      | (1,714)                 | Construction complete. Overspend being investigated.                           |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Equipment                                                                         |        |                                                              |                |               |            |            |                         |                                                                                |
|    | 820195 | MARC Replacement Pool Inflatable                             | 41,461         | 41,461        | 23,011     | 4,561      | 36,900                  | Ongoing Program 2023/24.                                                       |
|    | 820196 | 23-24 Washer/Dryer Stackers at Pen                           | 0              | 0             | 0          | 13,125     | (13,125)                | Acquisition complete. Budget variation to be presented at a later date.        |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Plant & Machinery                                                                 |        |                                                              |                |               |            |            |                         |                                                                                |
|    | 770001 | Replacement Light Passenger Vehicles                         | 542,074        | 542,074       | 135,519    | 32,904     | 509,170                 | Ongoing Program 2023/24.                                                       |
|    | 770002 | Replacement Light Commercial Vehicles                        | 854,872        | 854,872       | 213,718    | 36,386     | 818,486                 | Ongoing Program 2023/24.                                                       |
|   | 770005 | New - Light Passenger Vehicles                               | 40,000         | 40,000        | 10,000     | 0          | 40,000                  | Ongoing Program 2023/24.                                                       |
|  | 770006 | Trucks and Buses                                             | 1,734,741      | 1,734,741     | 433,685    | 0          | 1,734,741               | Ongoing Program 2023/24.                                                       |
|  | 770008 | Construction Vehicles                                        | 564,648        | 564,648       | 141,162    | 0          | 564,648                 | Ongoing Program 2023/24.                                                       |
|  | 770009 | Parks and Mowers                                             | 879,368        | 879,368       | 219,842    | 0          | 879,368                 | Ongoing Program 2023/24.                                                       |
|  | 770010 | New - Heavy Vehicles Plant and Equipment                     | 872,731        | 872,731       | 218,183    | 102,696    | 770,035                 | Ongoing Program 2023/24.                                                       |
|  | 770020 | Tim's Thicket Weighbridge                                    | 150,000        | 150,000       | 37,500     | 0          | 150,000                 | Ongoing Program 2023/24.                                                       |
|  | 770007 | Trailers                                                     | 18,000         | 18,000        | 4,500      | 0          | 18,000                  | Ongoing Program 2023/24.                                                       |
|  | 770011 | Miscellaneous Equipment                                      | 78,500         | 78,500        | 19,625     | 0          | 78,500                  | Ongoing Program 2023/24.                                                       |
|  | 770012 | New - Vehicle and Small Plant Program                        | 145,200        | 145,200       | 36,300     | 0          | 145,200                 | Ongoing Program 2023/24.                                                       |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Other Infrastructure                                                              |        |                                                              |                |               |            |            |                         |                                                                                |
|  | 930042 | 23-24 Upgrade the WMC CCTV Server                            | 8,000          | 8,000         | 0          | 0          | 8,000                   | Construction to commence Q2.                                                   |
|  | 930043 | 23-24 Christmas Decorations Program                          | 170,001        | 170,001       | 20,001     | 20,001     | 150,000                 | Ongoing Program 2023/24.                                                       |
|  | 930044 | 23-24 CSRFF Program - Small Grants                           | 150,000        | 563           | 141        | 0          | 563                     | Ongoing Program 2023/24.                                                       |
|  | 700053 | Lakelands DOS Sports Specific Infrastructure                 | 169,317        | 169,317       | 42,329     | 0          | 169,317                 | Construction to commence Q3.                                                   |
|  | 700055 | Eastern Foreshore South Precinct                             | 2,762,166      | 2,692,387     | 673,097    | 168,260    | 2,524,127               | Refer to Financial Report, Key Capital Projects table.                         |
|  | 700056 | Western Foreshore Recreation Precinct                        | 1,989,677      | 2,046,729     | 511,682    | 4,992      | 2,041,738               | Refer to Financial Report, Key Capital Projects table.                         |
|  | 930038 | MARC Geothermal Pump & VSD 21/22                             | 0              | 5,640         | 1,410      | 5,682      | (41)                    | Complete. Overspend being investigated.                                        |
|                                                                                   |        |                                                              |                |               |            |            |                         |                                                                                |
| Grand Total                                                                       |        |                                                              | 46,801,721     | 49,124,621    | 10,819,669 | 5,316,508  | 43,808,113              |                                                                                |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS**

**Repayments - Borrowings**

| Information on Borrowings<br>Particulars                     | 1 July 2023 | New Loans |           | Principal Repayments |         | Principal Outstanding |           | Interest Repayments |        |
|--------------------------------------------------------------|-------------|-----------|-----------|----------------------|---------|-----------------------|-----------|---------------------|--------|
|                                                              |             | Actual    | Budget    | Actual               | Budget  | Actual                | Budget    | Actual              | Budget |
|                                                              | \$          | \$        | \$        | \$                   | \$      | \$                    | \$        | \$                  | \$     |
| <b>Law, order, public safety</b>                             |             |           |           |                      |         |                       |           |                     |        |
| Bortolo Fire Track Water Infrastructure                      | 40,021      | -         | -         | 1,344                | 4,747   | 39,330                | 35,275    | 653                 | 1,316  |
| <b>Community amenities</b>                                   |             |           |           |                      |         |                       |           |                     |        |
| Compactor Waste Trailers and Dolly [336]                     | 65,156      | -         | -         | 16,803               | 61,341  | 49,236                | 3,814     | 883                 | 1,371  |
| Waste Water Reuse [349]                                      | 78,609      | -         | -         | 6,405                | 23,062  | 73,291                | 55,548    | 1,086               | 2,558  |
| Halls Head Ablution Block [350]                              | 52,442      | -         | -         | 4,269                | 15,369  | 48,897                | 37,073    | 725                 | 1,707  |
| Halls Head Recycled Water 2019/20                            | 146,877     | -         | -         | 6,230                | 19,067  | 142,797               | 127,810   | 2,149               | 4,213  |
| Ablutions 2020/21                                            | -           | -         | -         | -                    | -       | -                     | -         | -                   | 0      |
| Ablutions 2021/22                                            | 228,857     | -         | -         | 8,111                | 22,015  | 221,425               | 206,842   | 678                 | 7,657  |
| <b>Recreation and culture</b>                                |             |           |           |                      |         |                       |           |                     |        |
| Rushton Park Redevelopment [318(ii)]                         | 54,125      | -         | -         | 23,839               | 57,475  | 30,965                | -         | 679                 | 735    |
| Meadow Springs Recreation Facility [318(iii)]                | 40,657      | -         | -         | 17,907               | 42,207  | 23,260                | -         | 510                 | 540    |
| Mandurah Football & Sporting Club [324]                      | -0          | -         | -         | -                    | 0       | -                     | -         | 0                   | 0      |
| Mandurah Rugby Club [325]                                    | -0          | -         | -         | -                    | 0       | -                     | -         | 0                   | 0      |
| Bowling Club Relocation [326]                                | 0           | -         | -         | -                    | 0       | -                     | -         | 0                   | 14     |
| Ablutions - Netball Centre [329(i)]                          | 0           | -         | -         | -                    | 0       | -                     | -         | 0                   | 4      |
| Parks Construction [329(v)]                                  | 0           | -         | -         | -                    | 0       | -                     | -         | 0                   | 4      |
| Halls Head Bowling Club upgrade [331]                        | 202,117     | -         | -         | 11,360               | 36,485  | 193,583               | 165,632   | 2,826               | 6,979  |
| Parks - Falcon Bay Reserve [333(i)]                          | -0          | -         | -         | -                    | 0       | -0                    | -         | 0                   | 0      |
| MARC Redevelopment [338]                                     | 264,969     | -         | -         | 42,825               | 163,742 | 225,965               | 101,227   | 3,820               | 7,558  |
| MARC Redevelopment Stage 1 [340]                             | 257,181     | -         | -         | 23,093               | 82,535  | 237,631               | 174,646   | 3,542               | 8,257  |
| MARC Redevelopment Stage 2 [341]                             | 596,973     | -         | -         | 58,572               | 214,597 | 546,588               | 382,376   | 8,187               | 19,691 |
| Eastern Foreshore Wall [344]                                 | 405,374     | -         | -         | 37,926               | 138,615 | 373,018               | 266,759   | 5,571               | 13,089 |
| MARC Stage 2 [345]                                           | 600,606     | -         | -         | 54,561               | 198,343 | 554,309               | 402,263   | 8,264               | 19,901 |
| Falcon Bay Seawall [351]                                     | 131,758     | -         | -         | 10,707               | 38,537  | 122,872               | 93,221    | 1,821               | 4,291  |
| MARC Solar Plan [353]                                        | 113,559     | -         | -         | 6,375                | 20,108  | 108,772               | 93,451    | 1,588               | 3,928  |
| Novara Foreshore Development [355]                           | 227,595     | -         | -         | 12,875               | 40,210  | 217,975               | 187,385   | 3,254               | 7,862  |
| Falcon Bay Foreshore Upgrades [356]                          | 227,059     | -         | -         | 12,843               | 40,218  | 217,391               | 186,841   | 3,174               | 7,854  |
| Mandjar Square Development [358]                             | 280,642     | -         | -         | 15,843               | 50,313  | 268,722               | 230,329   | 3,923               | 9,771  |
| Lakelands DOS [360]                                          | 1,387,697   | -         | -         | 84,114               | 286,902 | 1,322,939             | 1,100,796 | 19,355              | 49,554 |
| Mandjar Square Stage 3 and 4                                 | 328,443     | -         | -         | 15,652               | 92,047  | 317,587               | 236,396   | 4,796               | 17,633 |
| Falcon Seawall                                               | 620,830     | -         | -         | 29,772               | 45,597  | 600,120               | 575,233   | 9,063               | 9,243  |
| Novara Foreshore Stage 3                                     | 132,591     | -         | -         | 6,315                | 18,201  | 128,213               | 114,390   | 1,936               | 3,735  |
| Smart Street Mall Upgrade 2019/20                            | 350,153     | -         | -         | 15,281               | 48,014  | 336,164               | 302,139   | 1,293               | 10,174 |
| Falcon Bay Foreshore Stage 3 of 4                            | 219,015     | -         | -         | 9,329                | 28,600  | 210,430               | 190,414   | 744                 | 6,320  |
| Mandjar Square Final Stage                                   | 219,002     | -         | -         | 9,331                | 28,601  | 210,688               | 190,401   | 1,018               | 6,319  |
| Falcon Skate Park Upgrade                                    | 86,124      | -         | -         | 3,694                | 11,511  | 83,689                | 74,613    | 1,260               | 2,457  |
| Westbury Way North side POS Stage 3                          | 146,891     | -         | -         | 6,228                | 19,067  | 142,812               | 127,824   | 2,149               | 4,213  |
| Eastern/ Western Foreshore 2020/21                           | 912,751     | -         | -         | 34,851               | 106,458 | 879,939               | 806,292   | 2,039               | 24,486 |
| Smart Street Mall 2020/21                                    | 905,433     | -         | -         | 34,309               | 102,559 | 872,785               | 802,874   | 1,661               | 23,933 |
| Novara Foreshore Stage 4                                     | 84,550      | -         | -         | 3,152                | 9,290   | 82,639                | 75,260    | 1,241               | 2,182  |
| Bortolo Reserve - Shared Use Parking and Fire Track Facility | 248,388     | -         | -         | 9,410                | 27,894  | 239,614               | 220,494   | 636                 | 6,546  |
| Falcon Bay Upgrade - Stage 4 of 5                            | 231,480     | -         | -         | 8,719                | 26,026  | 223,423               | 205,454   | 661                 | 6,110  |
| Enclosed Dog Park                                            | 17,065      | -         | -         | 636                  | 1,876   | 16,680                | 15,189    | 251                 | 440    |
| South Harbour Paving Upgrade Stage 2                         | 42,286      | -         | -         | 1,577                | 4,645   | 41,331                | 37,642    | 621                 | 1,091  |
| Falcon Skate Park Upgrade 2020/21                            | 63,077      | -         | -         | 2,375                | 7,018   | 61,628                | 56,059    | 926                 | 1,646  |
| Eastern/ Western Foreshore 2021/22                           | 1,377,800   | -         | -         | 49,145               | 135,130 | 1,331,121             | 1,242,670 | 2,466               | 46,982 |
| Smart Street Mall 2021/22                                    | 568,125     | -         | -         | 20,242               | 55,516  | 549,054               | 512,608   | 1,172               | 19,309 |
| Enclosed Dog Park 2021/22                                    | 165,729     | -         | -         | 5,843                | 15,838  | 160,451               | 149,891   | 565                 | 5,508  |
| Novara Foreshore Stage 4 2021/22                             | 210,045     | -         | -         | 7,440                | 20,254  | 203,282               | 189,791   | 677                 | 7,044  |
| Falcon Bay Upgrade - Stage 4 of 5 2021/22                    | 66,188      | -         | -         | 2,324                | 6,291   | 64,180                | 59,897    | 316                 | 2,188  |
| Parks and Reserves Upgrades 2021/22                          | 446,783     | -         | -         | 15,896               | 43,590  | 431,760               | 403,193   | 873                 | 15,160 |
| Mandurah Library Re Roofing Project                          | 106,264     | -         | -         | 3,736                | 9,779   | 102,887               | 96,485    | 359                 | 3,870  |
| Falcon Reserve Activation Plan Stage 3                       | 400,211     | -         | -         | 13,434               | 47,465  | 387,566               | 352,745   | 790                 | 12,757 |
| Pleasant Grove Foreshore                                     | 59,031      | -         | -         | 1,983                | 7,001   | 57,235                | 52,030    | 187                 | 1,807  |
| Kangaroo Paw Park                                            | 307,570     | -         | -         | 10,323               | 36,478  | 297,921               | 271,092   | 674                 | 9,570  |
| Falcon Bay Stage 5 of 5                                      | 145,076     | -         | -         | 4,869                | 17,206  | 140,558               | 127,870   | 350                 | 4,661  |
| 2022/23 South Harbour Upgrades                               | 102,054     | -         | -         | 3,426                | 12,104  | 98,897                | 89,950    | 269                 | 3,381  |
| Upgrade of Playing Surface Peelwood Parade                   | -           | -         | -         | -                    | -       | -                     | -         | -                   | 0      |
| Bruce Cresswell Reserve                                      | 196,103     | -         | -         | 6,582                | 23,258  | 189,928               | 172,845   | 407                 | 6,399  |
| Seascapes Boardwalk                                          | 200,105     | -         | -         | 6,717                | 23,733  | 193,861               | 176,373   | 472                 | 5,918  |
| Mandurah Community Museum Roof and Gutters                   | 130,068     | -         | -         | 4,368                | 15,426  | 125,961               | 114,642   | 260                 | 4,014  |
| Stage 2 of Upgrades to Peelwood Reserve                      | -           | -         | -         | -                    | -       | -                     | -         | -                   | 0      |
| Smart Street Mall Upgrade                                    | 58,748      | -         | -         | 1,974                | 6,968   | 56,957                | 51,780    | 183                 | 1,707  |
| Eastern Foreshore South Precinct                             | -           | -         | -         | -                    | -       | -                     | -         | -                   | 0      |
| Western Foreshore Recreation Precinct                        | -           | -         | -         | -                    | -       | -                     | -         | -                   | 0      |
| 2022/23 Parks and Reserves Upgrades                          | 390,205     | -         | -         | 13,098               | 46,279  | 377,889               | 343,927   | 782                 | 13,025 |
| 2023/24 Parks & Reserves Upgrades                            |             |           | 600,000   | -                    | -       | -                     | 600,000   |                     | 1,750  |
| BR Rushton Park North Pavillion Roof                         |             |           | 250,000   | -                    | -       | -                     | 250,000   |                     | 729    |
| Coodanup Foreshore                                           |             |           | 1,200,000 | -                    | -       | -                     | 1,200,000 |                     | 3,500  |
| Cinema HVAC Replacement                                      |             |           | 100,000   | -                    | -       | -                     | 100,000   |                     | 292    |
| Smart Street Mall                                            |             |           | 400,000   | -                    | -       | -                     | 400,000   |                     | 1,167  |
| <b>Transport</b>                                             |             |           |           |                      |         |                       |           |                     |        |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**FINANCING ACTIVITIES  
NOTE 7  
BORROWINGS**

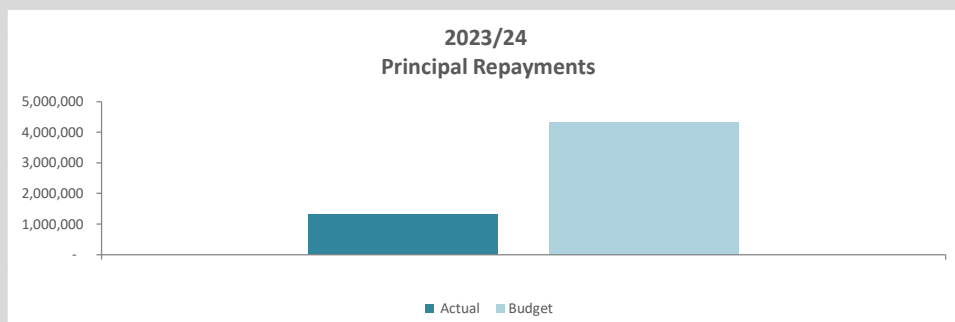
**Repayments - Borrowings**

| Information on Borrowings<br>Particulars    | 1 July 2023       | New Loans |                  | Principal Repayments |                  | Principal Outstanding |                   | Interest Repayments |                |
|---------------------------------------------|-------------------|-----------|------------------|----------------------|------------------|-----------------------|-------------------|---------------------|----------------|
|                                             |                   | Actual    | Budget           | Actual               | Budget           | Actual                | Budget            | Actual              | Budget         |
| Drainage [318(iv)]                          | 13,468            | -         | -                | 5,932                | 15,268           | 7,705                 | -                 | 169                 | 195            |
| Road Construction [318(v)]                  | 135,186           | -         | -                | 59,540               | 136,904          | 77,340                | -                 | 1,695               | 1,752          |
| Road Construction [333(ii)]                 | -0                | -         | -                | -                    | 0                | -0                    | -                 | 0                   | -              |
| New Pedestrian Bridge Construction [335]    | 125,775           | -         | -                | 32,824               | 123,259          | 94,651                | 2,516             | 1,701               | 2,545          |
| New Road Construction [339]                 | 204,350           | -         | -                | 30,504               | 116,617          | 176,809               | 87,732            | 2,963               | 5,615          |
| New Road Construction [342]                 | 320,256           | -         | -                | 29,472               | 106,764          | 295,189               | 213,492           | 4,405               | 10,380         |
| WMC Tims Thicket [343]                      | 52,113            | -         | -                | 4,661                | 15,895           | 48,170                | 36,219            | 718                 | 1,685          |
| Road Construction [346]                     | 206,862           | -         | -                | 16,863               | 60,718           | 192,857               | 146,144           | 2,858               | 6,734          |
| MARC Carpark [347]                          | 157,187           | -         | -                | 12,810               | 46,123           | 146,549               | 111,064           | 2,172               | 5,117          |
| MPAC Forecourt [348]                        | 65,532            | -         | -                | 5,337                | 19,215           | 61,100                | 46,317            | 905                 | 2,133          |
| Mandurah Marina [352]                       | 113,552           | -         | -                | 6,377                | 20,109           | 108,762               | 93,443            | 1,588               | 3,927          |
| MARC Carpark [354]                          | 170,326           | -         | -                | 9,566                | 30,157           | 163,142               | 140,170           | 2,381               | 5,891          |
| Mandurah Foreshore Boardwalk Renewal [357]  | 254,393           | -         | -                | 14,366               | 45,269           | 243,584               | 209,125           | 3,557               | 8,803          |
| New Road Construction [359]                 | 723,964           | -         | -                | 42,507               | 145,037          | 691,563               | 578,927           | 10,106              | 24,991         |
| Smoke Bush Retreat Footpath [361]           | 56,775            | -         | -                | 3,187                | 10,061           | 54,382                | 46,714            | 794                 | 1,963          |
| New Boardwalks 18/19                        | 330,762           | -         | -                | 15,749               | 45,513           | 319,842               | 285,249           | 4,829               | 9,327          |
| Coodanup Drive - Road Rehabilitation        | 66,321            | -         | -                | 3,155                | 9,100            | 64,135                | 57,221            | 968                 | 1,868          |
| Pinjarra Road Carpark                       | 132,591           | -         | -                | 6,315                | 18,201           | 128,213               | 114,390           | 1,936               | 3,735          |
| New Road Construction 2018/19               | 1,026,254         | -         | -                | 49,210               | 151,770          | 992,025               | 874,483           | 14,981              | 29,190         |
| New Road Construction 2019/20               | 604,125           | -         | -                | 27,336               | 87,048           | 578,235               | 517,077           | 1,446               | 17,688         |
| South Harbour Upgrade 2019/20               | 169,324           | -         | -                | 7,166                | 21,927           | 164,635               | 147,397           | 2,478               | 4,845          |
| New Roads 2020/21                           | 481,957           | -         | -                | 18,403               | 61,915           | 464,471               | 420,042           | 916                 | 12,689         |
| Carryover Roads 2020/21                     | 457,080           | -         | -                | 16,214               | 44,030           | 441,907               | 413,050           | 1,041               | 15,314         |
| Roads 2021/22                               | 229,614           | -         | -                | 8,126                | 22,015           | 222,179               | 207,599           | 691                 | 7,657          |
| SP Halls Head PSP                           | 200,105           | -         | -                | 6,717                | 23,733           | 193,861               | 176,373           | 472                 | 5,762          |
| Carparks 2021/22                            | 152,434           | -         | -                | 5,378                | 14,586           | 147,557               | 137,848           | 501                 | 5,073          |
| RC Peel Street                              | 111,058           | -         | -                | 3,729                | 13,172           | 107,590               | 97,887            | 261                 | 3,370          |
| Cambria Island Abutment Wall                | 54,949            | -         | -                | 1,917                | 5,194            | 53,165                | 49,756            | 133                 | 1,806          |
| Senior Citizens Carpark                     | 12,006            | -         | -                | 405                  | 1,424            | 11,797                | 10,582            | 196                 | 352            |
| Torcello Mews Canal PAW Renewal             | 100,053           | -         | -                | 3,360                | 11,866           | 96,929                | 88,186            | 236                 | 2,855          |
| MARC Carpark Additional and overflow        | -                 | -         | -                | -                    | -                | -                     | 0                 | 0                   | 0              |
| Halls Head Parade Car Park Stage 2a         | 50,026            | -         | -                | 1,680                | 5,933            | 49,162                | 44,093            | 816                 | 1,582          |
| RC Pinjarra Road Stage 4                    | 500,263           | -         | -                | 16,791               | 59,332           | 484,343               | 440,932           | 871                 | 14,924         |
| Cambria Island Abutment Walls Repair        | 268,538           | -         | -                | 9,015                | 31,849           | 260,026               | 236,690           | 503                 | 8,695          |
| RC Pinjarra Road Stage 3                    | 500,263           | -         | -                | 16,791               | 59,332           | 484,343               | 440,932           | 871                 | 15,053         |
| Halls Head Pde Beach Central CP Stage 2     | 97,261            | -         | -                | 3,267                | 11,535           | 94,340                | 85,726            | 346                 | 3,051          |
| Cambria Island Abutment Walls Repair        | -                 | 0         | -                | -                    | -                | -                     | -                 | 0                   | 0              |
| 2023/24 Road Upgrades                       | -                 | -         | 950,000          | -                    | -                | -                     | 950,000           | -                   | 2,771          |
| 2023/24 Road Reseal                         | -                 | -         | 1,600,000        | -                    | -                | -                     | 1,600,000         | -                   | 4,667          |
| 2022/23 Capital Carryovers                  | -                 | -         | 2,342,854        | -                    | -                | -                     | 2,342,854         | -                   | 0              |
| <b>Economic services</b>                    |                   |           |                  |                      | -                |                       |                   | 0                   |                |
| Mandurah Ocean Marina Chalets Refurbishment | 137,711           | -         | -                | 4,867                | 12,755           | 133,257               | 124,955           | 413                 | 5,048          |
| <b>Other property and services</b>          |                   |           |                  |                      |                  |                       |                   |                     |                |
| IT Communications Equipment [318(i)]        | 10,673            | -         | -                | 4,701                | 11,937           | 6,106                 | -                 | 134                 | 153            |
| Civic Building - Tuckey Room Extension      | 330,343           | -         | -                | 15,730               | 45,537           | 319,436               | 284,806           | 4,823               | 9,303          |
| <b>Total</b>                                | <b>23,563,914</b> | <b>0</b>  | <b>7,442,854</b> | <b>1,337,998</b>     | <b>4,316,708</b> | <b>22,415,571</b>     | <b>26,699,742</b> | <b>189,656</b>      | <b>744,627</b> |
| Current borrowings                          | 4,316,708         |           | 7,442,854        | 1,337,998            | 4,316,708        | 3,777,517             | 4,316,708         | 189,656             | 744,627        |
| Non-current borrowings                      | 19,247,206        |           |                  |                      |                  | 18,638,054            | 22,383,034        |                     |                |
|                                             | 23,563,914        |           |                  |                      |                  | 22,415,571            | 26,699,742        |                     |                |

