

NOTICE OF MEETING

ORDINARY COUNCIL

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

**Tuesday 28 July 2020
at 5.30pm**

MARK R NEWMAN
Chief Executive Officer
22 July 2020

AGENDA

1. OPENING OF MEETING AND ANNOUNCEMENT OF VISITORS

2. ACKNOWLEDGEMENT OF COUNTRY

3. APOLOGIES

Councillor D Lee - Leave of Absence

4. IMPORTANT NOTE:

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

5. ANSWERS TO QUESTIONS TAKEN ON NOTICE

6. PUBLIC QUESTION TIME

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

7. ANNOUNCEMENTS

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

8. PUBLIC STATEMENT TIME

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

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

Mayor Williams – Off-Road Vehicle Area

11. PRESENTATIONS

11.1 Access and Inclusion Plan 2019 / 2020

12. DEPUTATIONS

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

13. CONFIRMATION OF MINUTES:

12.1 Ordinary Council Meeting: Tuesday, 23 June 2020 (attached).

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

16. QUESTIONS FROM ELECTED MEMBERS (WITHOUT DISCUSSION)

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

17. BUSINESS LEFT OVER FROM PREVIOUS MEETING**18. RECOMMENDATIONS OF COMMITTEES**

- 18.1 Adoption of Recommendations of Executive Committee Meeting: 21 July 2020

<i>Item</i>		<i>Page No</i>	<i>Interests Declared / Additional Information</i>
EX.2/7/20	Chief Executive Officer: Annual Review	3	

19. REPORTS

<i>Item</i>		<i>Page No</i>	
1	2020 WALGA Annual general Meeting Nomination of Delegates	1 - 2	
2	Financial Report June 2020	1 – 37	Absolute majority Required
3	Rates Concession 2020 / 2021	38 – 43	Absolute majority Required
4	Audit and Risk Committee Meeting Dates for 2020 and Appointment of Elected Members to the Restart Mandurah Community Fund	44 - 47	
5	Coastal Hazard Risk Management Adaptation Plan: Progress Update	48 – 114	
6	Appointment of Youth Advisory Group	115 – 119	
7	Homelessness and Vulnerable Community Support	120 – 126	
8	Proposed Commercial Vehicle Parking 8 Copperfield Close, Greenfields	127 – 135	
9	Access and Inclusion Plan 19/20 Progress Report	136 – 192	
10	Retail Trading Hours Christmas 2020	193 – 197	
11	Beach Patrol Service: Overview Season One 2020	198 - 208	
12	2020/21CSRFF Small Grants Winter Round	209 - 215	Absolute majority Required
13	2020 – 2021 Events Program	216 – 224	
14	Peel Harvey Estuary Trails	225 - 250	

20. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

20.1 Councillor P Rogers: Elder in Residence

21. NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING

22. LATE AND URGENT BUSINESS ITEMS

23. CONFIDENTIAL ITEMS

23.1 Land Sales

23.2 Employment Item

23.3 Chairperson Appointment (Report to be circulated separately)

24. CLOSE OF MEETING



MINUTES OF COUNCIL MEETING

HELD ON

**TUESDAY 23 JUNE 2020
AT 5.30PM**

Held in Council Chambers, 83 Mandurah Terrace Mandurah and via eMeeting

PRESENT:

MAYOR	R WILLIAMS	
COUNCILLOR	C KNIGHT	NORTH WARD
COUNCILLOR	P JACKSON	NORTH WARD
COUNCILLOR	A ZILANI	NORTH WARD
COUNCILLOR	D LEE	EAST WARD
COUNCILLOR	D PEMBER	EAST WARD
COUNCILLOR	M DARCY	COASTAL WARD
COUNCILLOR	J GREEN	COASTAL WARD
COUNCILLOR	C DI PRINZIO	COASTAL WARD
COUNCILLOR	P ROGERS [Arrived 5.43pm]	TOWN WARD
COUNCILLOR	M ROGERS [Departed 7.07pm]	TOWN WARD

MR	M NEWMAN	CHIEF EXECUTIVE OFFICER
MR	A CLAYDON	DIRECTOR WORKS AND SERVICES
MR	G DAVIES	DEPUTY CHIEF EXECUTIVE OFFICER
MRS	C MIHOVILOVICH	DIRECTOR CORPORATE SERVICES
MRS	L SLAYFORD	MINUTE OFFICER

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

Prior to commencement of this electronic meeting Elected Member connections were tested and confirmed.