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.



|                             |
|-----------------------------|
| <b>Principal Repayments</b> |
| <b>\$1,337,998</b>          |
| <b>Interest Expense</b>     |
| <b>\$189,656</b>            |
| <b>Loans Due</b>            |
| <b>\$22.42 M</b>            |



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

OPERATING ACTIVITIES  
NOTE 8  
CASH RESERVES

Cash Backed Reserve

| Reserve Name                                 | Opening Balance | Budget Interest Earned | Actual Interest Earned | Budget Transfers In (+) | Actual Transfers In (+) | Budget Transfers Out (-) | Actual Transfers Out (-) | Budget Closing Balance | Actual YTD Closing Balance |
|----------------------------------------------|-----------------|------------------------|------------------------|-------------------------|-------------------------|--------------------------|--------------------------|------------------------|----------------------------|
|                                              | \$              | \$                     | \$                     | \$                      | \$                      | \$                       | \$                       | \$                     | \$                         |
| Building                                     | 1,448,838       | 30,556                 | 0                      | 70,357                  | 0                       | 0                        | 0                        | 1,549,751              | 1,448,838                  |
| Parking                                      | 491,695         | 11,625                 | 0                      | 0                       | 0                       | 0                        | 0                        | 503,320                | 491,695                    |
| Asset Management                             | 21,080,104      | 238,627                | 0                      | 4,847,016               | 0                       | (13,590,685)             | 0                        | 12,575,062             | 21,080,104                 |
| Cultural Centre                              | 189,763         | 0                      | 0                      | 0                       | 0                       | 0                        | 0                        | 189,763                | 189,763                    |
| Sustainability                               | 509,862         | 9,748                  | 0                      | 0                       | 0                       | (100,000)                | 0                        | 419,610                | 509,862                    |
| Waste Facilities Reserve Fund                | 8,221,489       | 119,830                | 0                      | 184,460                 | 0                       | (11,323)                 | 0                        | 8,514,456              | 8,221,489                  |
| Interest Free Loans                          | 191,704         | 0                      | 0                      | 0                       | 0                       | 0                        | 0                        | 191,704                | 191,704                    |
| CLAG                                         | 20,690          | 284                    | 0                      | 0                       | 0                       | 0                        | 0                        | 20,974                 | 20,690                     |
| Mandurah Ocean Marina                        | 181,789         | 4,298                  | 0                      | 0                       | 0                       | 0                        | 0                        | 186,087                | 181,789                    |
| Waterways                                    | 1,055,377       | 18,054                 | 0                      | 0                       | 0                       | 0                        | 0                        | 1,073,431              | 1,055,377                  |
| Port Mandurah Canals Stage 2 Maintenance     | 95,096          | 2,248                  | 0                      | 0                       | 0                       | 0                        | 0                        | 97,344                 | 95,096                     |
| Mariners Cove Canals                         | 86,645          | 2,048                  | 0                      | 0                       | 0                       | 0                        | 0                        | 88,693                 | 86,645                     |
| Port Bouvard Canal Maintenance Contributions | 272,719         | 6,448                  | 0                      | 0                       | 0                       | 0                        | 0                        | 279,167                | 272,719                    |
| Unspent Grants & Contributions               | 10,621,307      | 0                      | 0                      | 0                       | 0                       | (1,282,917)              | 0                        | 9,338,390              | 10,621,307                 |
| Long Service Leave                           | 3,261,428       | 0                      | 0                      | 0                       | 0                       | (964,133)                | 0                        | 2,297,295              | 3,261,428                  |
| Bushland and Environmental Protection        | 1,539,761       | 36,332                 | 0                      | 200,000                 | 0                       | 0                        | 0                        | 1,776,093              | 1,539,761                  |
| Coastal Storm Contingency                    | 264,001         | 6,241                  | 0                      | 0                       | 0                       | 0                        | 0                        | 270,242                | 264,001                    |
| Digital Futures                              | 58,078          | 1,377                  | 0                      | 0                       | 0                       | 0                        | 0                        | 59,455                 | 58,078                     |
| Decked Carparking                            | 1,030,111       | 24,354                 | 0                      | 0                       | 0                       | 0                        | 0                        | 1,054,465              | 1,030,111                  |
| Specified Area Rates - Waterside Canals      | 116,808         | 2,662                  | 0                      | 0                       | 0                       | (6,738)                  | 0                        | 112,732                | 116,808                    |
| Specified Area Rates - Port Mandurah Canals  | 287,011         | 6,622                  | 0                      | 65,040                  | 0                       | 0                        | 0                        | 358,673                | 287,011                    |
| Specified Area Rates - Mandurah Quay Canals  | 239,190         | 5,581                  | 0                      | 26,861                  | 0                       | 0                        | 0                        | 271,632                | 239,190                    |
| Specified Area Rates - Mandurah Ocean Marina | 774,206         | 17,181                 | 0                      | 149,147                 | 0                       | 0                        | 0                        | 940,534                | 774,206                    |
| Specified Area Rate - Port Bouvard Canals    | 152,725         | 3,363                  | 0                      | 518                     | 0                       | 0                        | 0                        | 156,606                | 152,725                    |
| Specified Area Rate - Mariners Cove          | 4,783           | 121                    | 0                      | 811                     | 0                       | 0                        | 0                        | 5,715                  | 4,783                      |
| Specified Area Rate - Eastport               | 52,585          | 1,056                  | 0                      | 853                     | 0                       | 0                        | 0                        | 54,494                 | 52,585                     |
| Sportclubs Maintenance Levy                  | 304,673         | 6,129                  | 0                      | 12,000                  | 0                       | 0                        | 0                        | 322,802                | 304,673                    |
| City Centre Land Acquisition Reserve         | 1,052,919       | 22,021                 | 0                      | 0                       | 0                       | 0                        | 0                        | 1,074,940              | 1,052,919                  |
| Lakelands Community Infrastructure Reserve   | 1,125,604       | 26,611                 | 0                      | 0                       | 0                       | 0                        | 0                        | 1,152,215              | 1,125,604                  |
| Plant Reserve                                | 3,011,375       | 13,608                 | 0                      | 0                       | 0                       | 0                        | 0                        | 3,024,983              | 3,011,375                  |
| Workers Compensation Reserve                 | 554,251         | 13,083                 | 0                      | 0                       | 0                       | 0                        | 0                        | 567,334                | 554,251                    |
| Restricted Cash Reserve                      | 2,848,106       | 19,890                 | 0                      | 0                       | 0                       | (1,095,943)              | 0                        | 1,772,053              | 2,848,106                  |
| Transform Mandurah Funding Program Reserve   | 852,513         | 0                      | 0                      | 0                       | 0                       | 0                        | 0                        | 852,513                | 852,513                    |
| Community Safety                             | 510,653         | 0                      | 0                      | 0                       | 0                       | 0                        | 0                        | 510,653                | 510,653                    |
| Public Art Reserve                           | 311,498         | 0                      | 0                      | 0                       | 0                       | 0                        | 0                        | 311,498                | 311,498                    |
|                                              | 62,819,360      | 649,998                | 0                      | 5,557,063               | 0                       | (17,051,739)             | 0                        | 51,974,682             | 62,819,360                 |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**NOTE 11  
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<br>Adjustment | Increase in<br>Available Cash | Decrease in<br>Available Cash | Amended<br>Budget Running<br>Balance |
|------------------------|-----------------------------------------------|--------------------|--------------------------------|------------------------|-------------------------------|-------------------------------|--------------------------------------|
|                        |                                               |                    |                                | \$                     | \$                            | \$                            | \$                                   |
|                        | Budget Adoption                               |                    | Opening Surplus/(Deficit)      |                        |                               |                               | (490,468)                            |
| 501129-6250-1045-61129 | Trails Project                                | July FR G.4/8/23   | Capital Expenses               |                        |                               | (23,387)                      | (513,855)                            |
|                        | Trails Project                                | July FR G.4/8/23   | Other: Transfer Out of Reserve |                        | 23,387                        |                               | (490,468)                            |
| 501187-6250-1045-61129 | 23-24 Dawesville Channel SE Foreshore Upgrade | July FR G.4/8/23   | Capital Expenses               |                        | 10,000                        |                               | (480,468)                            |
|                        | 23-24 Dawesville Channel SE Foreshore Upgrade | July FR G.4/8/23   | Other: Transfer Out of Reserve |                        |                               | (10,000)                      | (490,468)                            |
| 12000-5820-215061129   | Chalets Maintenance - Chalets                 | July FR G.4/8/23   | Operating Expenses             |                        | 17,640                        |                               | (472,828)                            |
| New-6600-1045-61129    | Replacement of Shade Sail - Marina Chalets    | July FR G.4/8/23   | Capital Expenses               |                        |                               | (17,640)                      | (490,468)                            |
| 700608-6600-1045-xxxxx | 23-24 SF Keith Holmes Reserve                 | August FR G.7/9/23 | Capital Expenses               |                        |                               | (11,567)                      | (502,035)                            |
| 700607-6600-1045-xxxxx | 23-24 SF Floribunda Park                      | August FR G.7/9/23 | Capital Expenses               |                        | 11,567                        |                               | (490,468)                            |
| 750758-6100-1045-61129 | PBSRC Small Grant - CSRFF                     | August FR G.7/9/23 | Capital Expenses               |                        |                               | (5,000)                       | (495,468)                            |
| 930044-6500-1045-61129 | 23-24 CSRFF Program - Small Grants            | August FR G.7/9/23 | Capital Expenses               |                        | 5,000                         |                               | (490,468)                            |
| New-6600-1045-61129    | Milgar Reserve BMX Starting Gate              | August FR G.7/9/23 | Capital Expenses               |                        |                               | (114,000)                     | (604,468)                            |
| 930044-6500-1045-61129 | 23-24 CSRFF Program - Small Grants            | August FR G.7/9/23 | Capital Expenses               |                        | 38,000                        |                               | (566,468)                            |
| 700612-6600-1045-xxxxx | 23-24 FR Island Point                         | August FR G.7/9/23 | Capital Expenses               |                        | 38,000                        |                               | (528,468)                            |
| New-6600-1045-61129    | Contribution from Mandurah BMX Club           | August FR G.7/9/23 | Capital Revenue                |                        | 38,000                        |                               | (490,468)                            |
| New-6600-1045-61129    | Thompson Street Netball Court Resurface       | August FR G.7/9/23 | Capital Expenses               |                        |                               | (120,000)                     | (610,468)                            |
|                        | Asset Management Reserve                      | August FR G.7/9/23 | Other: Transfer Out of Reserve |                        | 120,000                       |                               | (490,468)                            |
|                        | Capital Works 22/23 Carryovers Reconciliation | August FR G.7/9/23 | Capital Expenses               |                        |                               | (2,125,728)                   | (2,616,196)                          |
|                        | Capital Works 22/23 Carryovers Reconciliation | August FR G.7/9/23 | Capital Revenue                |                        |                               | (49,429)                      | (2,665,625)                          |
|                        | Capital Works 22/23 Carryovers Reconciliation | August FR G.7/9/23 | Other: Unutilised Loans        |                        | 221,719                       |                               | (2,443,906)                          |
|                        | Capital Works 22/23 Carryovers Reconciliation | August FR G.7/9/23 | Other: Transfer Out of Reserve |                        | 1,953,438                     |                               | (490,468)                            |
|                        |                                               |                    |                                | <b>0</b>               | <b>2,476,751</b>              | <b>(2,476,751)</b>            | <b>(490,468)</b>                     |



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
FOR THE PERIOD ENDED 30 SEPTEMBER 2023

NOTE 12  
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

|                        |             |                                                           |                                |            | Non Cash       | Increase in    | Decrease in    | Amended   |
|------------------------|-------------|-----------------------------------------------------------|--------------------------------|------------|----------------|----------------|----------------|-----------|
| GL Code                | Description | Council Resolution                                        | Classification                 | Adjustment | Available Cash | Available Cash | Budget Running |           |
|                        |             |                                                           |                                |            | \$             | \$             | \$             | Balance   |
| 501181-6250-1045-41403 |             |                                                           | Opening Surplus/(Deficit)      |            |                |                |                | (490,468) |
|                        |             | Adopted Budget 23/24 Asset Management Reserve             | Other: Transfer Out of Reserve |            | 50,000         |                |                | (440,468) |
|                        |             | Adopted Budget 23/24 Asset Management Reserve             | Other: Transfer into Reserve   |            |                | (2,763)        |                | (443,231) |
|                        |             | TM Estuary Road Delineation                               | Capital Revenue                |            | 2,763          |                |                | (440,468) |
|                        |             | Adopted Budget 23/24 Asset Management Reserve             | Other: Transfer into Reserve   |            |                | (412,015)      |                | (852,483) |
|                        |             | Adopted Budget 23/24 Culture Reserve                      | Other: Transfer Out of Reserve |            | 213,495        |                |                | (638,988) |
|                        |             | Adopted Budget 23/24 Building Reserve                     | Other: Transfer Out of Reserve |            | 24,260         |                |                | (614,728) |
|                        |             | Adopted Budget 23/24 Sustainability Reserve               | Other: Transfer Out of Reserve |            | 74,260         |                |                | (540,468) |
|                        |             | Adopted Budget 23/24 City Centre Land Acquisition Reserve | Other: Transfer Out of Reserve |            | 100,000        |                |                | (440,468) |
|                        |             | Capital Works 22/23 Carryovers Reconciliation             | Other: Unutilised Loans        |            |                | (2,377)        |                | (442,845) |
| 400016-6100-1263-41452 |             | Capital Works 22/23 Carryovers Reconciliation             | Other: Transfer Out of Reserve |            | 2,377          |                |                | (440,468) |
|                        |             | MMFC Upgrade Rushton North Pav (CSRFF) - Buildings        | Capital Revenue                |            | 125,000        |                |                | (315,468) |
|                        |             | Building Reserve                                          | Other: Transfer Into Reserve   |            |                | (125,000)      |                | (440,468) |
|                        |             |                                                           |                                |            | 0              | 592,155        | (542,155)      |           |

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY**  
**FOR THE PERIOD ENDED 30 SEPTEMBER 2023**

**NOTE 13**  
**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 2023-24 year is 10.00%

| Reporting Program                                 | Var. \$     | Var. %    | Timing/ Permanent | Explanation of Variance                                                                                                           |
|---------------------------------------------------|-------------|-----------|-------------------|-----------------------------------------------------------------------------------------------------------------------------------|
|                                                   | \$          | %         |                   |                                                                                                                                   |
| <b>Revenue from operating activities</b>          |             |           |                   |                                                                                                                                   |
| Operating grants, subsidies and contributions     | (1,884,342) | (81.12%)  | ▼ Timing          | Variance primarily due to budgeted grants/contributions not yet received. Will be monitored throughout the remainder of the year. |
| Interest earnings                                 | 263,151     | 28.14%    | ▲ Permanent       | Favourable variance primarily due to consistent increase in interest rates.                                                       |
| Other revenue                                     | 30,193      | 181.25%   | ▲ Timing          | Variance primarily due to unbudgeted reimbursements received.                                                                     |
| Profit on disposal of assets                      | 16,650      | 100.00%   | ▲ Timing          | Favourable non-cash variance due to asset disposals. Refer to note 4 for the asset disposals.                                     |
| <b>Expenditure from operating activities</b>      |             |           |                   |                                                                                                                                   |
| Employee costs                                    | 2,464,772   | 18.03%    | ▲ Timing          | Variance due to vacant positions not yet filled, to be monitored as the year progresses.                                          |
| Materials and contracts                           | 2,377,749   | 16.30%    | ▲ Timing          | Variance in expenditure due to timing of projects                                                                                 |
| Utility charges                                   | 670,426     | 57.95%    | ▲ Timing          | Variance due to utility invoices not yet received, mainly for Street Lighting Maintenance, to be monitored as year progresses.    |
| Interest expenses                                 | 114,791     | 40.79%    | ▲ Timing          | Favourable variance an indication of interest savings due to loan offset facility.                                                |
| Insurance expenses                                | 57,806      | 14.76%    | ▲ Permanent       | Budgeted amount higher than actual insurance expenses, to be reviewed at the budget review process.                               |
| <b>Investing Activities</b>                       |             |           |                   |                                                                                                                                   |
| Non-operating Grants, Subsidies and Contributions | (2,206,852) | (58.16%)  | ▼ Timing          | Capital grants are recognised in line with capital expenditure.                                                                   |
| Proceeds from Disposal of Assets                  | (569,211)   | (90.03%)  | ▼ Timing          | Will be monitored throughout the year. Refer to note 4.                                                                           |
| Capital Acquisitions                              | 5,503,160   | 50.86%    | ▲ Timing          | Refer to note 6.                                                                                                                  |
| <b>Financing Activities</b>                       |             |           |                   |                                                                                                                                   |
| Payment of lease liability                        | 88,114      | 68.71%    | ▲ Timing          | Varying repayment terms on lease agreements. Will be monitored throughout the remainder of the year.                              |
| Proceeds from new interest earning liability      | (161,250)   | (100.00%) | ▼ Timing          | Proceeds received from leasing company as dependent on timing of new lease take ups.                                              |
| Principal elements of interest earning liability  | (33,088)    | (24.02%)  | ▼ Timing          | Timing of take up of new liability agreements with leasing company.                                                               |

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|          |                      |                                           |
|----------|----------------------|-------------------------------------------|
| <b>2</b> | <b>SUBJECT:</b>      | 2022/23 Mosquito Management Annual Report |
|          | <b>DIRECTOR:</b>     | Business Services                         |
|          | <b>MEETING:</b>      | Council Meeting                           |
|          | <b>MEETING DATE:</b> | 31 October 2023                           |

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## Summary

This annual report provides an overview of mosquito management activities undertaken during the 2022/23 season by the City, in partnership with the Peel Mosquito Management Group (PMMG) and the WA Department of Health (DoH).

Season 2022/23 was very challenging and replicated events in season 2021/22, with the continuation of environmental conditions influenced by a third successive La Niña weather event. Tidal inundation to estuarine wetland breeding grounds was again frequent and provided saltmarsh mosquitoes with the ideal environmental conditions to maintain intense breeding cycles across the entire season.

Despite these challenges, the City and PMMG worked hard to minimise saltmarsh mosquito populations and the ongoing risk to the community from mosquito borne disease in the form of Ross River virus (RRV) and Barmah Forrest virus (BFV). This required intensive field surveillance and well executed aerial larvicide treatments.

Twenty-two (22) aerial larviciding treatments were undertaken between 1 July 2022 and 30 June 2023 with a total area of 5,362.4 hectares being treated across the Peel region.

During season 2022/23, twenty-seven (27) human cases of RRV were reported for Mandurah, compared to the forty-two (42) reported during season 2021/22. RRV case numbers remained well below the monthly five-year moving average. A total of eight (8) human cases of BFV were reported as opposed to none (0) in 2021/22. The incidence of RRV and BFV in any given year is driven by a range of complex factors including environmental conditions, virus transmission cycles and the abundance of adult mosquitoes.

## Disclosure of Interest

Nil

## Previous Relevant Documentation

- G.4/10/22 25 October 2022 Mosquito Management Annual Report 2021/22
- G.12/11/21 23 November 2021 Mosquito Management Annual Report 2020/21
- G.32/9/11 27 September 2011 Mosquito Management Annual Report 2010/11 Peer Review

## Background

Members of the PMMG include the WA Department of Health, City of Mandurah, Shire of Murray, City of Rockingham, and Shire of Waroona. This long running partnership has been delivering successful mosquito management across the Peel Region in excess of 30 years.

The purpose of this report is to provide a review of the events and outcomes in relation to the environmental drivers of mosquito breeding cycles, mosquito management operations and the prevalence of mosquito-borne disease that occurred during the 2022/23 season. The report also includes information on adult mosquito abundance, community education initiatives and the financial activities of the PMMG during the season.

Saltmarsh mosquitoes present a public health risk and nuisance factor to residents and visitors across the Peel region. There is extensive breeding habitat (estimated to be up to 600Ha) in fringing wetlands of the Peel Harvey Estuary and its tributaries. Most of the City's residential suburbs and recreational facilities are within the established flight range of saltmarsh mosquitoes.

Mosquito management in the Peel Region is primarily undertaken through aerial larviciding treatments via the DoH contracted helicopter provider. This service and method of treatment is essential given the regional disease risk, extensive breeding habitat and prolific mosquito breeding cycles.

Helicopter application of larvicides specifically targets mosquito larval as they develop in the water. This technique successfully reduces 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 success of any given larvicide treatment can be influenced by a range of environmental factors such as wind, tidal movements, larval development time frames, and vegetation canopy.

## **Comment**

### Climate Influences

Climate drivers play an important role in influencing our regional and local environmental conditions, the intensity and duration of each season and the need for mosquito reduction treatments.

The El Niño Southern Oscillation (ENSO) is the swing between the El Niño phase, the La Niña phase and the Neutral phase with each phase having a very different effect on the Australian climate. In the past, El Niño phases have been associated with seasons of lower mosquito abundance, Neutral phases generally provide moderate seasons whereas La Niña phases bring the most challenging conditions for mosquito management in the Peel Region.

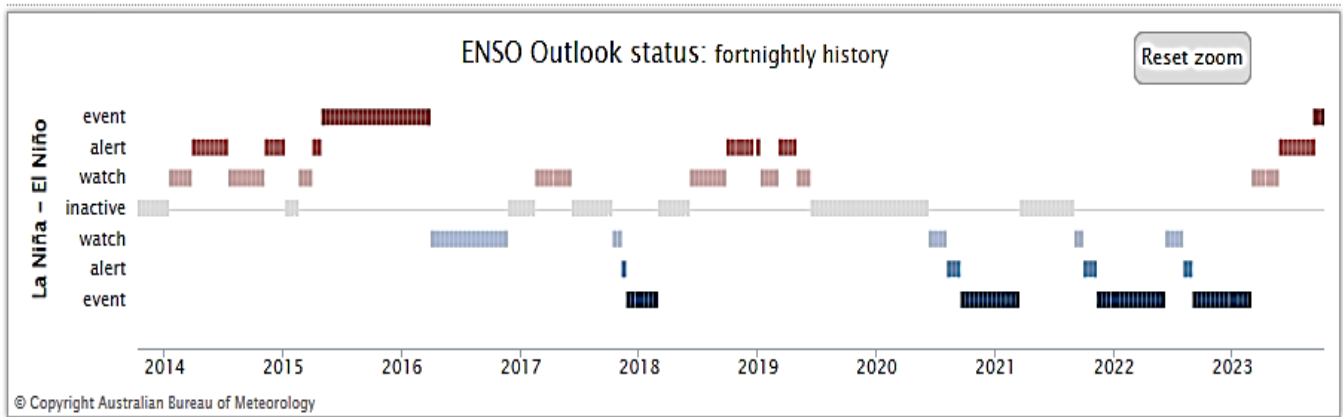
For a third consecutive year, La Niña continued to influence the Australian climate and local weather patterns. As was the case in season 2021/22 local impacts came in the form of low-pressure systems and west coast trough's affecting mean sea levels and local tide patterns. By early 2023 the La Niña had weakened and was finally declared over in March 2023 with the ENSO shifting to a neutral phase.

This was only the third triple La Niña event since 1900 with past events occurring in 1998 to 2000 and from 1973 to 1975. Based on the historical records of these events we can expect the next La Niña to present again anywhere between three to seven years.

Along with ENSO phases, other climate drivers such as the Indian Ocean Dipole (IOD), Southern Annular Mode (SAM) and Madden–Julian Oscillation (MJO) also influence our climate.

**Figure 1.** below, provides a timeline of past ENSO phases and their duration.

### Fortnightly ENSO Outlook values



**Figure 1 – ENSO timeline 2014 – 2023**  
(Source: Australian Bureau of Meteorology)

### Regional and Local Weather

Regional and local environmental conditions also play an important role in the ability for saltmarsh mosquitoes to sustain their breeding cycles in the Peel Region. Weather systems 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.

No significant weather events such as tropical cyclones impacted the Peel region during the 2022/23 season.

Air and water temperatures also play a critical role by influencing the speed of larvae development with warmer water temperatures promoting larval development cycle in as little as four (4) days. The monitoring of larval development is critical to ensure the successful timing of aerial treatments.

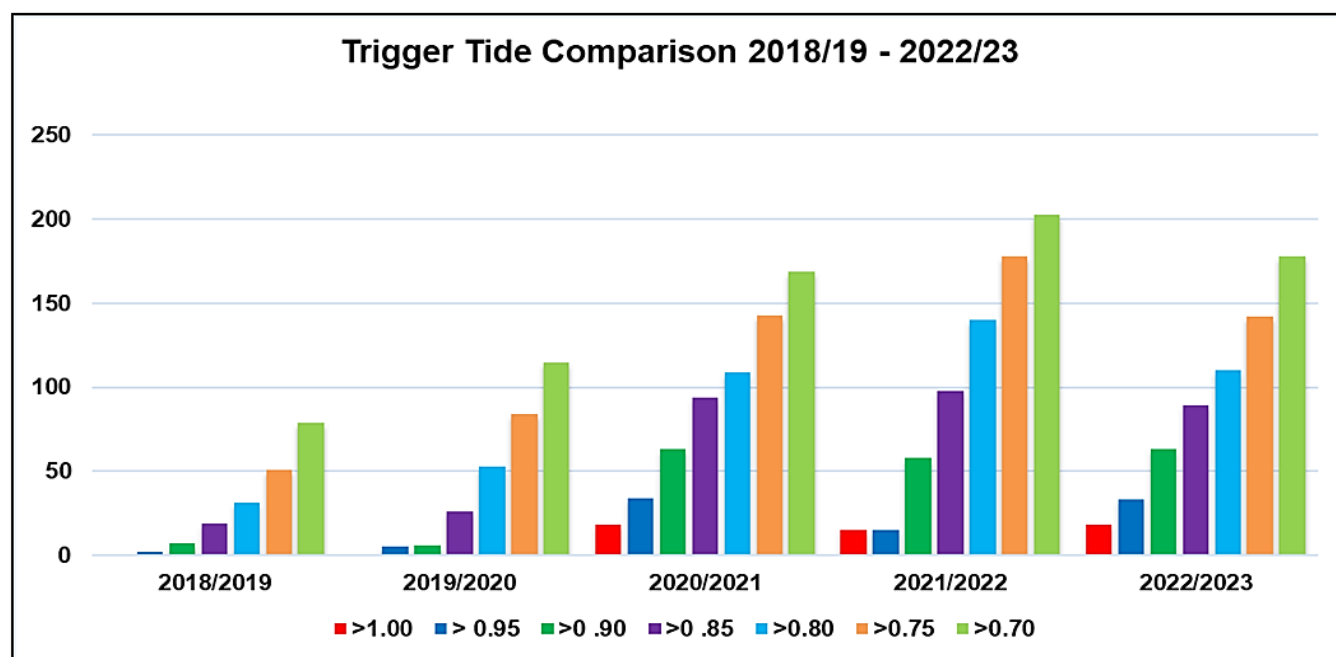
### Water Level Observations

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

Whilst forecast variations in tidal levels within the Peel-Harvey system are often less than 30cm, actual water levels fluctuate greatly from tide predictions. 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 crossing the southern west coast or low-pressure systems and surface troughs that extend down from northern Australia and establish over the west coast which result in changes in mean sea levels.

Storm surges can inundate vast areas of breeding habitat and trigger the hatching of mosquito larvae in their billions. Hatching may occur as a single event or repeatedly over a number of days. The eggs of saltmarsh mosquitoes can remain in a dormant state over weeks, months and even years. This results in the build-up of egg bank loading over long periods and allows breeding cycles to be sustained. As experienced in the previous seasons influenced by La Niña, tidal inundation during season 2022/23 was persistent. There were very few periods when the wetland breeding sites dried out, as can occur in less intense breeding seasons. This drying of sites provides a natural disruption to mosquito breeding cycles.

**Figure 2.** below provides an account of tide height frequency over the last five seasons. The similarity of tidal activity across the last three seasons influenced by La Niña can be seen.



**Figure 2 – Comparison of peak tide heights recorded between 2018/19 – 2022/23**

Source: Department of Transport's Mandurah Ocean Marina tide gauge data.

### Aerial Larviciding

The aerial application of larvicides is the primary technique that the program employs to allow targeted, effective, and reliable reduction of saltmarsh mosquito populations on a broad scale. This technique is the most efficient method available and allows the rapid application of different larvicide formulations. Aerial application also allows the larvicides to be applied to the region's saltmarsh mosquito breeding habitats in a manner that provides minimal environmental impact in comparison to on ground methods.

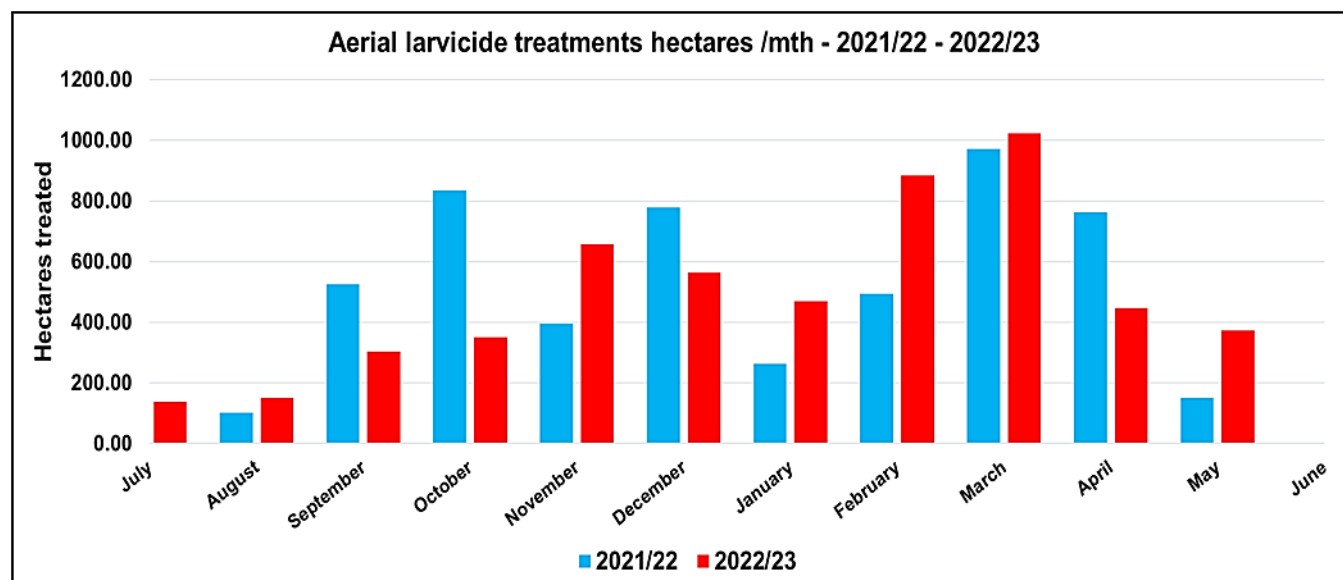
In certain scenarios, there may only be a small window of one day for an effective aerial treatment to occur. In these situations, it is vital that accurate and timely field surveillance relating to water levels, larval densities and development rates occurs so that informed decisions regarding larvicide selection and the timing of the application can be made to achieve the highest reduction on mosquito populations. In addition to field surveillance, it is crucial the timing of the treatment also includes factors such as weather conditions and fluctuating water levels within 24 – 48 hrs of the application taking place.

The two active ingredients within the larvicides used are (S)-methoprene and *Bt* (*Bacillus thuringiensis israelensis*). These actives have been approved for use by the Australian Pesticides and Veterinary Medicines Authority and are used by mosquito control agencies worldwide. They are currently the most environmentally appropriate larvicide formulations available and are target specific. Both (S)-methoprene and *Bt* are certified for the management of mosquitoes in natural and urban environments and consistently provide high mortality rates to larval populations resulting in significant reduction in adult mosquito abundance.

Twenty-two (22) aerial larviciding treatments were completed across the season covering a total of 5,362.4 hectares. Aerial treatments commenced on 27 July 2022 with the final treatment for the season completed on 18 May 2023. Persistent tidal inundation during February and March 2023 resulted in eight (8) aerial treatments being required across the eight-week period. March 2023 recorded the largest area treated in a single month at 1,023.2 hectares across four (4) aerial treatments.

Throughout the entire season, City officers remained focused on field surveillance to ensure aerial treatments were effective in reducing mosquito larvae populations and subsequent surges in adult mosquitoes.

**Figure 3.** below provides a summary of the season's aerial treatment activities by month when compared to season 2021/22



**Figure 3 – Aerial larvicide treatments by month 2021/22 – 2022/23.**

Key outcomes of the season's aerial larviciding treatments were:

- 22 aerial larviciding treatments undertaken between 1 July 2022 and 30 June 2023,
- A total of 5,362.4 hectares treated,
- Average aerial treatment size – 243.7 hectares,
- Largest individual treatment – 425.7 hectares,
- 29,448kg of Barmac® BTI 200GR applied,
- 9,810kg of VectoPrime® FG applied,
- 2,160kg of Vectobac® G applied

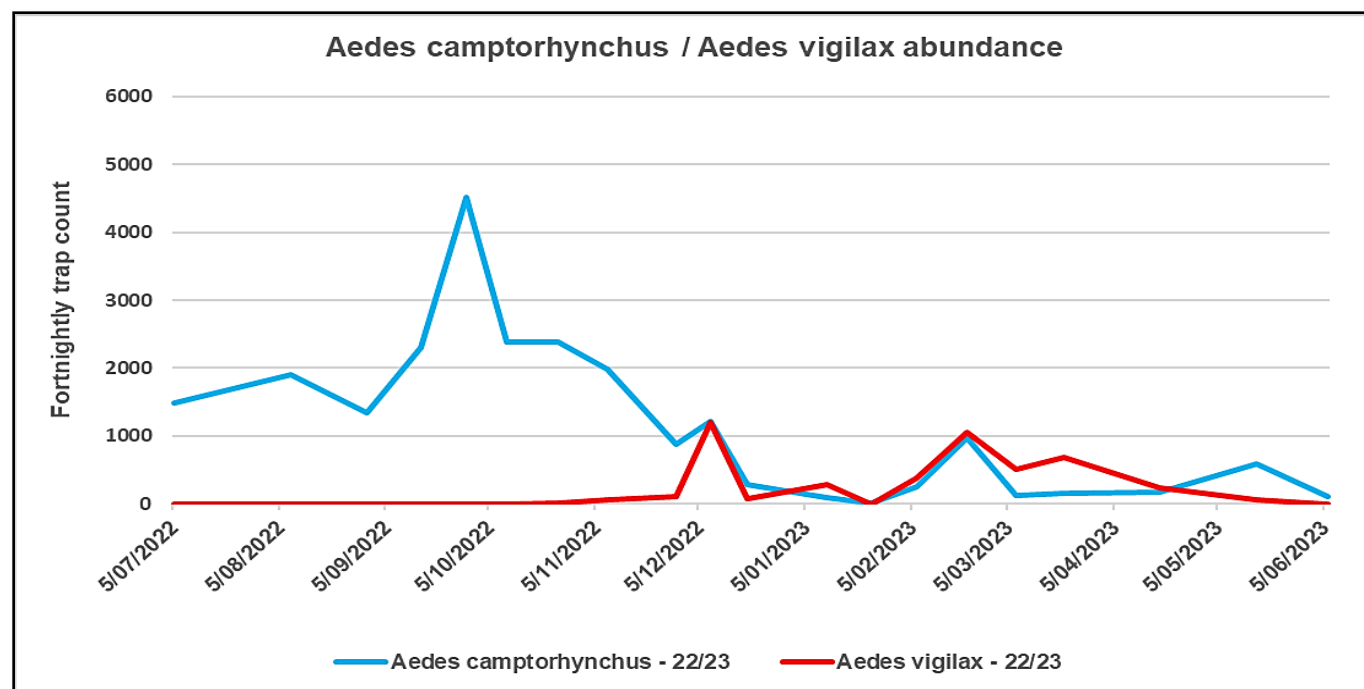
### Mosquito Surveillance

Adult mosquito trapping provides important data in relation to adult mosquito populations, species diversity, mosquito-borne disease detection and importantly evidence of the effectiveness of aerial treatments. The City completed fifteen (15) adult trap runs in unison with the DoH Medical Entomology surveillance program. A total of one hundred and thirty seven (137) EVS (carbon dioxide baited) static traps were set, collected, and sampled. These fortnightly trapping results also assist with providing communications and advice to the community.

**Figure 4.** below details the trap counts of the two saltmarsh mosquito species that are the primary target of the program's operations. The persistent larval cohort hatching events posed a constant threat of break outs in mosquito populations and the potential for a surge in mosquito borne disease transmission across the region.

There was a surge in abundance of *Aedes camptorhynchus* during Spring (September 2022) which is typical for that period. In addition, two spikes in *Aedes vigilax* populations occurred in December 2022 and late February 2023 however mosquito populations were effectively suppressed when considering the intensity and frequency of larval cohort hatching.

The ability for the program to reduce the abundance of *Aedes camptorhynchus* in the lead up to Spring is highly reliant on suitable weather conditions to support aerial larviciding treatments that align with larval development stages.



**Figure 4 - Saltmarsh mosquito abundance 2022/23**

Source: Medical Entomology Branch, WA Department of Health Medical Entomology

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

Mosquito borne virus surveillance is also undertaken by the DoH Medical Entomology unit with the aim of identifying viruses from pools of mosquitoes trapped from the eight (8) Peel region locations along with fifteen (15) other trap locations southwards from Australind to Busselton. Upon detection of virus and when deemed appropriate, the DoH notifies local governments and issues media statements to the public to warn and encourage residents and travellers to take precautions to avoid mosquito bites. These warnings are also conveyed by the City and other members of the PMMG through social media platforms and other communication outlets.

During the 2023/23 season, the DoH southwest arbovirus surveillance program recorded no positive detections of RRV or BFV through laboratory sampling.

#### Notified mosquito-borne disease cases 2022/23

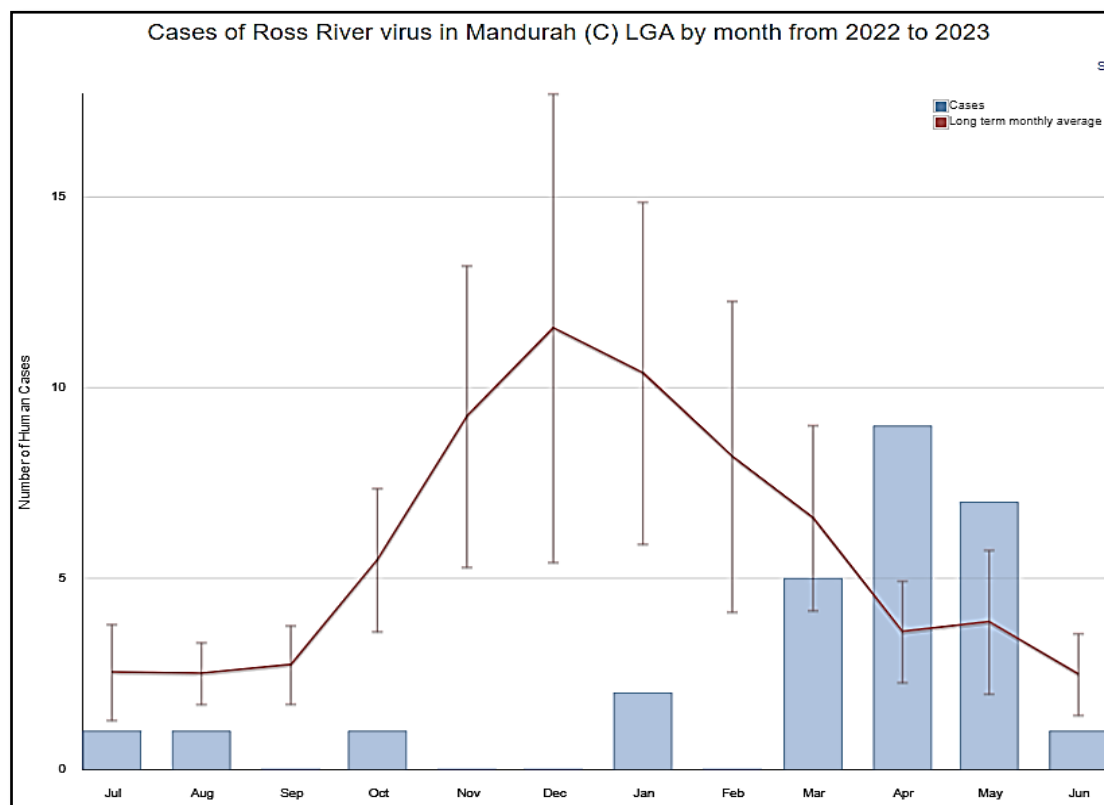
Human cases of mosquito borne disease are reported to the DoH Medical Entomology unit via General Practitioners (GPs) and laboratory diagnosis. Notifications are then forwarded to local government officers for the purpose of following up case details and returned to the DoH for data collation.

Season 2022/23 recorded significantly fewer case numbers of RRV in Mandurah (27) when compared to season 2021/22 (42). This was also the case for the Peel region (46 in 2022/23 – 93 in 2021/22). This decline in human cases was also recorded statewide. Whilst Mandurah did record seven (7) human cases of BFV as opposed to none (0) in 2021/22, the number reported remained just below the long-term average.

Continuous improvement to operational aspects of the program and ongoing education and engagement with the community will be important in minimising cases of RRV and BFV within Mandurah particularly when a high-risk season presents.

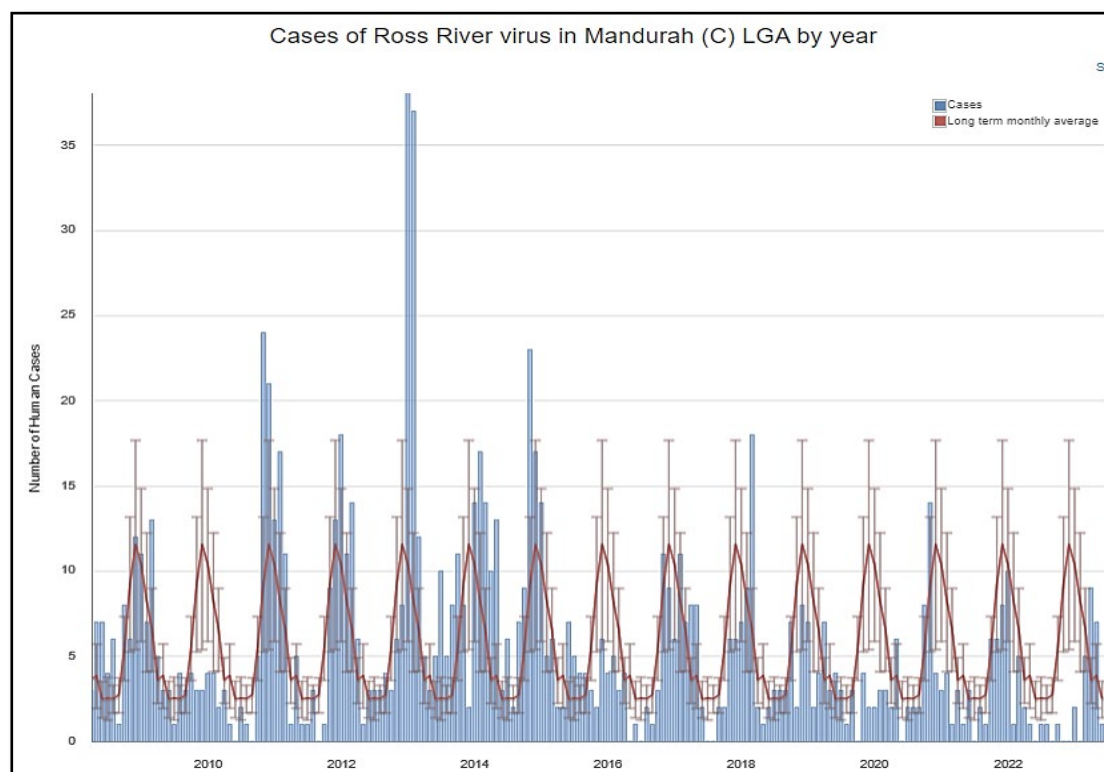


Figures 5 & 6 provide RRV case data for 2022/23 and 2009 – 2023 for Mandurah.



**Figure 5 - Ross River virus – Mandurah 2022 - 2023.**

Source: Medical Entomology Branch, WA Department of Health



**Figure 6 – Long term Ross River virus – Mandurah.**

Source: Medical Entomology Branch, WA Department of Health

### Mosquito-borne disease health impacts

Mosquito-borne disease caused by RRV and BFV are both non-fatal however they can be very debilitating and negatively impact the quality of life for those affected by either of the diseases.

People can only catch these viruses after being bitten by an infected mosquito. RRV and BFV cannot be caught from direct contact with another person or animal.

Common symptoms include:

- Joint Pain
- Muscle aches and pains
- Fever
- Lethargy or fatigue
- Rash
- Lymph node enlargements (RRV)
- Headaches (RRV)

The majority of people recover completely within 3 to 6 months however for some people symptoms may persist intermittently for a year or more.

### Community Engagement

City officers were pleased to be able to attend and connect with community members at three (3) events including,

- National Tree Day, 31 July 2022 - Duverney Park, Coodanup.
- Children's week, 25 October 2022 - Madora Bay.
- Playgroup WA, 10 March 2023 - Madora Bay.

The City also continued to maintain communications via various channels throughout the season to ensure residents were kept up to date on the program's activities and the important public health message of protecting themselves from mosquito bites and mosquito borne disease was reinforced.

During the season four (4) updates were provided to subscribers with information on mosquito abundance, mosquito-borne disease, and mosquito management activities. A broader reach to the distribution of the information was achieved through updates within the Environmental News, Events and Updates email network.

The City also utilised its Facebook platform with a focus on keeping followers up to date with aerial treatment notifications and personal protection measures. Over the season, fourteen (14) updates were posted.

Local radio messaging was again utilised with the timing of these radio alerts aimed to align with school holidays and the peak outdoor, recreational, sporting, and social activities.

97.3 Coast FM messaging schedule;

- 1 - 12 October 2022
- 2 - 13 January 2023
- 7 - 18 April 2023

The City recorded fifty-five (55) mosquito complaints/enquiries with the majority of complaints received in February and March 2023 and no doubt associated with the increased activity and persistence of the vicious biting *Aedes vigilax* species.

Community feedback will continue to be considered when reviewing current communications practices to ensure we shape future messaging to effectively empower and educate the community on the drivers of mosquito breeding, the PMMG activities and personal actions that can be taken to minimise disease and nuisance risk.

#### Outlook for season 2023/24

As previously discussed, the local environmental conditions that drive the seasonal intensity of mosquito reproduction cycles are directly linked and influenced by the various climate drivers that are active from year to year.

With the end of the 2020 - 2023 La Niña event declared in March 2023, the focus of international climate monitoring services shifted onto monitoring the development of El Niño. By mid-September 2023 the establishment of El Niño and a positive Indian Ocean Dipole was announced by the Australian Bureau of Meteorology and the combined effect of these two events likely to result in warmer and drier conditions for much of Australia over the next three months at least.

Based on this information, these conditions may, and will ideally, see less challenging environmental conditions in the form a decline in the frequency and intensity of tidal inundation resulting in a decrease in the intensity of mosquito breeding cycles in the months ahead.

However, as we have experienced in the past, these climate events can change quickly as can the regional and local environmental conditions. For this reason, the City and PMMG must continue to remain operationally adaptable, utilise our well-developed resources and maintain access to existing and future support from the DoH and their helicopter service provider.

#### **Consultation**

Nil

#### **Statutory Environment**

Nil

#### **Policy Implications**

Nil

#### **Financial Implications**

Mosquito-borne diseases such as RRV and BFV result in costs via medical expenses and loss of earnings to those people that become infected. The number of cases in the City would greatly increase if there was no program in place to manage mosquito populations.

#### **Risk Analysis**

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

A best practice mosquito management program across the Peel region adds significant value and protects the public health of thousands of residents and visitors. The risk of contracting mosquito borne virus does vary based on a range of environmental factors. Having a consistent program that reduces mosquito populations and educates the public about risk is essential.

## Peel Mosquito Management Group

The effective administration of the PMMG is essential to ensure the successful management of mosquitoes in the region. The group met on four occasions during the 2022/23 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 PMMG local government as well as representatives from the DoH. In addition, the meetings facilitate ongoing collaboration between the PMMG members to continuously identify and implement improvements within the program.

Examples of key discussions during 2022/23 include:

- Season updates,
- Mosquito abundance, human case, and disease isolation updates,
- Local government reports on mosquito breeding, treatments, and complaint investigation,
- Climate and environmental condition updates,
- Helicopter operations and application equipment updates,
- Budget review updates,
- Work Health and Safety,
- Public engagement strategies and
- Emerging technologies and research.

## Financial Reporting

A total of \$365,533 in funding was received for season 2022/23 by the PMMG in addition to carryover larvicide stock from season 2021/22. Expenditure by the PMMG in season 2022/23 resulted in the sum of \$364,330 being expended on larvicide procurement. In addition 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 2022/23 season.

All costs associated with helicopter services are provided by the DoH across the southwest with the Peel region being the primary user. Without the DoH's commitment to these costs the PMMG would require a substantial increase in the PMMG budget to provide the same level of helicopter services.

| Description                   | 2022/23 Budget Contribution |
|-------------------------------|-----------------------------|
| Department of Health          | \$175,098                   |
| City of Mandurah              | \$95,604                    |
| Shire of Murray               | \$57,432                    |
| City of Rockingham            | \$22,062                    |
| 2021/22 Carryover funds       | \$14,428                    |
| *Shire of Waroona (admin fee) | \$909                       |
| <b>Total</b>                  | <b>\$365,533</b>            |

**Table 1 - PMMG budget breakdown – 2022/23 (Ex GST)**

The approved budget for 2023/24 is outlined in **Table 2**, noting that the figure of \$308,812.40 does not include the value of carryover larvicide stock.

The approved budget for 2023/24 was prepared with consideration of the climate driver outlook and long-range forecast and the anticipation a season of less intensity in terms of the need for aerial larviciding treatments and a resulting reduction in larvicide procurement costs.

The 2023/24 budget and carry over larvicide stocks is expected to provide a treatment area of approximately 4,700 hectares.

|                                                                                                                                                                                                                                                                                               |                    |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| <b>Total PMMG budget proposed for 2023/24</b>                                                                                                                                                                                                                                                 | <b>\$308,812</b>   |
| <b>Larviciding Chemicals (DoH pay 50%)</b>                                                                                                                                                                                                                                                    | <b>\$305,512</b>   |
| <b>Other (DoH pay 100%) Training Course</b>                                                                                                                                                                                                                                                   | <b>\$3,300</b>     |
| <b>Less carryover funds not spent in 22/23 (*exc Shire of Waroona admin fee) (DoH 50%)</b>                                                                                                                                                                                                    | <b>(\$294)</b>     |
| <b>Total Required</b>                                                                                                                                                                                                                                                                         | <b>\$308,518</b>   |
| <b>PMMG member 2023/24 contribution breakdown</b>                                                                                                                                                                                                                                             |                    |
| <b>Dept of Health 2023/24 Contribution</b>                                                                                                                                                                                                                                                    | <b>(\$155,908)</b> |
| <b>City of Mandurah</b>                                                                                                                                                                                                                                                                       | <b>(\$83,325)</b>  |
| <b>Shire of Murray</b>                                                                                                                                                                                                                                                                        | <b>(\$50,056)</b>  |
| <b>City of Rockingham</b>                                                                                                                                                                                                                                                                     | <b>(\$19,229)</b>  |
| <b>Total Contribution</b>                                                                                                                                                                                                                                                                     | <b>(\$308,518)</b> |
| <b>*Shire of Waroona (Admin fee)</b>                                                                                                                                                                                                                                                          | <b>(\$909)</b>     |
| <b>Reserve CLAG contribution for 23/24 to Trust Account (this amount is an additional contribution for all Peel CLAG members in addition to the amounts above – each local government has a percentage allocated based on breeding area and other criteria set out in the CLAG agreement)</b> | <b>(\$15,275)</b>  |

**Table 2 – Approved PMMG budget funding – 2023/24 (ex GST, unless otherwise stated)**

#### Department of Health - Review of CLAG funding scheme

As reported in the 2021/22 Annual Report, a review of the longstanding Contiguous Local Authority Group (CLAG) funding scheme was announced by the DoH to establish how the scheme is currently functioning and how future requirements will be managed on a statewide level.

There has been increasing funding pressures due to factors such as the expansion in the number of CLAG's, operational cost increases, funding for statewide communications and requests from local governments for extra funding. With this in mind, a review of the funding scheme was well overdue given the last review was undertaken in 2012.

In March 2023, local governments were invited to participate in a consultation survey to better understand their views and expectations on the mosquito management program model, and the administration of the program. A consultation summary report was made available in June, detailing survey responses and highlighting several key themes that are impacting local government mosquito management programs. These included;

- Environmental challenges
- Resource limitations such as financial and staff capacity and
- Ratepayer expectations

The City provided a detailed submission as part of the review reinforcing the critical nature of the program to the Peel region. It noted the successful partnership between local governments and the State Government over decades and the importance of an adequate state government funding stream. It also highlighted the importance of an adaptable budget allocation recognising the seasonal variations associated with mosquito management.

Other key themes that were identified as changing and emerging pressures on local government mosquito management programs included;

- The need for public education strategies
- Management of community expectations
- Community expansion due ongoing development and
- Impact on tourism

Based on this feedback the DoH has put forward two key provisional recommendations with these being;

- A recommendation to increase in the DoH annual CLAG budget.
- A recommendation to implement a trust fund or other means of carrying over funds year to year to help with the season variability.

These recommendations and secondary recommendations will form a business case that will be presented to the Department of Treasury for consideration. The secondary recommendations include key improvements relating to administrative processes, access to more training, investigation into new technologies, communications strategy evaluation and defining funding allocations based on public health risks.

These are positive outcomes from the review providing improved certainty about the ongoing strength of the partnership and funding model.

## **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 2022/23 was once again another challenging period for the City's program, other members of the PMMG and the DoH helicopter provider. As in the previous two seasons the program was confronted with consistent tidal inundation events and continual hatching of larval cohorts that required intensive field work to ensure aerial treatments were well timed, precise, and effective.

Despite the difficulties of maintaining effective mosquito management during a third season impacted by La Niña the programs efforts produced positive outcomes in the form of reducing the risk of mosquito borne disease and minimising the impact of mosquitoes on the community.

NOTE: *Subject to Council's consent, the City's Senior Mosquito Management Officer will make a presentation on this item at the meeting.*

## RECOMMENDATION

**That Council:**

- 1. Receives the City of Mandurah Mosquito Management Program: 2022/23 Annual Report.**
- 2. Approves the communication of this report to following key stakeholders:**
  - **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; and**
  - **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. 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.**
- 6. Supports ongoing advocacy by the Mayor and City Officers on the review of the current CLAG funding model to ensure that adequate funding is available to effectively manage mosquitoes during seasonal variations and ongoing funding support for winter treatments.**

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|          |                      |                                                                   |
|----------|----------------------|-------------------------------------------------------------------|
| <b>3</b> | <b>SUBJECT:</b>      | Dog Exercise (Off Leash)<br>34-38, (Lot 3) Karinga Road, San Remo |
|          | <b>DIRECTOR:</b>     | Business Services                                                 |
|          | <b>MEETING:</b>      | Ordinary Council Meeting                                          |
|          | <b>MEETING DATE:</b> | 31 October 2023                                                   |

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### Summary

In May 2023, the City was advised of an anomaly with the current allocation of dog exercise areas in San Remo/ Madora Bay. In July 2014, when City officers proposed to Council to approve a dog exercise area in San Remo, it was intended that the location was 34-38 (Lot 3) Karinga Road, San Remo, which is commonly referred to by the community as “*Karinga Reserve*” (refer to *Attachment 4.1*).

A review by City officers has identified that the dog exercise area that was approved was described as *Karinga Reserve*, Reserve No 47852. It has been identified that Reserve No 47852, is 19 and 3, Karinga Road, bounded by Karinga Road and Guillardon Terrace, Madora Bay and is named “*Harry Perry Park*” (refer to *Attachment 4.2*.) This was not the intended location.

On 25 July 2023, Council endorsed commencement of public notification of its intention to formalise 34-38 (Lot 3) Karinga Road, San Remo as a dog exercise area and remove the dog exercise area designation of Reserve No 47852, Madora Bay. This location would revert to ‘dog-on-lead’. Signage will be installed to reflect the change.

Council is requested to provide final approval for the proposed change to the above areas.

### Disclosure of Interest

Nil

### Previous Relevant Documentation

|           |                                       |
|-----------|---------------------------------------|
| G.16/7/23 | Dog Exercise (Off Leash) (Report 4)   |
| G.31/7/14 | Dog Exercise and Dog Prohibited Areas |

### Background

The *Dog Act 1976* provides that Council may, by absolute majority, specify a public place as a dog exercise area (Dog Off Lead). In May 2023, an anomaly dating back to 2014 was identified where City officers included the incorrect description of the location that was proposed as a dog exercise area within San Remo/ Madora Bay.

The current Council resolution provides that Reserve No 47852 “*Karinga Reserve*” bounded by Karinga Road and Guillardon Terrace, San Remo is a dog exercise area. Reserve No 47852 is named as *Harry Perry Park* (refer to *Attachment 4.2*).

The community has used 34-38 (Lot 3) Karinga Road, San Remo as a dog exercise area, and it has historically been recognised to allow dogs off lead.

In July 2023 Council approved the commencement of a 28-day Public Notice period detailing its intention to alter the current dog exercise arrangements as follows:

- Reserve No 47852, Madora Bay named “*Harry Perry Park*” be returned to dog on lead area and no longer be recognised as a dog exercise area.



- A new dog exercise area be advertised at 34-38 (Lot 3) Karinga Road, San Remo indicating Council's intention to add the site to the list of approved dog exercise areas.

### **Comment**

The local community surrounding 34-38 (Lot 3) Karinga Road San Remo use the site extensively as a dog off lead area. An anomaly in the matching of the common name of the site and Reserve Number 47852 has been identified which is sought to be resolved.

### **MEAG Comment**

This item does not have any impact on the natural environment and therefore has not been referred to Mandurah Environmental Advisory Group for comment.

### **Consultation**

Advertising was undertaken in accordance with the *Dog Act 1976* and *Local Government Act 1995*.

The City received 1 submission supporting 34-38 (Lot 3) Karinga Road, San Remo being off lead. It is also requested that Harry Perry Park be retained as off lead as it forms part a longer walking trail.

Council also received a deputation of a similar nature regarding the dog exercise arrangements in the San Remo and Madora Bay areas at the September 2023 Ordinary Council Meeting. The deputation also sought to have Harry Perry Park, Reserve No 47852, Madora Bay retained as dog exercise and further seating within Reserve 40823 on the corner of Lord Hobart Drive and Hope Gardens.

Reserve 47852, Harry Perry Park is heavily vegetated and undulating with paths running through the area. Due to limited sight lines to monitor dogs off lead it is not recommended for this area to be included as off lead. Low visibility prevents dog owners assessing and managing their dogs when others approach.

It is recommended that a further review of the facilities within the current dog off lead area of Reserve 40823 corner of Lord Hobart Drive and Hope Gardens Madora Bay be undertaken.

### **Statutory Environment**

Section 31, 3A of the *Dog Act 1976* provides:

*A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, which is under the care, control or management of the local government to be a dog exercise area.*

Section 3C provides that at least 28 days before specifying a place to be —

- (a) *a place where dogs are prohibited at all times or at a time specified under subsection (2B); or*
- (b) *a dog exercise area under subsection (3A); or*
- (c) *a rural leashing area under subsection (3B), a local government must give local public notice as defined in the Local Government Act 1995 section 1.7 of its intention to so specify.*

### **Policy Implications**

Nil

### **Financial Implications**

There is a requirement for the installation of dog off lead and on lead signage which can be accommodated within existing budgets.

## Risk Analysis

It is important to resolve any confusion about the use of City owned and managed land for dog exercise. Failure to clearly articulate these areas created confusion for the community and Rangers applying legislative requirements.

## Strategic Implications

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

### Social:

- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.
- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

## Conclusion

Dog exercise areas allowing owners to have their dogs off leash are extremely well utilised and contribute to the wellbeing of dogs and their owners. It is important that there is clarity about their permitted use.

### NOTE:

- Refer ***Attachment 4.1 Map of Proposed Dog Exercise Area 34-38 (Lot 3) Karinga Road, San Remo.***

***Attachment 4.2 Map Existing Dog Exercise Area Reserve No 47852 Harry Perry Park bounded by Karinga Road and Guillardon Terrace, Madora Bay.***

## RECOMMENDATION

### That Council:

- 1) Approves 34-38 (Lot 3) Karinga Road, San Remo to be a dog exercise (off lead) area.
- 2) Approves removal of the dog exercise status of Reserve No 47852 bounded by Karinga Road and Guillardon Terrace, Madora Bay known as Harry Perry Park and the location revert to dog on lead.

**Attachment 3.1 – Map of Proposed Dog Exercise Area 34-38 (Lot 3) Karinga Road, San Remo**





**Attachment 3.2 – Map of Reserve No 47852 Karinga Road, Harry Perry Park bounded by Karinga Road and Guillardon Terrace, Madora Bay.**



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|   |                      |                                                |
|---|----------------------|------------------------------------------------|
| 4 | <b>SUBJECT:</b>      | Partial Road Closure – Division Road, Mandurah |
|   | <b>DIRECTOR:</b>     | Business Services                              |
|   | <b>MEETING:</b>      | Council Report                                 |
|   | <b>MEETING DATE:</b> | 31 October 2023                                |

---

## Summary

The City has been approached by the property owner (Nautica Pty Ltd) of the land that encompasses the Mandurah Mazda & Mandurah Toyota car dealerships on the corner of Randell St and Pinjarra Road, Mandurah to close and acquire the western (segmented) portion of Division Road measuring approximately 850 sq m ('the subject road') which they are currently utilising for parking and access purposes to support their business.

The proposed acquisition, for amalgamation into their existing lots to the north (being Lot 250 and Lot 23), will enable them to expand and secure their facility, as well as assist in alleviating anti-social behavioural problems that are occurring.

The closure will transfer the responsibility for the land, which currently sits with the City, over to the landowners who are using and gaining the primary benefit from it.

City officers have undertaken the necessary actions, including advertising for 35 days, as outlined under section 58 of the *Land Administration Act 1997* and associated regulations, without any objections received, therefore Council endorsement is now sought to finalise the proposed road closure.

## Disclosure of Interest

Owners, Nautica Pty Ltd

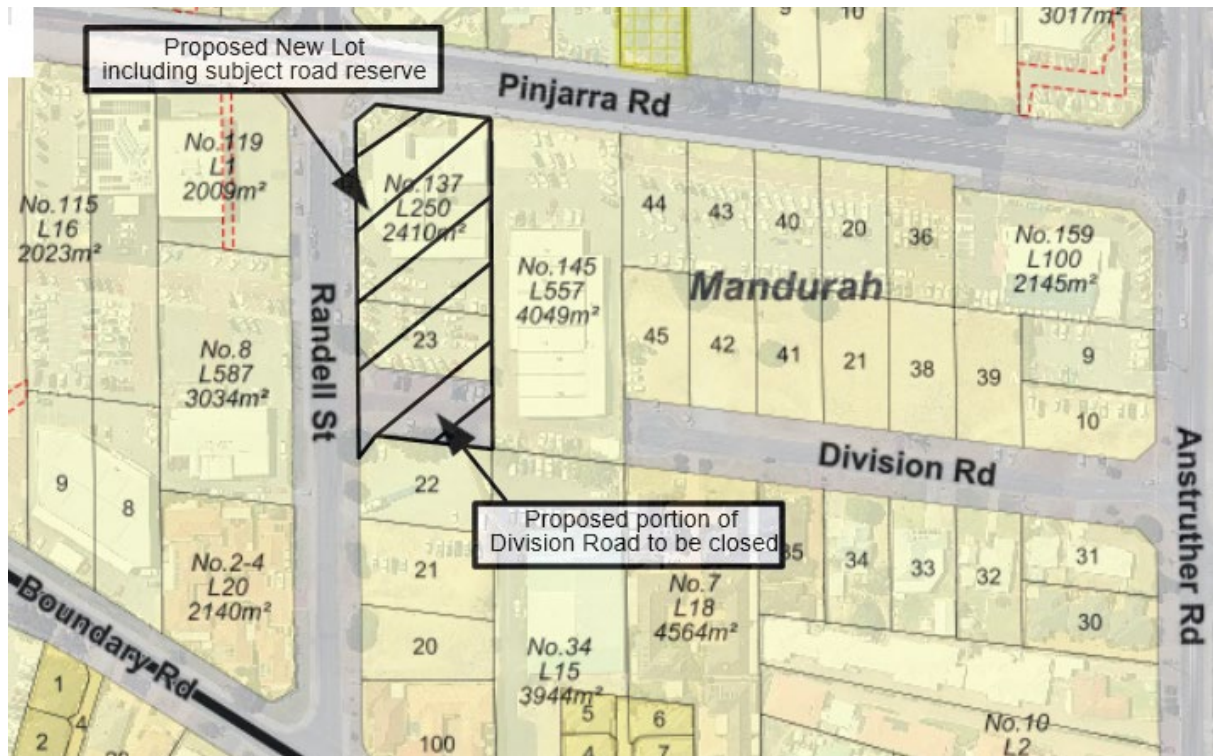
Hayward, Brian John (Director/Secretary)

Hirniak, John (Director/Secretary)

## Location

Between 23 Randell St, 5 Randell St and 145 Pinjarra Rd, Mandurah – all of which are owned in freehold by Nautica Pty Ltd.





### Previous Relevant Documentation

Nil

### Background

Division Road, Mandurah was gazetted on 5 February 1960. It is separated into two parts, west and east, by freehold Lot 557 (No. 145) Pinjarra Road, Mandurah; with this alignment appearing to have been in place for many decades now.

The proponent, Nautica Pty Ltd, owns all the properties that surround the subject road reserve which, despite being available for use by the public at large, is being used solely by the lessees Mandurah Mazda and Mandurah Toyota for parking.

The lessees also currently use the road for access through to the adjoining lots which they are using for overflow parking and to facilitate truck loading and unloading which at one stage was undertaken on the street and causing issues in this respect.

The road itself is bituminised with marked car bays along the northern boundary which were installed in approximately 2006 and informal parking is evident along the southern boundary.

The applicant has advised that the proposal will also enable the expansion of the Mazda dealership to include a vehicle service centre with direct access from Randell St, and for the dealership to be fully secured which hopefully will assist with antisocial behaviour issues currently being experienced.

### Comment

The properties surrounding the subject road reserve are all held in freehold ownership by the proponent, with the current occupancy and zoning of them as follows:

| Address                         | Occupancy                                                                                        | Zoning           |
|---------------------------------|--------------------------------------------------------------------------------------------------|------------------|
| Lot 23 (No. 7) Randell St       | Leased to Mazda/Toyota dealership                                                                | Strategic Centre |
| Lot 250 (No. 137) Pinjarra Road | Leased to Mazda/Toyota dealership                                                                | Strategic Centre |
| Lot 557 (No. 145) Pinjarra Road | Leased to Mazda/Toyota dealership                                                                | Strategic Centre |
| Lot 15 (No. 34) Boundary Road   | Large building on the northern portion (vacant) and 5 residential units on the southern portion. | Residential      |
| Lot 22 (No. 5) Randell St       | Vacant Land                                                                                      | Residential      |
| Lot 21 (No. 3) Randell St       | Vacant Land                                                                                      | Residential      |
| Lot 20 (No. 1) Randell St       | Vacant Land                                                                                      | Residential      |

The proponent also owns the properties that abut the western end of Division Road at the north. Under the new LPS 12 zoning, these properties are zoned Strategic Centre, which permits a mix of commercial (northern portion) and residential (southern portion) upon each lot.

City officers confirm there is no intent to change the zoning of any of the lots, including the ones to the south of Division Road, to facilitate further expansion of the commercial operations.

As the subject portion of road is dedicated road land, the City is currently responsible for maintaining and upgrading the land, despite the fact that it is only being used by the proponent's tenants. There is a key benefit to the City therefore in transferring the responsibility for the land over to the proponent.

Upon its closure, the subject road reserve is proposed to be amalgamated into Lot 23 (7 Randall St) and Lot 250 (137 Pinjarra Rd) under a WAPC subdivision process, which will be applied for by the property owners subject to the road closure and the standard approval conditions by the City, with all costs to facilitate this to be borne by the landowner.

The proponent has advised that the proposal will enable:

- 1. The greatly needed improvement to the security of the back of house services for both Mandurah Mazda and Mandurah Toyota car dealerships. Both dealerships experience frequent malicious damage from anti-social behaviour that occur behind the subject sites. The intensity and frequency of graffiti, break-ins, and malicious damage has increased significantly over the past 18 months. Closing the subject portion of road will allow the southern portions of both dealerships to be secured with fencing which is currently not possible due to the requirement for the road to remain open.*
- 2. Expansion of the Mazda dealership to include a vehicle service centre with direct access from Randell Street. The current arrangement is for the two dealerships to share vehicle servicing facilities via the subject section of road reserve.*

City officers have confirmed there is an ongoing history of antisocial behaviour in this location with the City's Health Services team having worked with the proponent and residents of the area over a number of years to try and address the issues which include serious antisocial behaviour, graffiti, drug use, vandalism, etc.

In the end, the proponent was forced to demolish the residential properties on the land due to these issues being unable to be managed. Issues are still occurring with one of their few remaining residential premises, upon No. 34 Boundary Road, which is currently vacant and intermittently being occupied by squatters, with a recent fire at the property currently being investigated by the City's Health Services team.

The proponents have advised that upon purchasing the land, they intend to secure the entire area, tidy it up, rebuild what was there, in an endeavour to prevent any reoccurrences of the issues that have been occurring, and have asked the City to work with them to assist in this regard.

As is required under Regulation 9 of Section 58 of the *Land Administration Act 1997*, and City standard procedures, an advertisement of the proposed road closure was placed into the local Mandurah Times newspaper for 35 days from Wed 28 June 2023 to 4.30pm on Wed 2<sup>nd</sup> August 2023, and placed on local noticeboards at Customer Service and City libraries and upon the City website. No submissions were received.

## Consultation

- Department of Planning, Lands & Heritage (DPLH) – provided in principle consent to the City progressing with a partial road closure process over the subject portion of road.
- Western Power – there appear to be assets in the truncated section of the subject road reserve, however, Western Power have advised no objections to the proposal and that they do not require any works to be completed. This will be confirmed by DPLH once they undertake their referral process and likely there will be easements or relocation of infrastructure required.
- Water Corporation - has no objection to the proposed road closure as advise they have no assets affected by this proposal.
- Telstra – plant records indicate that there are Telstra assets in the vicinity. Subject to compliance with their conditions, Telstra have no objections to the road closure.
- NBN – Assets are contained within Telstra assets so must align to any requirements advised by Telstra.
- Atco Gas – has no objection to the proposal. There does not appear to be any assets within the section of road.

## Statutory Environment

### Land Administration Act 1997 (LAA)

- *Section 58 – Closing Roads – (outlines the process where a Local Government requests a road closure.)*
  - (1) *may, subject to subsection (3), request the Minister to close the road.*
  - (2) *must in accordance with the regulations prepare and deliver the request to the Minister;*
  - (3) *must not resolve to make a request until a period of 35 days has elapsed from the publication in a newspaper and the local government has considered any objections.*
- *Reg 9 Land Administration Regulations 1998 – must include with the request:*
  - (a) *Written confirmation they have resolved to make the request; and*
  - (b) *Sketch plans showing the location of the road and the proposed future disposition of the land; and*
  - (c) *Copies of any submissions relating to the request, and the local government's comments on those submissions.*
- *Section 87 – Sale etc. of Crown land for amalgamation with adjoining land (Amalgamation process for Crown land section into private landowner's property):*
  - (2) *the Minister may, with the consent of that holder and on payment to the Minister of the price as the case requires, convey that parcel and amalgamate it with the adjoining land.*

## Policy Implications

Not applicable

## Financial Implications

Currently the City is responsible for the maintenance of the road reserve, so there is a financial and operational benefit to the City by transferring the land to the proponents who are using it and gaining the benefit of it.



The landowner is responsible for all costs for the closure of the road, and for acquisition of the road land for amalgamation into their property. The DPLH will undertake a valuation of the land and arrange the contract of sale directly with the proponent. All sale proceeds are returned to the Crown.

### **Risk Analysis**

Not applicable

### **Strategic Implications**

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

#### Social:

- Promote safety within the community through urban design.

### **Conclusion**

City officers have carried out the necessary evaluation and determined that the western portion of Division Road, Mandurah is not required to be used as a thoroughfare or for parking purposes by the community, therefore are supportive of its closure for amalgamation into the adjoining freehold lots at the north.

This will formalise the existing arrangement and transfer the responsibility for the land onto the private landowners who are using it. It is also hoped that it will aid in the management of antisocial behaviour upon the dealership lots and the surrounding land parcels.

Council endorsement is therefore requested to the closure of the subject road in accordance with Section 58 of the *Land Administration Act 1997*.

#### **NOTE:**

- Refer ***Attachment 4.1 Current Land Tenure***

### **RECOMMENDATION**

#### **That Council:**

1. **Requests the Minister for Lands to approve the closure of the approximate 850 square metre portion of Division Road, Mandurah pursuant to Section 58 of the *Land Administration Act 1997*.**
2. **Subject to standard subdivision approval processes, supports the amalgamation of the subject road reserve into Lot 23 (No. 7) Randell Street, Mandurah and Lot 250 (No. 137) Pinjarra Road, Mandurah.**

## Attachment 4.1 – Current Land Tenure

1. **Proposed Future Use of Land (as provided by Property Owner Nautica Pty Ltd) – Noting all shaded lots are currently owned by Nautica Pty Ltd (except for the section of road proposed to be closed)**



2. **Aerial View of Portion of Road proposed to be closed**



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|          |                      |                                       |
|----------|----------------------|---------------------------------------|
| <b>5</b> | <b>SUBJECT:</b>      | Mandurah Dolphin Research Partnership |
|          | <b>DIRECTOR:</b>     | Built and Natural Environment         |
|          | <b>MEETING:</b>      | Council Meeting                       |
|          | <b>MEETING DATE:</b> | 31 October 2023                       |

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## Summary

In December 2016, Council resolved to support a four-year strategic partnership with Murdoch University through a contribution of \$30,000 per year. This strategic partnership, called the Peel Harvey Dolphin Research Project (now referred to as the Mandurah Dolphin Research Partnership), aimed to assess the long-term viability of the Mandurah dolphin population to assist government, industry, and community groups in the planning of their activities in the marine environment to minimise detrimental impacts on the local dolphin population.

Council is now asked to consider supporting a second iteration of the Mandurah Dolphin Research Partnership, led by Murdoch University, it aims to:

1. evaluate the dolphins contribution to ecosystem benefits and services as required by the Ramsar convention;
2. monitor the dolphin community for any changes that may impact the described ecological character of the wetland; and
3. develop a collaborative response strategy to local dolphin incidents.

To support the Mandurah Dolphin Research Partnership, Council is requested to approve a contribution of \$20,000 per year for three years. In addition to the City's proposed contribution, Peel Development Commission has agreed to provide a one-off \$10,000 contribution to this project, Peel-Harvey Catchment Council has agreed to provide \$5,000 per year for three years (subject to City of Mandurah funding being approved), and Visit Mandurah has agreed to provide \$3,500 per year for three years. Murdoch University will also provide an estimated \$135,000 in-kind support to the project, over three years, and has also agreed to waive University overheads to the value of approximately \$28,650. The Department of Biodiversity, Conservation and Attractions has agreed to be a formal partner on the project but has not committed to providing a financial contribution.

## Disclosure of Interest

N/A

## Previous Relevant Documentation

- |              |             |                                                                                                                                                                                                                                                                                                                                                    |
|--------------|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| • G.21.12.16 | 21 Dec 2016 | Council resolved to enter into a four-year strategic partnership with Murdoch University for the Peel Harvey Dolphin Research Project, and to provide an additional one-off contribution of \$20,000 towards the acquisition of a vehicle to transport a research vessel.                                                                          |
| • G.15/10/15 | 13 Oct 2015 | Council resolved to support the Murdoch University proposal for a Chair in Sustainable Dolphin Tourism in Mandurah. This includes the provision of an initial \$30,000 for the establishment of the project, along with the provision of \$30,000 per year for four years, subject to Murdoch University attracting other funding for the project. |

## Background

Mandurah Dolphin Research Project was established in 2016 to conduct a population assessment for dolphins occupying the Peel-Harvey Estuary. The research identified that a distinct community of approximately 90 dolphins reside in the estuary.

The research showed this dolphin community occupies an apex predator role and removes an estimated minimum of 200,000kg of finfish from the estuary annually. As such, they are now recognised as part of the ecological character of the Ramsar-listed Peel-Yalgorup wetland system, and are included in the updated Ecological Character Description of the Peel-Yalgorup Ramsar Site. This means that dolphins have a role to play in maintaining the status of the Ramsar site, and their ongoing preservation is required under the Ramsar Convention.

Beyond their ecological value, Mandurah's dolphin population offers economic and social benefits through industries such as tourism and through the ability of people to interact with a charismatic native species.

The last round of dolphin monitoring, conducted from 2017-2019, confirmed that the estuary's dolphin community is considered stable. However, the population has a slightly negative growth rate which makes it vulnerable to threats. Live stranding is one of the main threats to this community, and the estuary is widely known by stakeholders to be a stranding hotspot. Since the commencement of the research project in 2016-2017, 26 live stranding events, involving 30 individuals, have been recorded.

To maintain the community at its current size, the previous research partnership identified that mortality of adult females should be reduced by 10%. One way to meet this management goal is to effectively manage live stranding events to ensure healthy individuals are not lost. Further, to ensure management action is triggered appropriately, the dolphin population requires monitoring for any changes in demographic parameters such as mortality and reproduction.

Management responsibility for dolphins varies for population-level and incident management (i.e. stranding) and has the potential to sit across a number of State and Federal departments. This includes the Department of Biodiversity, Conservation and Attractions (DBCA), the Department of Fisheries, the Department of Water and Environmental Regulation, the Department of Primary Industries and Regional Development and the Federal Government under the Ramsar Convention.

The ability to intervene with native wildlife is governed by the *Biodiversity Conservation Act 2016*. Officers authorised to intervene under this Act include wildlife officers (as defined in the *Conservation and Land Management Act 1984*), however, delegated authority can also be granted where appropriate. Currently, local dolphin rescue volunteers can monitor and report on dolphin-related incidents, but they cannot intervene.

Despite this, the Mandurah community still look to the City of Mandurah and local dolphin rescue volunteers for leadership and appropriate action in this space and to ensure the dolphin population continues to thrive from both ecological, social and economic perspectives. This is evidenced by the strong community response to recent incidents including the euthanising of a dolphin calf at Town Beach in June 2022, the shooting of a dolphin calf with a fishing spear in May this year, and the recent deaths due to fishing line entanglement and regular dolphin strandings.

## Comment

Given the consistent and increasing community expectation around appropriate and timely dolphin incident management, City officers have investigated and support the development of a second iteration of the Mandurah Dolphin Research Partnership. Discussion between City officers and Murdoch University researchers have led to the development of a proposal which aims to support both the long-term protection of the dolphin population and to identify improved methods for dolphin population management in the Peel waterways. As a condition of the City's proposed involvement in this partnership, City officers have been insistent that both of these issues must be investigated in conjunction with the State Government bodies

that are directly responsible for dolphin management to help ensure outcomes of the research are adequately incorporated into relevant management procedures. DBCA have made a commitment to supporting the Mandurah Dolphin Research Project (*Attachment 5.1*).

A draft Research Proposal (*Attachment 5.2*) has been prepared by Murdoch University. This draft has been developed in conjunction with City of Mandurah and DBCA officers. Volunteers from the Mandurah Volunteer Dolphin Rescue Group have also been consulted and are supportive of the proposal.

This proposal outlines 3 research priorities for the Mandurah Dolphin Research Project:

- **Research Priority 1: Evaluate the dolphins contribution to ecosystem benefits and services as required by the Ramsar convention**

In the Ecological Character Description for the Peel-Yalgorup Ramsar Site, Limits of Acceptable Change (LCA) are included for listed species. A limit of acceptable change outlines the maximum variation that is considered acceptable in a particular component or process of the ecological character of the Ramsar-listed wetland. Exceeding this limit has the potential to negatively impact the site's ability to meet the Ramsar criteria. The limit of acceptable change for the Mandurah estuary bottlenose dolphin community has recently been updated to reflect the sighting of one new calf per year.

However, this limit does not take into consideration broader ecological factors, such as population stability, and also does not consider how the dolphin community provides value to the local community and tourism industry, eg. through regular dolphin sightings. As such, for the estuary dolphin population, it is recommended that the limit of acceptable change is based on broader ecological criteria. In addition, social and economic criteria should also be considered. For example, if one dolphin calf is spotted per year, but incidents such as stranding or entanglement cause the death of five adult dolphins in the same year, there may be significant ecological impacts not presently recognised. Also, community/tourism sightings of dolphins may be reduced despite the present ecological limit being met.

This element of the research partnership aims to evaluate the dolphin's ecological, social, cultural and economic value. This information will then be used to further refine the limit of acceptable change for the dolphin community in the ecological character description of the estuary.

#### Intended Outcome

Completion of a social, economic and cultural value assessment of the dolphins will help to identify a more accurate limit of acceptable change. This will ultimately be reflected in the Ecological Character Description of the Peel-Yalgorup Ramsar Site, and ensure better protection for the Mandurah dolphin community.

The above outcome is a deliverable at the completion of the project however solutions based on research findings are intended to be actioned as these are identified by representatives on the projects steering group.

#### Measure of Success

The results from the social, cultural and economic assessments are used to refine the limit of acceptable change for bottlenose dolphins in the Ecological Character Description for the Peel-Yalgorup Ramsar Site.

- **Research Priority 2: Monitor the dolphin community for any changes that may impact the described ecological character of the wetland**

Scientific monitoring of the Mandurah dolphin population has not been conducted since the conclusion of the first Mandurah Dolphin Research Partnership in 2019. It is proposed that population monitoring is conducted alongside research into the social, cultural and economic value of the dolphins.

#### Intended Outcome

Regular monitoring of the dolphin community provides up-to-date information in relation to the health of the population. This monitoring will provide updated population data to confirm whether the population remains stable.

The above outcome is a deliverable at the completion of the project however solutions based on research findings are intended to be actioned as these are identified by representatives on the projects steering group.

#### Measure of Success

Population monitoring provides an updated status of the health of the Peel-Harvey dolphin community.

- **Research Priority 3: Develop a collaborative response strategy to local dolphin incidents**

Live-stranding and fishing line entanglement of dolphins in Mandurah occur frequently, and these events are currently attended by both DBCA, Department of Fisheries and the Mandurah Volunteer Dolphin Rescue Group. However, there is uncertainty regarding the long-term sustainability of the current model, which relies heavily on local volunteers to monitor and report dolphin-related incidents. Succession planning is required, along with an evaluation of where the Delegation of Authority to intervene with wildlife would best be placed to support timely and appropriate response to incidents. This project aims to develop a Response Strategy for dolphin incidents in Mandurah, in collaboration with the various departments and stakeholders that are involved in dolphin management.

#### Intended Outcome

The development of a response framework for dolphin-related incidents, in collaboration with State Government departments and key local stakeholders. This will ensure legislative requirements (such as Delegated Authority) and local volunteer efforts are leveraged in the most efficient and effective way. It will also create a clear framework for intervention, and the communication of the intervention process, during incidents.

The above outcome is a deliverable at the completion of the project however solutions based on research findings are intended to be actioned as these are identified by representatives on the projects steering group.

#### Measure of Success

A collaborative response framework is developed and utilised by relevant stakeholders.

It is proposed that any financial contribution from the City to this research partnership is preferentially applied to Research Priorities 1 or 3. This will prioritise the development of a direct benefit to the City through the long-term preservation of the dolphin community, and the related social and economic values. Research Priority 2 (Population Monitoring) is considered to be the responsibility of the State Government, and primary funding for this should be sourced from the other funding contributions.

### **MEAG Comment**

This item was considered by the Mandurah Environmental Advisory Group at its meeting on 22 September 2023, and the following recommendations were made:

*The Mandurah Environmental Advisory Group endorse the funding for this important research project and looks forward to the agencies working together towards empowering our community to assist in dolphin-related incidents as part of the Response Strategy. MEAG would also like to recognise and acknowledge the significant economic impact dolphins have on the local tourism industry, and note that the research is important for a sustainable long-term outcome for local dolphin management.*



## Youth Advisory Group Comment

This item was considered by the Youth Advisory Group at its meeting on 6 September 2023 and the following recommendations were made:

*The Youth Advisory Group has reviewed and supports the proposed and ongoing Dolphin Research Program. The YAG agree with the purpose of the research and supports the encouraged collaboration of the framework, which seeks to empower local volunteers and community groups. The YAG notes, however, that the City needs to do better in addressing the lack of communication between the research program and the volunteers regarding sharing the findings and potential outcomes of the research. We also note that the citizen science aspect of the program needs improvement which is directly linked back to the Environment Strategy's implementation plan.*

City officers acknowledge the Youth Advisory Group's comments in relation to communication of research outcomes with volunteers. While it is considered that volunteers were significantly involved in the first iteration of the dolphin research proposal, there will be significant emphasis placed on regular communications with all key stakeholders including State Government authorities and local volunteers throughout this second proposed iteration.

## Consultation

Researchers from Murdoch University have undergone extensive consultation with project partners, including Visit Mandurah, Peel Development Commission and Peel Harvey Catchment Council. Particular focus has been given to ensuring that DBCA joined the research project as a formal project partner. Both the City, DBCA and local dolphin rescue volunteers also had the opportunity to help shape the research proposal, to ensure that research findings will meet the needs of both organisations, and that the proposal complements existing management frameworks.

In addition, volunteers from the Mandurah Volunteer Dolphin Rescue group have been consulted as part of the development of this proposal. While it is acknowledged that these groups are, and will continue to be, key stakeholders when it comes to the protection of the local dolphin population, they will not be considered project partners in this iteration of the research project. However, they will continue to be consulted throughout the course of the project.

## Internal Consultation

N/A

## Statutory Environment

In Western Australia, dolphins are protected under the *Biodiversity Conservation Act 2016*. Currently only wildlife officers (as described in the *Conservation and Land Management Act 1984*) or authorised person/s have the ability to intervene with marine fauna in the event of a dolphin-related incident.

## Policy Implications

N/A

## Financial Implications

City officers are recommending the City contribute a total of \$60,000 over three years (\$20,000 per year) towards the second iteration of the Mandurah Dolphin Research Project. The first years funding has been included in the existing 2023/24 Environmental Education budget and is expected to commence in December 2023/January 2024. Year 2 and 3 funding has been included in the draft LTFP. A detailed breakdown of the expected costs is provided in *Attachment 5.2*.

The City will also need to provide in-kind support in the form of supporting stakeholder management, attending steering group meetings and communicating research outcomes. This is anticipated to equate to 5-10 hours per month.

## **Risk Analysis**

The management of dolphins at both the population and incident levels is the responsibility of the State Government. The City and Murdoch University cannot prescribe management actions for the State, which impacts the ability of the research partnership to achieve the proposed outcomes. To mitigate this risk, the research proposal has been developed in conjunction with DBCA. It is also recommended that the City does not enter into the research partnership unless DBCA joins as a formal partner.

During the previous research partnership, a key project supervisor left Murdoch University in the middle of the project. This identified the risk of lack of long-term commitment to the project by Murdoch University. To mitigate this risk, it is recommended that any Funding Agreement also prescribes an expected level of staffing commitment from Murdoch University, for the life of the project.

## **Strategic Implications**

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

### Economic:

- Establish and leverage opportunities with key stakeholders to achieve sustainable economic outcomes with due consideration to environmental impacts.

### Environment:

- Protect and manage our local natural environment ensuring our actions don't adversely impact our waterways.
- Educate and provide leadership on environmental and climate change related issues.
- Partner and engage with our community to deliver environmental sustainability outcomes.

### 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**

City officers and Murdoch University researchers, in conjunction with the DBCA, have developed a research proposal for a second iteration of the Mandurah Dolphin Research partnership.

This proposal aims to improve the long-term management of the dolphin population by conducting targeted research that will quantify the social, cultural and economic impact of the dolphin population and therefore determine a limit of acceptable change for the estuary community. It also aims to provide updated data on the dolphin population through population monitoring, and develop a cross-organisational response strategy for the management of dolphin-related incidents.

Dolphins have a special place in the heart of the Mandurah community, and they also play a significant role in the local tourism industry. Community expectation regarding the appropriate management of the dolphins is high, and both the City of Mandurah and the State Government have a responsibility to ensure these species are protected long-term and this partnership enables the City to do that in a more cost-effective manner. The creation of a multi-stakeholder research partnership also enables partners to leverage the ultimate impact of this project, by ensuring that key stakeholders are developing, and ultimately implementing, solutions in collaboration.



NOTE:

- Refer **Attachment 5.1 DBCA Letter of Support for Mandurah Dolphin Research Partnership**
- Refer **Attachment 5.2 Research Proposal – Mandurah Dolphin Research Partnership – 2023**

***Note: the public versions have redactions recognising personal information and commercially sensitive content***

**RECOMMENDATION**

**That Council:**

1. **Approve funding in an amount of \$20,000 per year for three years to the Mandurah Dolphin Research Project.**
2. **Authorise the CEO to enter into a Funding Agreement with Murdoch University.**
3. **Authorise the CEO to advocate to the relevant State Government departments to support the findings and intended outcomes of the research proposal.**

**\*ABSOLUTE MAJORITY REQUIRED\***



Department of **Biodiversity,  
Conservation and Attractions**



Your ref:

Our ref:

Enquiries: Jason Menzies

Phone: (08) 9278 0932

Email: [jason.menzies@dbca.wa.gov.au](mailto:jason.menzies@dbca.wa.gov.au)

Dr Krista Nicholson  
Centre for Sustainable Aquatic Ecosystems  
Harry Butler Institute  
MURDOCH UNIVERSITY WA 6150

Dear Dr Nicholson

### **MANDURAH DOLPHIN RESEARCH PARTNERSHIP**

Thank you for sharing your proposal for a dolphin research partnership between the Department of Biodiversity, Conservation and Attractions (DBCA), Murdoch University, the City of Mandurah, Peel Development Commission, Peel-Harvey Catchment Council, Visit Mandurah, Mandurah Volunteer Dolphin Rescue Group and Estuary Guardians.

As demonstrated by the diverse group of stakeholders you have brought together, conservation is a shared responsibility across the community, industry, academia and all levels of government.

DBCA has reviewed your proposal in the context of our agency's overall responsibilities, including current research, community-volunteer programs, as well as operational and resource priorities, and looks forward to contributing to the partnership within the following framework:

#### **Expert guidance and input**

DBCA will provide expert guidance and input into program design via relevant staff from Biodiversity and Conservation Science and/or the Parks and Wildlife Service (Conservation and Ecosystem Management Division and/or Swan Region).

#### **Financial resources**

DBCA is unable to provide any funding towards the research project. However, we trust that this correspondence will support your case for funding from other parties.

#### **Information sharing on significant dolphin management processes**

As you are aware, DBCA is in the process of drafting a new Marine Fauna Intervention Standard Operating Procedure (SOP) to help manage responses to marine and estuarine incidents. I understand you recently received a copy of the draft SOP and we will provide you with a more refined draft as the SOP progresses. DBCA recognises the crucial role of Mandurah Dolphin Volunteer Rescue Group and Estuary Guardians in both your research and responding to local incidents, and looks forward to reviewing their procedures to ensure they are safe for humans and wildlife, and consistent with the SOP.

#### **Steering group meetings**

Once the Terms of Reference or detail of the steering group's role is finalised, DBCA will determine the most appropriate staff to represent the agency.

In closing, I would like to acknowledge the excellent research work you've done in Mandurah since 2016. Your objectivity and insights have helped strengthen stakeholder relationships in a what is a fascinating and dynamic area of conservation management.

DBCA looks forward to continuing this shared journey with you. Please contact Dr Holly Raudino, Senior Research Scientist (Marine Fauna), on 9724 6177 or via [holly.raudino@dbca.wa.gov.au](mailto:holly.raudino@dbca.wa.gov.au) if you have any further queries.

Yours sincerely



Dr Margaret Byrne  
Executive Director, Biodiversity and Conservation Science  
Department of Biodiversity and Conservation Science

24 August 2023

# Mandurah Dolphin Research Partnership



October 2023

**Contact:**

Dr Krista Nicholson  
Centre for Sustainable Aquatic Ecosystems  
Harry Butler Institute  
Murdoch University  
WA 6150, Australia



## **Partnership**

This document details the Mandurah dolphin research partnership between Murdoch University, City of Mandurah and the Department of Biodiversity, Conservation and Attractions (DBCA). Other important stakeholders, and funding partners, include the Peel Development Commission, the Peel-Harvey Catchment Council, Visit Mandurah and the Mandurah Volunteer Dolphin Rescue Group.

## **Background**

Mandurah Dolphin Research Project was established in 2016 to conduct a population assessment for dolphins occupying the Peel-Harvey Estuary. The assessment showed that a socially and spatially distinct community of approximately 90 dolphins reside in the estuary and depend on it for resources (Nicholson et al., 2021b). This dolphin community occupies an apex predator role and removes an estimated minimum of 200,000 kg of finfish from the system annually (Nicholson et al., 2021a). As such, they are now recognized as part of the ecological character of the Ramsar-listed Peel-Yalgorup wetland system (PHCC, 2019).

The estuarine dolphin community is considered stable, albeit with a slightly negative population growth rate that makes it vulnerable to threats (Nicholson et al., 2023), one of which is mortality due to live stranding events that are prevalent in this community. To maintain the dolphin community at its current size, mortality of adult females should be reduced by 10%. One way to help meet this management goal is to effectively manage live stranding events to ensure healthy individuals are not lost. Further, to ensure management action is triggered appropriately, the dolphin population requires monitoring for any changes in demographic parameters such as mortality and reproduction.

To appropriately manage the dolphin community as part of the Peel-Yalgorup wetland, the proposed research aims to

- 1) evaluate the dolphins' contribution to ecosystem benefits and services as required by the Ramsar convention,
- 2) monitor the dolphin community for any changes that may impact the described ecological character of the wetland, and
- 3) evaluate the possibility of a collaborative response strategy to local dolphin incidents to ensure a state of preparedness is maintained in Mandurah .

## Evaluating dolphins' contribution to ecosystem benefits and services

Beyond their ecological value, dolphins are widely recognized as contributors to ecosystem benefits and services to humans. For example, dolphins provide economic benefits contributing to the tourism industry through dolphin watching tours (e.g., Hoyt, 1992; Higham et al., 2014), they contribute to the aesthetic value of the environment by promoting human wellbeing through tangible and perceived contact (e.g., Yerbury and Boyd, 2018) and function as a charismatic engagement tool for nature education and conservation efforts (e.g., Orams, 1997). As such, dolphins' value may exceed their ecological function in an ecosystem.

Based on their status as a biological component of the wetland and their involvement in ecosystem processes, dolphins are included in the Ecological Character Description for the Ramsar-listed Peel-Yalgorup wetland system (PHCC, 2019). While it is established that dolphins have an ecological role in the Peel-Harvey Estuary (Nicholson et al., 2021a), it is equally important to evaluate their contribution to ecosystem benefits and services (DEWHA, 2008). In relation to Ramsar-listed wetlands, the benefits and services relevant to dolphins are described under cultural services which encompass recreation and tourism, spiritual and inspirational, and scientific and educational (Table 1). Evaluating the cultural value of dolphins in the Peel-Harvey Estuary will complete the assessment of dolphins as part of the ecological character of the Ramsar-listed Peel-Yalgorup System.

Although one of outcomes of investigating the cultural value of dolphins in the Peel-Harvey Estuary is to provide for their management under the Ramsar framework, it is also important to understand their relative cultural value within the region. As such, this research aims to investigate the cultural value of wildlife in the Peel-Yalgorup wetland and understand the relative value placed on dolphins in relation to other wildlife (e.g., migratory birds) by both residents and visitors to Mandurah.

**Table 1.** Cultural services identified by DEWHA (2008)

| Service                     | Description                                                                                                                                                                       |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Recreation and tourism      | Nature observation<br>Nature-based tourism                                                                                                                                        |
| Spiritual and inspirational | Inspiration<br>Cultural heritage (historical and archaeological)<br>Spiritual and religious significance<br>Sense of place<br>Existence value<br>Appreciation of natural features |
| Scientific and educational  | Educational activities and opportunities<br>Scientific reference area or site<br>Long-term monitoring site<br>Major scientific study site                                         |

### *Methods*

Visitors to the Peel region will be surveyed over the summer months (i.e., December, January and February). Surveys will be conducted using self-completed questionnaires distributed via QR codes and in person at foreshore areas and service establishments in Mandurah (e.g., shops, cafés, restaurants, tour operators, accommodation providers, boat rental companies etc.). While the above data collection will also likely capture residents to Mandurah, residents will be additionally surveyed using a letterbox drop with a reply-paid return envelope, or an option to answer the questionnaire online. The minimum sample size is 400 completed visitor questionnaires and 400 completed resident questionnaires.

The visitor questionnaires will be carefully designed to evaluate cultural value of dolphins and wildlife, and to quantify what proportion of visitors to Mandurah are motivated to visit the region for its wildlife, and more specifically to see the dolphins. Surveys will also include questions on visitor expenditure, which can estimate the economic contribution of the dolphin community to local tourism based on the attributable direct visitor expenditure method.

### **Dolphin community monitoring**

When dolphins were recognized as part of the ecological character of a wetland, they became a feature of monitoring and reporting of changes in the wetland's ecological character (DEWHA 2008). Nicholson et al. (2022) established a demographic baseline for the Peel-Harvey Estuary dolphin community that captures natural variation in community size and structure (i.e., age and sex), as well as reproductive and mortality rates. The dolphin community should be monitored to an extent that allows for annual comparisons in vital rates to this baseline.

Thus, the main goal of monitoring the Peel-Harvey Estuary dolphin community is to detect any changes to the population in a timely manner to ensure adequate management action is triggered. This ensures the dolphin community is maintained at approximately 90 individuals over time. Given the estuary is recognized as a live stranding hotspot in Western Australia (Groom and Coughran 2012), the proposed monitoring will also be a significant contribution to further research into dolphin live stranding behavior. Continuous monitoring will also facilitate 'dolphin updates' to the local community and visitors. Additionally, monitoring will enable narration of life history of different individuals as an engagement and education tool for nature conservation. Images of the dolphins and engagement through different media (e.g., social media, websites, newspapers, television, community events) has the potential to introduce Mandurah and its wildlife to national and international audiences.

## *Methods*

A minimum of three boat-based pre-determined transects will be completed every season (i.e., twelve surveys per year). This study design will also capture the number of coastal individuals that use the entrance channels to the estuary. If this effort does not result in a census (~90% of individuals identified) of the estuarine community each season, additional surveys of the estuary may be conducted. During peak calving season (March to May), additional effort may be conducted to ensure high probability of capture for births to females in the estuarine community. Given the dolphin community has not been systematically surveyed in the last four years, it is anticipated that it will take up to six surveys to establish the current population size and age structure.

Dolphin photo-identification surveys will be conducted using a 5.6 m research vessel. When dolphins are encountered, all individuals in a group are photographed for identification from the unique natural marks on their dorsal fin. Dolphin group location and predominant behavior (i.e., rest, travel, forage, socialize) will also be recorded. Any injuries (e.g., entanglements or sunburn from live stranding) will be photographed and monitored for healing.

After each survey, dolphins will be identified from photographs of the marks on their dorsal fin and recorded in the census. Each individual will be matched against photographs of individuals present in the estuarine community in 2018. Known deceased individuals have been removed from this catalogue. Photographs of individuals born after 2018, and those with significantly changed markings on their dorsal fin, will be sourced from Mandurah Volunteer Dolphin Rescue Group and Mandurah Cruises. Individuals that have not been seen for six months will be considered emigrated from the community or deceased (as per Nicholson et al. 2022). Additionally, analyses estimating the number of dolphins using the estuary (i.e., coastal individuals included) will be conducted seasonally using standard capture-recapture methods.

## **Evaluating the possibility of a collaborative response strategy to local dolphin incidents**

Dolphin live strandings occur frequently, especially in the summer months, in the Peel-Harvey Estuary. The Department of Biodiversity, Conservation and Attractions (DBCA) has attended these incidents since mid-80s (Groom and Coughran, 2012) with assistance often provided by the local community. The Mandurah Volunteer Dolphin Rescue Group has played a significant role in detecting incidents as well as assisting with incident response and monitoring individuals after stranding and/or intervention. In 2016, dedicated dolphin research commenced in Mandurah. This, together with the extension of a citizen science program, Dolphin Watch, to Mandurah in 2017, has increased public awareness and led to increased detection probability for dolphin incidents.



Given the increased public expectation around dolphin incident management in Mandurah, this research evaluates a possibility of developing a collaborative response strategy to local dolphin incidents to ensure a state of preparedness is maintained. For the proposed research to be successful and lead to positive long-term outcomes for dolphin incident management, it is vital that DBCA is involved from the very beginning. The research may include, but not be limited to, the following:

- review of dolphin incidents in the Peel-Harvey Estuary,  
(A publication detailing dolphin fishing line entanglements in Mandurah between 2016 and 2022 has been now published in *Marine Pollution Bulletin*, and a publication detailing live stranding events in the Peel-Harvey Estuary since 1985 is in preparation),
- identification of knowledge gaps and resource needs, and proposal development of a collaborative framework to dolphin incident response in Mandurah.

## Budget

The fundraising efforts for research on Mandurah dolphins will be ongoing with additional funds sought for evaluating traditional ecological knowledge and heritage value of dolphins in the Peel-Harvey Estuary, increasing population monitoring efforts, understanding population genetic structure and dolphin live-stranding behavior that is prevalent in the estuary.

**Table 2.** Budget for funds provisionally confirmed from City of Mandurah, Peel Development Commission, Visit Mandurah and Murdoch University.

| Partner funding               | Year 1          | Year 2          | Year 3          | Total           |
|-------------------------------|-----------------|-----------------|-----------------|-----------------|
| City of Mandurah              | \$20,000        | \$20,000        | \$20,000        | \$60,000        |
| Peel Development Commission   | \$10,000        | \$0             | \$0             | \$10,000        |
| Visit Mandurah                | \$3,500         | \$3,500         | \$3,500         | \$10,500        |
| Peel-Harvey Catchment Council | \$5,000         | \$5,000         | \$5,000         | \$15,000        |
| <b>Minimum total:</b>         | <b>\$38,500</b> | <b>\$28,500</b> | <b>\$28,500</b> | <b>\$95,500</b> |

| Project cost         | Year 1          | Year 2          | Year 3          | Total           |
|----------------------|-----------------|-----------------|-----------------|-----------------|
| ████████████████████ | \$23,003        | \$20,183        | \$20,126        | \$63,312        |
| Equipment            | \$8,000         | \$700           | \$700           | \$10,500        |
| Operation (fuel)     | \$2,000         | \$2,000         | \$2,000         | \$6,000         |
| Operation (other)    | \$4,380         | \$5,380         | \$5,380         | \$15,140        |
| <b>Subtotal</b>      | <b>\$38,483</b> | <b>\$28,263</b> | <b>\$28,206</b> | <b>\$94,952</b> |
| ████████████████████ | ██████          | ██████          | ██████          | ████            |
| <b>Total</b>         | <b>\$38,483</b> | <b>\$28,263</b> | <b>\$28,206</b> | <b>\$94,952</b> |

| <b>Murdoch University contribution</b> | <b>Year 1</b>    | <b>Year 2</b>   | <b>Year 3</b>   | <b>Total</b>            |
|----------------------------------------|------------------|-----------------|-----------------|-------------------------|
|                                        | \$15,000         | \$15,000        | \$15,000        | \$45,000                |
| Research vessel (in-kind)              | \$80,000         | \$0             | \$0             | \$80,000                |
| Research vehicle (in-kind)             | \$10,000         | \$0             | \$0             | \$10,000                |
| <b>Minimum total:</b>                  | <b>\$105,000</b> | <b>\$15,000</b> | <b>\$15,000</b> | <b><u>\$135,000</u></b> |

## References

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- Yerbury, R. M. and Boyd, W. E. (2018). Human–Dolphin Interactions: Relationships, Connections, and the Reinforcement of an Ongoing Nature Relationship. *Anthrozoös*, 31, 443-458.

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|----------|----------------------|--------------------------------------|
| <b>6</b> | <b>SUBJECT:</b>      | Appointment to Committees of Council |
|          | <b>DIRECTOR:</b>     | Business Services                    |
|          | <b>MEETING:</b>      | Council Meeting                      |
|          | <b>MEETING DATE:</b> | 31 October 2023                      |

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## Summary

In accordance with section 5.8 of the *Local Government Act 1995* (the Act), the Council of the City of Mandurah (the City) may establish committees and appointment members accordingly. Membership to committees formed by Council expired on 20 October 2023. Council is now requested to:

- Consider and adopt the powers and duties of the Audit and Risk Committee (Attachment 6.2) and appoint Elected Members to the Committee for two-years, expiring on 24 October 2025;
- Appoint an external independent member to the Audit and Risk Committee for an appointment of two-years, expiring on 24 October 2025 (Confidential Attachment 6.1); and
- Consider and adopt the powers and duties of the Planning and Community Consultation Committee (Attachment 6.4) and appoint Elected Members to the Committee for two-years, expiring on 24 October 2025.

## Disclosure of Interest

N/A.

## Previous Relevant Documentation

- G.12/10/21      14/12/2021      Ordinary Council and Committee Meeting Dates, Committee Meeting Structure 2022
- G.5/10/21      26/10/2021      Appointment to Audit and Risk Committee
- G.12/5/20      26/05/2020      Adopt Audit and Risk Committee terms of reference, SIAP 2020/21-2022/23, amend Internal Audit Charter and manual
- SP.2/10/19      29/12/2019      Membership Powers and Duties of Councils Committees and Council Meeting Schedule 2019
- SP.3/10/19      29/10/2019      Appointment of Elected Members to Advisory Groups, External Agencies, Working Groups and Panels

## Background

At the Council meeting of 29 October 2019, Council resolved to amend the Terms of Reference to enable public attendance. The Committee may close to members of the public, for the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of matters in accordance with Section 5.23 of the *Local Government Act 1995* (Act). Making all committees of Council open to the public is an outcome that demonstrates greater transparency of Council and the City.

## Comment

### Audit and Risk Committee

The Audit and Risk Committee plays a key role in guiding and assisting a local government to fulfil its corporate governance responsibilities, including the functions outlined in regulation 16 of the *Local Government (Audit) Regulations 1996*. The Audit and Risk Committee is a legislative requirement to be established by Council. It is the only committee that is required to be established under the Act and it is to report to Council and provide appropriate advice and recommendations on matters relevant to its Terms of Reference.

The Audit and Risk Committee responsibilities and duties are detailed in the Audit and Risk Committee Terms of Reference (refer *Attachment 6.2*). Amendments (tracked for convenience) is available in *Attachment 6.1*. One of the key amendments is an increase in the number of independent members.

It is recommended that membership of the Audit and Risk Committee is to comprise of seven members, five Elected Members and two external independent members, with up to three deputies. In accordance with section 5.8 of the Act, the minimum number of members required to establish a committee is three or more persons. Council can resolve, by absolute majority, to reduce or increase the number of members to the Audit and Risk Committee at any time.

#### Appointment of external independent member

The City advertised for external Committee member applications for the Audit and Risk Committee in the Mandurah Mail on Wednesday 20 September 2023, the Australian Institute of Company Directors website on 15 September 2023 and on the City's Social Media page and Website.

Eight applications were received, and an initial assessment has been undertaken of the applicant's experience and qualification in any, or all of the following:

- Internal audit; or
- Risk management; or
- Financial management/reporting; and
- Understanding of complexities associated with the local government.

Section 5.100 of the *Local Government Act 1995* expressly provides that a person who is a committee member but is not a council member or an employee is not to be paid a fee for attending any meeting. As such Council is requested to approve the maximum value of \$3,000 per annum for the reimbursement of expenses.

It should be noted however, as part of the Local Government Reform, the *Local Government Amendment Act 2023* introduced provisions to provide for remuneration of allowances and fees for independent committee members. Independent committee members are those committee members who are not council members or local government employees. The *Local Government Regulations Amendment Regulations (No. 2) 2023* provide for reimbursement for committee meeting attendance, however, will not come into effect until 2024 following Salaries and Allowances Tribunal (SAT) fee determination.

Following the determination by SAT, Council will be required to decide whether to apply the fee to the independent committee member as determined by SAT, or an alternative fee if the Council has a set fee within the range determined by SAT for meetings of that type. The West Australian Local Government Association advised that the release of the SAT fee determination could occur at any time during 2024 and that currently there is no expected release date. Although there is no indicative date for the SAT fee determination to come into effect, it will come into effect at some time in 2024 and during the term of the independent committee member.

An internal panel conducted the initial assessment of the applicants and made a recommendation for review by the Chief Executive Officer (CEO). The assessment process is detailed in Confidential Attachment 6.1 and the CEO is recommending that Council appoint Applicant One until 24 October 2025 and Applicant Two until 30 June 2024 following the determination by the Salaries and Allowances Tribunal.

Council should note that that appointment will be subject to the provision of certified copies of the preferred applicants' qualifications.

#### Planning and Community Consultation Committee

The role of the Planning and Community Consultation Committee is to recommend appropriate action to Council on matters of a strategic nature that involve formal public consultation and statutory and strategic

planning matters. The Committee consists of up to 11 members and Council may appoint one or more deputies at any time.

The Planning and Community Consultation Committee responsibilities and duties are detailed in the Planning and Community Consultation Committee Terms of Reference (refer *Attachment 6.4*). Minor amendments (tracked for convenience) is available in *Attachment 6.3*.

## Statutory Environment

Regulation 16 of the *Local Government (Audit) Regulations 1996* states:

*An audit committee has the following functions —*

- (a) *to guide and assist the local government in carrying out —*
  - (i) *its functions under Part 6 of the Act; and*
  - (ii) *its functions relating to other audits and other matters related to financial management;*
- (b) *to guide and assist the local government in carrying out the local government's functions in relation to audits conducted under Part 7 of the Act;*
- (c) *to review a report given to it by the CEO under regulation 17(3) (the **CEO's report**) and is to —*
  - (i) *report to the council the results of that review; and*
  - (ii) *give a copy of the CEO's report to the council;*
- (d) *to monitor and advise the CEO when the CEO is carrying out functions in relation to a review under —*
  - (i) *regulation 17(1); and*
  - (ii) *the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (e) *to support the auditor of the local government to conduct an audit and carry out the auditor's other duties under the Act in respect of the local government;*
- (f) *to oversee the implementation of any action that the local government*
  - (i) *is required to take by section 7.12A(3); and*
  - (ii) *has stated it has taken or intends to take in a report prepared under section 7.12A(4)(a); and*
  - (iii) *has accepted should be taken following receipt of a report of a review conducted under regulation 17(1); and*
  - (iv) *has accepted should be taken following receipt of a report of a review conducted under the Local Government (Financial Management) Regulations 1996 regulation 5(2)(c);*
- (g) *to perform any other function conferred on the audit committee by these regulations or another written law.*

## *Local Government Act 1995*

### *5.100. Payments for certain committee members*

- (1) *A person who is a committee member but who is not a council member or an employee is not to be paid a fee for attending any committee meeting.*
- (2) *Where —*
  - (a) *a local government decides that any person who is a committee member but who is not a council member or an employee is to be reimbursed by the local government for an expense incurred by the person in relation to a matter affecting the local government; and*
  - (b) *a maximum amount for reimbursement of expenses has been determined for the purposes of section 5.98(3)(b), the local government must ensure that the amount reimbursed to that person does not exceed that maximum.*

## Policy Implications

N/A

## Financial Implications

The maximum value of the reimbursement to the external member of the Audit and Risk Committee is proposed to be \$3,000 per annum for the term. Noting that a fee may be resolved at a later date by Council once determined by SAT and Council may consider at this time whether the external membership is to remain at two.

## Risk Analysis

If Council does not form an Audit and Risk Committee the Council would be in contravention of the Act. The Terms of Reference developed for both committees ensure that meetings are conducted in accordance with the *Local Government Act 1995 and Local Government (Administration) Regulations 1996*.

## 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.

## Conclusion

Council are recommended to approve the Audit and Risk Terms of Reference as detailed in Attachment 6.2 and appoint Elected Members and the independent person to the Committee for the term until 24 October 2025.

### NOTE:

Refer ***Attachment 6.1***  
***Attachment 6.2***  
***Attachment 6.3***

***Attachment 6.4***

***Confidential***  
***Attachment 6.1***

**Audit and Risk Committee Terms of Reference (tracked)**  
**Audit and Risk Committee Terms of Reference**  
**Planning and Community Consultation Committee Terms of Reference (tracked)**  
**Planning and Community Consultation Committee Terms of Reference**

**Independent Member Audit and Risk Committee Selection Process**

## RECOMMENDATION

### That Council:

1. **Approve the powers and duties of Council's Audit and Risk Committee as per Attachment 6.2, and appoint the following Elected Members until 24 October 2025:**

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**Deputy Committee Members:**

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2. Appoint \_\_\_\_\_ to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 24 October 2025 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum.
3. Appoint \_\_\_\_\_ to the Audit and Risk Committee as an independent committee member as per Confidential Attachment 6.1 until 30 June 2024 and approve the payment for reimbursement of expenses up to the maximum value of \$3,000 per annum (pro rata).
4. Notes that a further report will be presented to Council to consider the payment of a fee to the independent committee members as determined by the Salaries and Allowances Tribunal.
5. Approve the powers and duties of Council's Planning and Community Consultation Committee as per Attachment 6.4, and appoint the following Elected Members until 24 October 2025:

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**Deputy Committee Members:**

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**\*\*ABSOLUTE MAJORITY REQUIRED\*\***



# Audit and Risk Committee Terms of Reference

## Document Control

| Effective date | Next review due | Amendment Details                                                                                                                                                                          | Prepared by                              | Endorsed by             | Approved by |
|----------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------|-------------|
| October 2019   | October 2021    | Expanded description of Committee function, purpose, membership and role of City staff, plus recognition of the new role of the Office of the Auditor General                              | Manager Governance Services              | Chief Audit Executive   | Council     |
| May 2020       | October 2021    | Removal of the ability for Audit and Risk Committee to approve the appointment of any internal audit service provider.                                                                     | Manager Governance Services              | Chief Audit Executive   | Council     |
| October 2021   | October 2023    | Minor amendments including reference to regulations and Code of Conduct.                                                                                                                   | Manager Governance, Procurement and Land | Chief Audit Executive   | Council     |
| TBA            | October 2025    | <u>reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements</u> | Executive Manager Governance Services    | Chief Executive Officer | Council     |



# 1. Committee's authority and purpose

## Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit and Risk Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

## Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review; and
- Monitor, receive, consider and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results of its review

# 2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;

- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions and ethical accountability;
- Examine reports of the external auditor after receiving a report from the CEO on the matter, and:
  - Determine if any matter raised requires action to be taken by the City;
  - Ensure that appropriate action is taken in respect of those matters; and
  - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis ~~a~~Approve the following:
  - Internal Audit Charter;
  - Internal Audit Manual;
  - Strategic and ~~Operational Internal~~Annual Audit Plans; and
  - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the functions authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters;
- Review the City's annual Compliance Audit Return and report the results of that review to Council; and
- Receive and review ~~biennial—triennial~~ reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance.

### 3. Committee membership

#### Composition

The Committee shall comprise of up to ~~six~~ seven -members, consisting of:

- ~~Five~~ Six Elected Members; and
- One external independent member.

The Council can appoint one or more deputies to the Audit and Risk Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*

- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*

The Council shall appoint one of the ~~five-six~~ Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must declare conflicts of interest in accordance with section 22 of the *Local Government (Model Code of Conduct) Regulations 2021*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of external independent persons will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Understanding of complexities associated with the City of Mandurah.

An external independent member will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

### **Termination of appointment**

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.
- A member's conduct, action or comments bring the City of Mandurah into disrepute.

### **Committee member entitlements**

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent member may apply for a reimbursement of expenses up to the value of \$3,000 per annum.

## **4. Role of City staff**

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be presented to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
  - Obtaining information for the next or future meeting;
  - Preparing a paper for the next or future meeting;
  - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
  - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

## 5. Committee meetings

### **Quorum**

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

### **Attendance by Electronic Means**

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

### **Frequency**

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ten times per year.

### **Agenda**

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

### **Public Attendance at Meetings**

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

### **Voting**

Voting is in accordance with Section 5.21 of the Act.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

### **Reporting**

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

### **Confidentiality**

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



# Audit and Risk Committee Terms of Reference

## Document Control

| Effective date | Next review due | Amendment Details                                                                                                                                                                   | Prepared by                              | Endorsed by             | Approved by |
|----------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------|-------------------------|-------------|
| October 2019   | October 2021    | Expanded description of Committee function, purpose, membership, and role of City staff, plus recognition of the new role of the Office of the Auditor General                      | Manager Governance Services              | Chief Audit Executive   | Council     |
| May 2020       | October 2021    | Removal of the ability for Audit and Risk Committee to approve the appointment of any internal audit service provider.                                                              | Manager Governance Services              | Chief Audit Executive   | Council     |
| October 2021   | October 2023    | Minor amendments including reference to regulations and Code of Conduct.                                                                                                            | Manager Governance, Procurement and Land | Chief Audit Executive   | Council     |
| TBA            | October 2025    | Reviewed to ensure alignment with the Local Government Act 1995, minor amendments to reflect internal terminology, attendance via electronic means and Code of Conduct requirements | Executive Manager Governance Services    | Chief Executive Officer | Council     |

# 1. Committee's authority and purpose

## Authority

In accordance with section 7.1A of the *Local Government Act 1995* (**the Act**), the Council of the City of Mandurah (**the City**) has established an Audit and Risk Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* and the *Local Government (Administration) Regulations 1996*.

As prescribed in Section 16 of the *Local Government (Audit) Regulations 1996*, the Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the Chief Executive Officer (CEO).

The Committee is a formally appointed Committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

## Purpose

The purpose of the Committee is to:

- Provide advice and assistance to Council as to the carrying out of the function of the City in relation to annual audits of the City's financial statements (external audit);
- Monitor and receive reports concerning the development, implementation, and on-going management of a City-wide risk management plan;
- Monitor and receive reports concerning the development, implementation, and on-going management of the City's internal audit function;
- Review the annual Compliance Audit Return and report to Council the results of that review; and
- Monitor, receive, consider, and review reports from the CEO under regulation 17 of the *Local Government (Audit) Regulations 1996* and regulation 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* and report to Council the results.

# 2. Committee's responsibilities

The Committee is to:

- Meet with the City's external auditor at least once in every year and provide a report to Council on the matter discussed and the outcomes of those discussions;
- Support Council in fulfilling its governance and oversight responsibilities in relation to financial reporting, internal control structure, risk management systems, internal and external audit functions, and ethical accountability;

- Examine reports of the external auditor after receiving a report from the CEO on the matter, and;
  - Determine if any matter raised requires action to be taken by the City;
  - Ensure that appropriate action is taken in respect of those matters; and
  - Review the report prepared by the CEO in respect of any matters raised in the report of the external auditor and presenting the report to Council for adoption.
- On an annual basis approve the following:
  - Internal Audit Charter;
  - Internal Audit Manual;
  - Strategic and Annual Audit Plans; and
  - Recommendations arising from internal audit services.
- Review the level of resources allocated to internal audit and the scope of the function's authority;
- Receive and review reports of internal audits, review the extent to which management reacts to matters raised by those internal audits, and monitor the implementation of action plans developed in response to those matters;
- Review the City's annual Compliance Audit Return and report the results of that review to Council; and
- Receive and review triennial reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls, and legislative compliance.

### 3. Committee membership

#### Composition

The Committee shall comprise of up to seven members, consisting of:

- Six Elected Members; and
- One external independent member.

The Council can appoint one or more deputies to the Audit and Risk Committee at any time.

Members of the Committee shall be appointed by Council in accordance with section 7.1A of the Act, which states:

- *The members of the audit committee are to be appointed by the local government and at least 3 of the members, and the majority of the members, are to be council members.*
- *A CEO is not to be a member of an audit committee and may not nominate a person to be a member of an audit committee or have a person to represent the CEO as a member of an audit committee.*
- *An employee is not to be a member of an audit committee.*



The Council shall appoint one of the six Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must declare conflicts of interest in accordance with section 22 of the *Local Government (Model Code of Conduct) Regulations 2021*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the Code of Conduct for Elected Members, Committee Members and Candidates.

Appointment of external independent persons will be made following a public advertisement. The evaluation of potential members will be reviewed by the CEO and appointments will be approved by Council on the basis of the potential member's experience and qualifications in any or all of the following:

- Internal audit;
- Risk management;
- Financial management/reporting;
- Understanding of complexities associated with the City of Mandurah.

An external independent member will be a person with no operating responsibilities with the City of Mandurah, nor will that person provide paid services to the City either directly or indirectly.

Any instance where an external member has a commercial interest, or is closely associated with an organisation that has an interest in the business of the City which represents a conflict of interest or pecuniary interest, or there is a risk or perception of conflict of interest, should be declared to the CEO before or at the relevant Committee meeting.

### **Termination of appointment**

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's Code of Conduct for Elected Members, Committee Members and Candidates or a serious contravention of the Act.
- A member's conduct, action or comments bring the City of Mandurah into disrepute.

### **Committee member entitlements**

All Committee members will be provided with appropriate training and professional development to be determined by the Committee and provided that adequate funds are available in the City of Mandurah budget for this purpose.

External independent member may apply for a reimbursement of expenses up to the value of \$3,000 per annum.

## 4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- CEO;
- Executive Leadership Team;
- Chief Audit Executive (CAE) (or some other person as determined by the CEO to act as the CAE);
- Executive Manager Governance Services; and
- Representative of the Office of the Auditor General.

The Internal Auditor will be invited to present reports as and when required by the Committee. Internal audit services providers or specialists may be presented to present to the Committee as required.

Other staff may be invited to attend meetings to discuss specific issues or reviews as and when required.

Such attendees may take part in the discussions and business of the meetings but have no voting rights.

A Minute Officer will be appointed by the CEO to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
  - Obtaining information for the next or future meeting;
  - Preparing a paper for the next or future meeting;
  - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
  - Promulgating decisions e.g., reporting, providing, or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, Committee Members and Committee users on Committee policy and process matters; and
- (e) Maintaining appropriate Committee records in an accessible form.

## 5. Committee meetings

### **Quorum**

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

### **Attendance by Electronic Means**

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

### **Frequency**

Meetings will be scheduled where necessary to allow the Committee to discharge its functions up to ten times per year.

### **Agenda**

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

### **Public Attendance at Meetings**

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

### **Voting**

Voting is in accordance with Section 5.21 of the Act.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next Committee meeting.

### **Reporting**

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

### **Confidentiality**

All Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Committee will be disclosed to unauthorised persons.



# Planning and Community Consultation Committee Terms of Reference

## Document Control

| Effective date | Next review due | Amendment Details                                                                                                                                 | Prepared by                                  | Endorsed by             | Approved by |
|----------------|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------|-------------|
| 24/11/2021     | 24/11/2022      | Establishment of Terms of Reference                                                                                                               | Manager Governance, Procurement and Property | Chief Executive Officer | Council     |
| 24/04/2022     | 24/11/2022      | Amendment to Clause 3: Increase to the composition from nine up to 11.                                                                            | Manager Governance, Procurement and Property | Chief Executive Officer | Council     |
|                | October 2025    | <a href="#">Reviewed to ensure alignment with the Local Government Act 1995, attendance via electronic means and Code of Conduct requirements</a> | Executive Manager Governance Services        |                         |             |

# 1. Committee's authority and purpose

## Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

The Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the [Chief Executive Officer \(CEO\)](#).

The Committee is a formally appointed committee of the Council and is responsible to the Council. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility and does not have any delegated financial responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

## Purpose

The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

# 2. Committee's responsibilities

The Committee is to recommend appropriate action to Council on matters dealing with:

1. Matters of a strategic nature that involve formal public consultation.
2. Strategic town planning matters.
3. Land development matters.
4. Other matters referred by Council or the CEO.

# 3. Committee membership

## Composition

The Committee shall comprise of up to 11 Elected Members. The Council can appoint one or more deputies to the Committee at any time.

The Committee shall appoint one of the 11 Elected Members as Committee Chairperson.

The tenure of members' appointment to the Committee must be compliant with Section 5.11 of the Act, being up to two years, terminating on the day of the Ordinary Council elections, at which time all Elected Members will be eligible for reappointment.

Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the *Code of Conduct for Elected Members, Committee Members and Candidates*.

### Termination of appointment

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's *Code of Conduct for Elected Members, Committee Members and Candidates* or a serious contravention of the Act.
- The member's conduct, action or comments bring the City of Mandurah into disrepute.

### Committee member entitlements

All Committee members will be provided with appropriate training and professional development to be determined by the Committee, provided that adequate funds are available in the City of Mandurah budget for this purpose.

## 4. Role of City staff

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- Chief Executive Officer;
- Executive Leadership Team; and
- ~~Manager Governance, Procurement and Property.~~ [Executive Manager Governance Services.](#)

Other staff may be invited to attend meetings to discuss specific issues as and when required.

Such attendees may take part in the discussions and business of the meetings, but have no voting rights.

A Minute Officer will be appointed by the Chief Executive Officer to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
- (b) Taking action to implement Committee decisions as guided by the City's Governance section in relation to:
  - Obtaining information for the next or future meeting;
  - Preparing a paper for the next or future meeting;
  - Coordinating relevant staff of the City to provide advice at the next or a future meeting;
  - Promulgating decisions e.g. reporting, providing or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, committee members and committee users on Committee policy and process matters; and
- (e) Maintaining appropriate committee records in an accessible form.

## 5. Committee meetings

### **Quorum**

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

### **Attendance by Electronic Means**

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

### **Frequency**

Meetings will be held when required.

### **Agenda**

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

### **Public Attendance at Meetings**

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

### **Voting**

Voting is in accordance with Section 5.21 of the Act.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next committee meeting.

### **Reporting**

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

### **Confidentiality**

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# Planning and Community Consultation Committee Terms of Reference

## Document Control

| Effective date | Next review due | Amendment Details                                                                                                                         | Prepared by                                  | Endorsed by             | Approved by |
|----------------|-----------------|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|-------------------------|-------------|
| 24/11/2021     | 24/11/2022      | Establishment of Terms of Reference                                                                                                       | Manager Governance, Procurement and Property | Chief Executive Officer | Council     |
| 24/04/2022     | 24/11/2022      | Amendment to Clause 3: Increase to the composition from nine up to 11.                                                                    | Manager Governance, Procurement and Property | Chief Executive Officer | Council     |
|                | October 2025    | Reviewed to ensure alignment with the <i>Local Government Act 1995</i> , attendance via electronic means and Code of Conduct requirements | Executive Manager Governance Services        |                         |             |



# 1. Committee's authority and purpose

## Authority

In accordance with section 5.8 of the *Local Government Act 1995 (the Act)*, the Council of the City of Mandurah (**the City**) has established a Planning and Community Consultation Committee (**the Committee**). The Committee will operate in accordance with all relevant provisions of the Act and the *Local Government (Administration) Regulations 1996*.

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The purpose of the Committee is to recommend appropriate action to Council on matters that are of significance to or have a broader impact on the community.

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Committee members who are Elected Members must make a disclosure of interest in accordance with section 22 of the *Code of Conduct for Elected Members, Committee Members and Candidates*, in a written notice given to the CEO before the meeting or at the meeting immediately before the matter is discussed.

All members of the Committee are bound by the *Code of Conduct for Elected Members, Committee Members and Candidates*.

### **Termination of appointment**

Council may terminate the appointment of any member prior to the expiry of their term, if:

- The Committee Chairperson considers that the member is not making a positive contribution to the Committee.
- The member is found to be in breach of the Council's *Code of Conduct for Elected Members, Committee Members and Candidates* or a serious contravention of the Act.
- The member's conduct, action or comments bring the City of Mandurah into disrepute.

### **Committee member entitlements**

All Committee members will be provided with appropriate training and professional development to be determined by the Committee, provided that adequate funds are available in the City of Mandurah budget for this purpose.

## **4. Role of City staff**

The following will be issued with a standing invitation to attend Committee meetings, in order to provide advice and guidance to the Committee:

- Chief Executive Officer;
- Executive Leadership Team; and
- Executive Manager Governance Services.

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Such attendees may take part in the discussions and business of the meetings but have no voting rights.

A Minute Officer will be appointed by the Chief Executive Officer to assist the Committee as follows:

- (a) Arranging meetings, preparing agendas, preparing minutes;
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  - Obtaining information for the next or future meeting.
  - Preparing a paper for the next or future meeting.
  - Coordinating relevant staff of the City to provide advice at the next or a future meeting.
  - Promulgating decisions e.g., reporting, providing, or seeking advice on significant correspondence of all kinds.
- (c) Preparing background notes;
- (d) Providing advice to the Chairperson, committee members and committee users on Committee policy and process matters; and
- (e) Maintaining appropriate committee records in an accessible form.

## 5. Committee meetings

### **Quorum**

As prescribed by Section 5.19 of the Act, the quorum for Committee meetings shall be at least 50% of the number of offices of the Committee (whether vacant or not).

In the Chairperson's absence, Committee members who are present will select a Chairperson for that particular meeting.

### **Attendance by Electronic Means**

Committee members may be authorised to attend meetings by electronic means. Attendance by electronic means must be in accordance with regulation 14 (c) of the *Local Government (Administration) Regulations 1996*.

### **Frequency**

Meetings will be held when required.

### **Agenda**

An agenda will be distributed at least 72 hours prior to the meeting, along with the minutes of the previous meeting, reports and other attachments or information to be addressed.

### **Public Attendance at Meetings**

The Committee meeting will be open to the public.

In accordance with Section 5.23 of the Act, the Committee may close to members of the public the meeting or part of the meeting, if the meeting or the part of the meeting deals with a number of aspects as defined by Section 5.23 of the Act.

### **Voting**

Voting is in accordance with Section 5.21 of the Act.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Officer, and minutes shall be approved by the Committee at the next committee meeting.

### **Reporting**

Recommendations of each Committee meeting shall be presented to the next ordinary meeting of the Council.

### **Confidentiality**

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|   |                      |                                                                                                                             |
|---|----------------------|-----------------------------------------------------------------------------------------------------------------------------|
| 7 | <b>SUBJECT:</b>      | Consideration of an Objection to a Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 |
|   | <b>DIRECTOR:</b>     | Director Built and Natural Environment                                                                                      |
|   | <b>MEETING:</b>      | Council Meeting                                                                                                             |
|   | <b>MEETING DATE:</b> | 31 October 2023                                                                                                             |

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## Summary

A Section 14.5 Notice to Remove Thing Unlawfully Placed on Thoroughfare under the *City of Mandurah Local Government Property and Public Places Local Law 2016* was issued to the property owner. The notice required the removal of private structures that had been constructed on the verge within the road reserve (road verge). The property owners have not complied with the notice and subsequently, lodged an objection through a Form 4 - Objection under Section 9.5 of the *Local Government Act 1995* (the Act).

Pursuant to the Act, the objection must be considered by Council with details provided within the **Confidential Attachments**.

Following consideration of the objection, Council is requested to uphold the notice and authorise City officers to enforce the removal of the private structures from the road verge.

It should be noted that should Council elect to uphold the notice to remove the private structures the property owner will have the right to appeal to the State Administrative Tribunal.

## Disclosure of Interest

NA

## Location

Refer to **Confidential Attachment 7.1**

## Background

Local Government Property and Public Places Local Law 2016, Part 7 – Activities in Public Places Division 1 – General states:

General prohibitions

Subject to this local law, a person shall not –

7.1 (d) place, allow to be placed or allowed to remain on a thoroughfare or verge anything that results in a hazard for any person using the thoroughfare or verge.

Following an anonymous report on 31 March 2022, City officers investigated the construction of private structures within the road reserve. A limestone brick raised garden bed with a picket fence (west side of the property) and a limestone brick wall (on the eastern side) were observed as having been constructed partially within private property and partially within the road verge.

The private structures directly abut the public footpath and are placed over several utility services including gas, power, sewer and water services.

The private structures are considered to present a hazard to users within the road reservation, in particular, people using the public footpath. Hazards include potential collisions, trips and falls. City officers wrote to the property owners requesting the removal of the private structures, however, the matter remained unresolved. Subsequently, City officers issued a Section 14.5 Notice to Remove Thing Unlawfully Placed

on Thoroughfare under the *City of Mandurah Local Government Property and Public Places Local Law 2016* (Notice), on 22 August 2023 (**refer to Confidential Attachment 7.2**).

The notice provided the property owners with three weeks to address the matter. The notice also included information on how to apply for a review of the notice including directly to the Council of the City of Mandurah or to the State Administrative Tribunal. At the request of the property owners, City officers extended the deadline to allow time for them to consider making an objection. An objection was then lodged by the property owners through a Form 4 – Objection Under Section 9.5 of the Act.

## Comment

Details of the objection and related City officer consideration is outlined below.

### The Objection

The property owners have lodged an objection to the notice through a Form 4 – Objection under Section 9.5 of the *Local Government Act 1995* (**refer to Confidential Attachment 7.3**).

The property owners have also submitted a personal appeal to the City to allow the structures to remain within the road verge (**refer to Confidential Attachment 7.4**). The appeal notes that they were not aware that they were not permitted to build a garden bed on the road verge, that the slope of the road verge is an issue with washout and that the garden bed is an attractive addition to the road verge and that they maintain the road verge to a high standard.

### City Officer Consideration of the Objection

Notwithstanding the information provided by the property owners with respect to their objection, City officers consider that the private structures present a hazard to users of the road reservation, in particular, people using the public footpath. Hazards include potential collisions, trips and falls.

City officers have sought further advice from the City's insurer, being the Local Government Insurance Scheme (LGIS). In summary, LGIS has confirmed that the City would be exposed to a level of liability if it allowed the non-compliant road verge structure to remain. The following points were also raised by LGIS:

- The City is ultimately responsible for the road verge.
- The City has a statutory power to take action in relation to the non-compliant road verge structure (ie. enforcing the Work Order).
- If the City allowed the non-compliant road verge structure to remain, it would be assuming, at law, some form of control or responsibility for the structure.
- If any incident occurred and a third party suffered personal injury or property damage, the City would be exposed to, at least, in some proportion of liability with the property owner.
- Ultimately, it would depend upon the circumstances of the incident and the allegations made as to whether the structure constituted a 'hazard' or risk of causing harm.

City officers also intend to issue a notice to the property owners the neighbouring property to remove the brick wall constructed on the road verge adjacent to the garden bed. It is considered that the property owners could remove the private structures from the road reserve and reconstruct appropriate private structures within their respective properties. City officers will encourage the neighbouring properties to work together to achieve an acceptable solution.

For the reasons outlined above, City officers request that Council upholds the notice and authorises City officers to enforce the removal of the private structures from the road verge.

Photographs of the subject private structures are provided (**refer Confidential Attachment 7.1**).

## Consultation

Correspondence has been sent to the relevant property owners to request that they remove the private structures from the road verge. City officers have also met with the property owners, on site, to discuss the matter.

The City's insurer, LGIS, has also been consulted with in respect to the liability and insurance issues of allowing the structures to remain.

At the time of the agenda being issued, City officers have not received comments back from the service providers. Any responses received, will be provided at the Council meeting.

## Statutory Environment

### Local Government Act 1995

*Local Government Act 1995* directs how an objection to a decision may be lodged and how to deal with an objection. The objection was lodged as per the requirement in section 9.5 of the Act which states:

#### 9.5. Objection may be lodged

- 1) An affected person may object to a decision if the person has not applied under this Division for a review of the decision.
- 2) The objection is made by preparing it in the prescribed form and lodging it with the local government in the prescribed manner within 28 days after the right of objection arose [ie. within 28 days after the decision], or within such further time as the local government may allow.

#### 9.6. Dealing with objection

- 1) The objection is to be dealt with by the council of the local government or by a committee authorised by the council to deal with it.
- 2) A committee cannot deal with an objection against a decision that it made or a decision that the council made.
- 3) The person who made the objection is to be given a reasonable opportunity to make submissions on how to dispose of the objection.
- 4) The objection may be disposed of by —
  - a) dismissing the objection; or
  - b) varying the decision objected to; or
  - c) revoking the decision objected to, with or without —
    - (i) substituting for it another decision; or
    - (ii) referring the matter, with or without directions, for another decision by a committee or person whose function it is to make such a decision.
- 5) The local government is to ensure that the person who made the objection is given notice in writing of how it has been decided to dispose of the objection and the reasons for disposing of it in that way.

#### 9.7. Review

- (2) If the person lodged an objection and has been given notice in writing of how it has been decided to dispose of the objection, the person may apply to the State Administrative Tribunal for a review of the decision on the objection.

### Local Government (Functions and General) Regulations 1996

*The Local Government (Functions and General) Regulations 1996* [reg.33(1)] references section 9.5 of the *Local Government Act 1995*.

33. Objections to decisions, form of etc. prescribed (Act s. 9.5).

- 1) The form in which an objection may be made under section 9.5 of the Act is the form set out in Form 4 in Schedule 1.
- 2) The manner in which the objection may, within the time permitted by section 9.5 of the Act, be lodged with the local government is by giving a copy of it to the CEO.

### Local Government Property and Public Places Local Law 2016

Local Government Property and Public Places Local Law 2016 outlines the general prohibitions on activities in public places. Specific to this objection is Part 7.1 (d).

Part 7 – Activities in Public Places Division 1 – General states:

General prohibitions

Subject to this local law, a person shall not –

7.1 (d) place, allow to be placed or allowed to remain on a thoroughfare or verge anything that results in a hazard for any person using the thoroughfare or verge.

### **Strategic Implications**

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

#### Social:

- Promote safety within the community through urban design.

#### Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices.

### **Conclusion**

A notice to remove private structures within the road verge was issued to the property owners. The private structures are located within the road verge and are considered to present a hazard to users of the road reserve. Should the private structures be allowed to remain, the City would be assuming a level of responsibility for the structures and exposure to liability should any incident occur, and a third party suffer personal injury or property damage as a result of the presence of the structures.

NOTE:

|       |                                           |                                                  |
|-------|-------------------------------------------|--------------------------------------------------|
| Refer | <b><i>Confidential Attachment 7.1</i></b> | <b><i>Location and Images.</i></b>               |
|       | <b><i>Confidential Attachment 7.2</i></b> | <b><i>Property and Public Places Notice.</i></b> |
|       | <b><i>Confidential Attachment 7.3</i></b> | <b><i>Form 4 Objection.</i></b>                  |
|       | <b><i>Confidential Attachment 7.4</i></b> | <b><i>Appeal to Council.</i></b>                 |

### **RECOMMENDATION**

**That Council:**

1. **Having considered the Form 4 – Objection, dismisses the objection and upholds the Section 14.5 Notice under the Local Government Property and Public Places Local Law 2016 and authorises City officers to enforce the removal of the private structures from the road verge; and**

- 2. Requests that City officers write to the property owners to advise them of item 1 above.**



---

|   |                      |                                             |
|---|----------------------|---------------------------------------------|
| 8 | <b>SUBJECT:</b>      | Elected Member Appointments and Nominations |
|   | <b>DIRECTOR:</b>     | Business Services                           |
|   | <b>MEETING:</b>      | Council Meeting                             |
|   | <b>MEETING DATE:</b> | 31 October 2023                             |

---

## Summary

Appointments to advisory groups established by Council, external agencies, working groups and panels where Council has representation, expired on the Local Government Election Day, Saturday 21 October 2023.

Council is requested to consider appointments in two parts. At this meeting, Elected Members are requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement and to external organisations where nominations have been requested or representation by Council is required for a term of two-years (expiring 24 October 2025) and nomination to the Australia Day Awards Selection Panel. Council is also requested to endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*).

At the Ordinary Council Meeting of 28 November 2023, Council will be requested to consider the Terms of Reference for Council's Advisory Groups and the appointment of Elected Members. Elected Members will be invited to participate in a workshop prior to this meeting to enable strategic discussion relating to the purpose of the groups and the role of Elected Member representation.

## Disclosure of Interest

N/A.

## Previous Relevant Documentation

- |              |            |                                             |
|--------------|------------|---------------------------------------------|
| • G.4/10/21  | 26/10/2021 | Elected Member Appointments and Nominations |
| • G.13/11/21 | 23/11/2021 | Appointment to Groups                       |

## Background

Appointments to advisory groups, external agencies, working groups and panels expire at the time of an ordinary local government election, the most recent being the 21 October 2023. Following the most recent election, the appointment of Elected Members to these groups for terms of two-years requires Council consideration and endorsement.

## Comment

A brief overview of the City officer recommendation proposed to Council is provided below:

Recommendation One: Approve the Elected Member appointment to Advisory Committees established under legislation for a term of two-years, expiring 24 October 2025.

The following committees are established under other legislation and therefore require Elected Member representation:

- Mandurah Local Emergency Management Advisory Committee (established under the *Emergency Management Act 2005*).
- Mandurah Bush Fire Advisory Committee (established under the *Bush Fires Act 1954*).

Recommendation Two: Adoption of Mandurah Bush Fire Advisory Committee Terms of Reference.

In accordance with Section 67 of the *Bush Fires Act 1954*, local governments are required to develop a terms of reference for the Bush Fire Advisory Committees. Council is requested to adopt the City of Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*).

Recommendation Three: Nominate Elected Members for consideration of appointment for a term as specified by the Minister for Planning.

Development Assessment Panels

Correspondence has been received from the Director General, Department of Planning, Lands and Heritage requesting the nomination of replacement members for appointment by the Minister for Planning.

The Development Assessment Panel (DAP) is an independent decision-making body comprised of technical experts and elected local government representatives. These panels determine development applications made under local and region planning schemes. DAPs become the decision maker in two circumstances: when a development has an estimated cost of development above two million dollars and where the applicant chooses this option. Where the estimated cost of development is ten million dollars or more, it is mandatory.

The City is a member of the Metro Outer Joint Development Assessment Panel which comprises of five members, being three specialist members and two local members. All current local government DAP member terms will end on the 26 January 2024. To participate on the DAP, members are required to undertake training. Council members who have recently completed training include Mayor Rhys William, Deputy Mayor Caroline Knight and Councillors Peter Rogers and Jenny Green.

Under regulation 24 of the *Planning and Development (Development Assessment Panels) Regulations 2011*, the City is requested to nominate two Elected Members and two alternates to sit as DAP members by 24 November 2023. Once nominations are received, the Minister will appoint local government DAP members for the term ending 26 January 2026.

The following remuneration is in accordance with Schedule 2 — Fees for DAP Members of the *Planning and Development (Development Assessment Panels) Regulations 2011*:

|                                                                             |       |
|-----------------------------------------------------------------------------|-------|
| Presiding member per meeting to determine development applications          | \$700 |
| Any other member per meeting to determine development applications          | \$425 |
| Presiding member to determine applications to amend or cancel determination | \$200 |
| Other member to determine applications to amend or cancel Determination     | \$100 |
| Presiding member attending proceeding in State Administrative Tribunal      | \$700 |
| Other member attending proceeding in State Administrative Tribunal          | \$425 |
| Training for DAP members                                                    | \$400 |
| Re-training for DAP members                                                 | \$200 |
| Presiding member to determine dispute as to compliance with notice          | \$200 |

Recommendation Four: Rivers Regional Council

The two Elected Members who are selected to the Rivers Regional Council (RRC) will be remunerated while RRC is in operation. The City has been advised that RRC is in the process of winding up and this process should be completed by March 2024.

The Rivers Regional Council current sitting fees are set out below:

|                   |                          |
|-------------------|--------------------------|
| Chairman          | \$5,150.00 (per quarter) |
| Deputy Chairman   | \$2,575.00 (per quarter) |
| Councillors       | \$1,931.25 (per quarter) |
| Deputy Councillor | \$ 200.00 (per meeting)  |

Mileage paid at 0.89 cents per kilometre and it can be claimed when travelling to and from meetings, or attending to any other Council business.

#### Recommendation Five: Western Australian Local Government Association Zones

The City of Mandurah received correspondence from the Western Australian Local Government Association (WALGA) requesting nominations for Elected Member delegates and deputy delegates to the WALGA Zones. Western Australian local governments are convened together in 17 zones on the basis of population, commonalities of interest and geographical alignment, with the City of Mandurah being part of the WALGA Peel Country Zone.

Further information on becoming a Zone delegate or State Councillor is provided in the Elected Member Prospectus (refer *Attachment 8.2*). Nominations must be lodged with WALGA by 3 November 2023.

Recommendation Six: Approve the Elected Member nominations for consideration by external agencies for a period of two-years, expiring on 24 October 2025.

Council is requested to put forward Elected Member nominations for consideration by the below external agencies. Elected Members should be aware that appointment to these external agencies is not automatic:

- Peel-Harvey Catchment Council (one nomination)
- Australian Coastal Council Association (one nomination)

#### Peel-Harvey Catchment Council

Correspondence was received from the Chief Executive Officer of the Peel-Harvey Catchment Council (PHCC) calling for nominations for local government representation on the PHCC. The appointments are for a period of two years, expiring on the 24 October 2025.

The PHCC will assess nominations and make their determination and endorsement at the PHCC December meeting. Refer to the PHCC Local Government Representative Form (refer *Attachment 8.3*) which sets out the qualifications required and further information on the PHCC Strategic Directions. The nominations are required to be submitted to PHCC by 16 November 2023.

#### Australian Coastal Council Association

The Australian Coastal Council Association (ACCA) contacted the City of Mandurah requesting nominations for representatives to the association's committee of management. The committee consists of two elected representatives from member local governments in each State for a term of two-years.

As a current financial member, the City of Mandurah is permitted to submit one nomination. Under the rules of the organisation only one nomination will be accepted from a local government member for election to the committee, and must be lodged by 10 November 2023. In the event that more than two nominations are received in any State, a ballot of members in that State will be held.

#### Recommendation Seven: Australia Day Selection Panel

Council is also requested to nominate up to five Elected Members to the Australia Day Awards Selection Panel.

#### Appointment of the Council Advisory Committees and other groups and panels

A Council workshop will be held in November 2023 to enable new and existing Elected Members to further consider whether Elected Member representation is required on the Council's Advisory Groups and other working groups and panels.

At the Council Meeting on 28 November 2023, Council will be requested to adopt the Terms of Reference for the following advisory groups:

- Access and Inclusion Advisory Group
- Mandurah Environmental Advisory Group
- Mandurah Community Museum Advisory Group
- Youth Advisory Group

At the Council Meeting of 22 August 2023, Council extended the membership to all members of the groups until 31 January 2024. Following Councils review of the Terms of Reference the advertising process will commence with a further report being presented to Council.

## **Statutory Environment**

Council is requested to note that all appointments to advisory groups, external agencies, working groups and panels do not bind the Council to any decision that is made by that advisory group, external agency, working group or panel. They are not a committee of Council and do not have any authority to make any Council decision. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Relevant legislation includes:

*Local Government Act 1995*  
*Emergency Management Act 2005*  
*Bush Fires Act 1954*

## **Policy Implications**

N/A

## **Financial Implications**

Elected Members will be remunerated for certain external board appointments by external authorities, and these are listed within the relevant area in the report. All other representation is part of the role of an Elected Member and have minor financial implications (reimbursement of travel expenses).

## **Risk Analysis**

Council would be in contravention of the *Emergency Management Act 2005* and/or the *Bush Fires Act 1954* without representation of Elected Member(s) on the Local Emergency Management Advisory Committee and the Bush Fire Advisory Committee.

## **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.
- Listen to and engage with our community in the decision-making process.
- 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

Council is requested to consider the appointment of Elected Members to advisory groups where there is a statutory requirement, for a term of two-years; endorse the Mandurah Bush Fire Advisory Committee Terms of Reference (refer *Attachment 8.1*); to external organisations where nominations have been requested or representation by Council is required; and to the Australia Day Awards Selection Panel.

### NOTE:

- Refer ***Attachment 8.1 City of Mandurah Bush Fire Advisory Committee Terms of Reference***  
***Attachment 8.2 WALGA Elected Member Prospectus***  
***Attachment 8.3 Peel Harvey Catchment Council Local Government Representative Form and Strategic Directions***

## RECOMMENDATION

### That Council:

1. Approve the Elected Member appointments to Advisory Committees established under legislation for a term of two-years, expiring 24 October 2025:
  - 1.1 Mandurah Local Emergency Management Advisory Committee  
Deputy: \_\_\_\_\_
  - 1.2 Mandurah Bush Fire Advisory Committee  
Deputy: \_\_\_\_\_
2. Adopt the Mandurah Bush Fire Advisory Committee Terms of Reference as detailed in Attachment 8.1.\*
3. Nominate Elected Members for consideration for appointment for a term as specified by the relevant Minister:
  - 3.1 Nominate the Elected Members for consideration by the Minister of Planning for the appointment on the Metro Outer Joint Development Assessment Panel:  
Local Member 1 \_\_\_\_\_  
Local Member 2 \_\_\_\_\_  
Alternate 1 \_\_\_\_\_  
Alternate 2 \_\_\_\_\_
4. Approve the Elected Member appointments to Rivers Regional Council until such time that Rivers Regional is wound up:  
Deputy: \_\_\_\_\_  
Deputy: \_\_\_\_\_
5. Approve the Elected Member appointments to the Western Australian Local Government Authority: Peel Country Zone for a term of two-years, expiring 24 October 2025:  
Mayor Rhys Williams  
Deputy: \_\_\_\_\_  
Deputy: \_\_\_\_\_

6. Approve the Elected Member nominations for consideration for appointment by external agencies for a term of two-years, expiring 24 October 2025:

5.1 Peel-Harvey Catchment Council (local government coastal representatives)

\_\_\_\_\_

5.2 Australian Coastal Council Association

\_\_\_\_\_

7. Approve the appointment to the Australia Day Awards Selection Panel for a term expiring 24 October 2025:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

**\*\*ABSOLUTE MAJORITY REQUIRED\*\***



# Bush Fires Advisory Committee

## Terms of Reference

### Document Control

| Effective date | Next review due | Amendment Details                                                                                                                                                                                                                                      | Prepared by                               | Endorsed by                | Approved by       |
|----------------|-----------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------|----------------------------|-------------------|
| October 2019   | October 2021    | Review of the Terms of Reference                                                                                                                                                                                                                       |                                           | Director Business Services | Council SP3/10/19 |
| October 2021   | October 2022    | Expanded the description of the Purpose and Objectives of the Advisory Committee; amended and expanded Membership provision; expanded the Quorum provision; expanded the Voting provision; inserted Minutes, Reporting and Confidentiality provisions. | Manager Governance, Procurement and Lands | Director Business Services |                   |
|                | October 2025    |                                                                                                                                                                                                                                                        |                                           |                            |                   |

# 1. Committee's authority and purpose

## Authority

In accordance with section 67 of the *Bush Fires Act 1954* (**Bush Fires Act**) the Council of the City of Mandurah ('**Council**' or '**City**') has established the City of Mandurah Bush Fires Advisory Committee (**Advisory Committee**). The Advisory Committee will operate in accordance with all relevant provisions of the Bush Fires Act.

## Purpose and Objective

The purpose and objective of the Advisory Committee is to:

- provide advice and assistance to Council regarding all matters relating to:
  - a) preventing, controlling and extinguishing bush fires in Mandurah;
  - b) the planning of the layout of fire-breaks in the district;
  - c) prosecutions for breaches of the Bush Fires Act;
  - d) the formation of bush fire brigades and the grouping thereof under group brigade officers; and
  - e) the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control; and
- cooperatively and collaboratively progress bush fire education, prevention, preparedness, response and recovery.

# 2. Advisory Committee's responsibilities

The Advisory Committee is to:

- have a broad understanding of bushfire legislation operating in Western Australia;
- advise the City on policy and guidelines for the effective control and prevention of bushfire; and
- contribute ideas and knowledge toward the development of fire prevention programs and promotional activities.

# 3. Advisory Committee membership

## Composition

The Advisory Committee shall comprise of:

- a) One Elected Member;
- b) One Deputy Elected Member;
- c) The Captain and one Fire Control Officer (or their representative) from the following fire brigades:
  - Mandurah and Southern Districts Volunteer Bush Fire Brigade
  - Mandurah Volunteer Fire and Rescue Service
  - Falcon Volunteer Fire and Rescue Service
- d) The Chief Bush Fire Control Officer or his Deputy
- e) The following Supporting Officers (or the representatives):



- Coordinator, Ranger Services
- Coordinator, Emergency Management
- Department of Fire and Emergency Services District Officer
- Department of Biodiversity, Conservation and Attractions – Parks & Wildlife Officer
- Administration/Minute Taker (no voting rights).

The Advisory Committee shall elect one Committee member to be chairman.

Individual Elected Members appointed to the Advisory Committee have no authority to make Council decisions. Elected Members who are representing Council can only vote and provide advice that is consistent with Council policy or position.

Elected Members must comply with the Code of Conduct for Elected Members, Committee Members and Candidates at all times.

## 4. Appointment and Delegation

The City may at any time appoint such persons as it thinks fit to the Advisory Committee (Section 67 of the Bush Fires Act).

The Chief Executive Officer of the City of Mandurah (**CEO**) may appoint members to the Advisory in accordance with Delegated Authority DA-EMS 02 – *Bush Fires Act 1954*.

## 5. Committee meetings

### **Quorum**

The Quorum for an Advisory Committee meeting (**Committee Meeting**) shall be one more than half the total number of members of the Advisory Committee.

The Advisory Committee shall not transact business at a meeting unless the Quorum is present.

### **Frequency**

Committee Meetings shall be held quarterly, unless otherwise resolved by the Advisory Committee.

### **Voting**

At all Committee Meetings each member, including the Chairperson but excluding the Administration/Minute Taker, shall have one vote only and in the case of equality of votes, the question shall be determined in the negative.

### **Minutes and matters arising**

All meetings shall be minuted by the Minute Taker, and minutes shall be approved by the Advisory Committee at the next Committee Meeting.

### **Reporting**

The Advisory Committee is answerable to the City, and shall, as and when required by the City, report fully on its activities.

**Confidentiality**

All Advisory Committee members will be required to adhere to the City's confidentiality requirements. In particular, no confidential information received or generated by the Advisory Committee will be disclosed to unauthorised persons.

**Declarations of Interest**

Committee Members must declare interests as matter of good governance at the commencement of Committee Meetings.

# **Elected Member Prospectus**

## **Becoming a Zone Delegate or State Councillor**

**2023**

## About WALGA

WALGA is an independent, member-based, not for profit organisation representing and supporting the WA Local Government sector.

Our purpose is to leverage the collective strength and influence of the Local Government sector for the benefit of WA Local Governments and their communities.

### What does WALGA do?

WALGA provides value to Member Local Governments by advocating and facilitating sector solutions and policy, and by delivering member-centric, quality services.

### How does WALGA work?

WALGA employs approximately 100 staff across the areas of:

- Policy, including asset management, community, emergency management, environment, infrastructure, planning, roads and waste;
- Services and advice including governance, industrial relations, procurement, recruitment, supplier panels, tender management, and training for officers and Elected Members; and
- Operational functions including events, finance, human resources, information technology, marketing and media management.

### How is WALGA funded?

A number of components contribute to the WALGA operational budget. As with most member-based organisations, WALGA has an annual Membership fee paid by all Member Local Governments. To ensure fairness, the annual Membership fee is indexed to the size and capacity of each Local Government. It contributes less than 10 per cent of WALGA total turnover.

WALGA secures additional funding through charges to State and Federal departments and agencies for the administration of grants; fee-for-services selected for use by Member Local Governments; and returns from supplier contracts as part of group buying arrangements that guarantee lowest market rates for Members.

## Role of Zones

State Councillors are elected to State Council from one of 17 Zones, which are groupings of Local Governments convened together on the basis of population, commonalities of interest and geographical alignment.

The relationship between State Council and Zones within the Western Australian Local Government Association is a critical one in the political representation of Local Government at the State and Federal levels.

Zones have an integral role in shaping the political and strategic direction of WALGA. Not only are Zones responsible for bringing relevant local and regional issues to the State Council decision making table, they are a key player in developing policy and legislative initiatives for Local Government.

WALGA's Constitution outlines that the functions of Zones are to:

- elect one or more State Councillors;
- consider the State Council agenda;
- provide direction and feedback to their State Councillor; and
- any other function deemed appropriate by the Zone.

Additional activities undertaken by Zones include:

- developing and advocating on positions on regional issues affecting Local Government;
- progressing regional Local Government initiatives;
- identifying relevant issues for action by WALGA;
- networking and information sharing; and
- contributing to policy development through policy forums and other channels.

Zones provide input into State Council's advocacy efforts in two critical ways:

1. by passing resolutions on items contained in the State Council Agenda; and
2. by generating new Agenda items for consideration by State Council.

## Zone Motions

To generate new Agenda items for consideration by State Council, a Zone may pass a resolution requesting that WALGA take action. For example, a Zone motion may request WALGA to investigate an issue, undertake advocacy, or develop policy.

It is best practice that Zone motions are submitted with the backing of a resolution of Council. However, as Zones are self-governing and autonomous, individual Zone Delegates may submit motions for the Zone to consider.

It is recommended that the Zone be advised whether a motion to be considered has been endorsed by Council or has been submitted by an individual Zone Delegate.

## **Role of a Zone Delegate**

Zone Delegates are elected or appointed to represent their Council on the Zone and make decisions on their Council's behalf at the regional level.

In fulfilling their role as Council's representative, the Zone Delegate should give regard to their Council's positions on policy issues.

There is also an expectation that Zone Delegates will report back to their Council about decisions made by the Zone.

## **Role of State Council**

WALGA is governed by a President and a 24-member State Council, elected from the Local Government sector.

Each State Councillor represents a WALGA Zone. There are 5 metropolitan Zones and 12 country Zones. All 139 WA Local Governments are invited to be Members of WALGA and a Zone.

Elected Members are able to nominate to represent their Local Government on their Zone and in turn, through the Zone election process, to represent the Zone on State Council.

State Council's primary role is to govern the successful operation of WALGA and broadly includes:

- Strategy formulation and policy making;
- Development, evaluation and succession of the Chief Executive Officer;
- Monitoring financial management and performance, including the annual budget;
- Monitoring and controlling compliance and organisational performance;
- Ensuring effective identification, assessment and management of risk;
- Promoting ethical and responsible decision making;

- Ensuring effective communication and liaison with members and stakeholders; and;
- Ensuring an effective governance framework and culture.

## **Role of a State Councillor**

State Councillors have ultimate responsibility for the overall successful operations of WALGA.

The principal roles of State Councillors relate to:

- policy positions and issues;
- the strategic direction of WALGA;
- financial operations and solvency; and
- all matters as prescribed by law.

State Councillors, as directors of a board, are required to act consistently in the “best interests of the organisation as a whole”. This effectively means that the duties of a State Councillor are owed to all Member Local Governments.

State Councillors are also expected to be champions for WALGA and for the Local Government sector.

## **Commitment of the Role of State Councillor**

State Councillors are expected to attend State Council meetings, of which there are five ordinary meetings per year. As State Councillors are elected to State Council by their Zone, State Councillors would also be expected to attend and play a prominent role in Zone meetings, including reporting back to their Zone about WALGA’s activities and advocacy.

State Councillors are expected to attend WALGA events and functions and play an active role in representing the Local Government sector, and contributing to policy debates and other forums.

State Council operates a number of internal and external committees and policy forums. There is an expectation that State Councillors play a leading role in serving on State Council’s committees on behalf of WALGA and the Local Government sector.

State Councillors are paid an annual sitting fee and expenses incurred to attend State Council meetings are reimbursable.

## Opportunities for State Councillors

State Councillors, as board members of WALGA, are key leaders in the Local Government sector in Western Australia. Not only do State Councillors represent their community on their Council, they also have the opportunity to represent their region (Zone) and the Local Government sector at the state level.

All State Councillors will be appointed to a Policy Team or the Finance & Services Committee. Policy Teams provide State Councillors with hands-on exposure to development of policy positions and submissions to Government on behalf of the WA Local Government sector. The Chair of the relevant Policy Team will also have the opportunity to attend meetings with Government Ministers to advocate on behalf of Local Government.

## Become Involved

We hope that involvement in your Association – by representing your Council on the Zone, or representing your Zone on State Council – will be an enriching and rewarding experience.

Consider nominating for a position on the Zone or State Council and play a role in shaping policy and advocacy on behalf of Local Government in Western Australia!

## Contacts

Chantelle O'Brien, Governance Support Officer  
(08) 9213 2013 [cobrien@walga.asn.au](mailto:cobrien@walga.asn.au)

Kathy Robertson, Manager Association and Corporate Governance  
(08) 9213 2036 [krobertson@walga.asn.au](mailto:krobertson@walga.asn.au)

Tony Brown, Executive Director Member Services  
(08) 9213 2051 [tbrown@walga.asn.au](mailto:tbrown@walga.asn.au)



Enquiries: Jane O'Malley  
Our Ref: 094\_2023\_10\_09\_VB  
File No: BO\_M\_100 v4



17 October 2021

Casey Mihovilovich  
Chief Executive Officer  
City of Mandurah  
PO Box 210  
Mandurah WA 6210  
Via email: [council@mandurah.wa.gov.au](mailto:council@mandurah.wa.gov.au)

Dear Casey

**Call for Nomination for Local Government Representation (Coastal) on the Peel-Harvey Catchment Council – closes 10am Thursday 16 November 2023**

On completion of the October Local Government elections, the Peel-Harvey Catchment Council (PHCC) invites you to nominate one of your Elected Members to be a Member or Proxy Member of the PHCC Board. Following receipt, all applications will be considered by an independent panel which makes recommendations on appointment to the PHCC. A determination on the successful applicant is then made and endorsed by the PHCC Board during the December Board Meeting. The successful applicant will become the Local Government Member (or Proxy), representing all Coastal local governments within the Peel-Harvey Catchment.

To assist you to select a nominee who has the capacity and ability to help guide and shape the vision of PHCC, please find attached a copy of PHCC's Strategic Directions, Annual Report, Constitution and a map of the Catchment.

A minimum of six PHCC Board meetings are held annually, usually on the third Thursday of every second month, with travel costs for these meetings reimbursed by the PHCC. Members are expected to be active ambassadors and contribute beyond general meeting attendance, working to ensure informative, productive and inclusive representation on behalf of all Coastal Councils. The successful applicant will be provided clarity as to membership expectations via an induction process and mentoring.

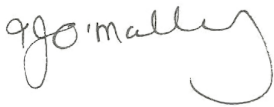
If you choose to nominate an Elected Member and their application is successful, your nominee will be joining a dedicated group with representation from across community, industry and government.

Applications are requested in writing on the attached form, with endorsement from Council, outlining the applicant's reasons for nominating and their knowledge and experience in relation to natural resource management, local government, board governance, strategic planning and/or any other relevant skills that they can bring to the PHCC.

If you would like to nominate a representative, please ensure we receive your nomination by **10am Thursday 16 November 2023**. Please don't hesitate to contact Kellie Beckwith on 6369 8800 or email [kellie.beckwith@peel-harvey.org.au](mailto:kellie.beckwith@peel-harvey.org.au) if you would like any further information.

I look forward to hearing from you.

Yours sincerely



Jane O'Malley  
Chief Executive Officer

*Enc.*

1. *Nomination Form*
2. *Strategic Directions*
3. *Annual Report*
4. *Constitution*
5. *Map of Peel-Harvey Catchment*