The Mayor declared the meeting open at 5.31pm.

ACKNOWLEDGEMENT OF COUNTRY [AGENDA ITEM 2]

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

APOLOGIES [AGENDA ITEM 3]Leave of AbsenceApologies

Councillor Schumacher
Councillor Lynn Rodgers

DISCLAIMER [AGENDA ITEM 4]

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

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

ANSWERS TO QUESTIONS TAKEN ON NOTICE [AGENDA ITEM 5]

Nil.

PUBLIC QUESTION TIME [AGENDA ITEM 6]

Mayor Williams advised of processes, information and advertising undertaken to permit the electronic submission of questions by members of the public. Three submissions pertaining to public question time were received.

G.1/6/20 MS J VAN JONES: BUSHFIRE MITIGATION RESEARCH

1. Why is the City of Mandurah proposing to conduct a bush fire mitigation research project on some of the most healthy intact biodiverse reserves that the City has, inclusive of Island Point, Caddadup and Tim's Thicket?

2. Should research not be conducted elsewhere so that best practice management backed by science can be applied to these intact biodiverse reserves, that give habitat to critically endangered flora and fauna here in the City of Mandurah?

Response

Since the Yarloop bushfires of 2016, the City has increased efforts to minimise the risk of devastating wildfires occurring in our community, including various works to reduce fuel loads in bushland areas under City management. Many of the bushland reserves that the City manages provide habitat for a range of protected species, both flora and fauna, that make the task of balancing fuel load reduction and protecting environmental values a complex one.

With the intent of continually improving the City's bushfire mitigation approach, the City has partnered with researchers at Murdoch University and fire ecologists from the Department of Biodiversity, Conservation and Attractions. This collaboration has put together a proposal to undertake research designed to quantify the effects of different fuel mitigation techniques upon different faunal species occurring in selected City of Mandurah managed bushland reserves.

The objective of this research is to ensure the City continues to apply the most environmentally sensitive techniques to the specific site where fuel reduction works are required. In order for the research to be meaningful, it is essential that the reserves selected provide habitat for key faunal species, hence why reserves such as Island Point, Tims Thicket and Caddadup have been identified. Conducting this research at sites where habitat for protected faunal species does not exist would mean the results would be largely inapplicable when applying them to reserves where it does.

The proposal involves fuel reduction sample sites at each reserve selected totalling 6 hectares per site, one site being a control where no mitigation works will occur. To use the 70ha Island Point reserve as an example, the research will involve approximately 7% of the total area, meaning sufficient habitat for protected species will be unaffected by the research activities. The research would also be subject to a rigorous ethics approval process via Murdoch University before commencing as well as environmental approvals from state and federal regulators. This will ensure the activities planned under this research proposal do not compromise the retention of protected species in City of Mandurah nature reserves but rather put the City in an excellent position to ensure these species as well as our community remains safe from the threat of devastating wildfires.

G.2/6/20 MS A DIXON: BUSHFIRE MITIGATION RESEARCH

1. Why cannot the City apply cool mosaic burns, not burn grasstrees?
2. Where is the data from the fire ecologist that will assist and guide the City of Mandurah?
3. Is the City of Mandurah intention to parkland clear all reserves, therefore eliminating all critically endangered fauna and flora, as the management plans for the reserves are outdated, a better practice is to know what is on our reserves before a burn is applied?

Response

1. *All burns would be undertaken in relatively cool conditions based on a prescription specifically developed for the site, considering all relevant information including vegetation type, slope, weather conditions, moisture, fuel load and flora and fauna information from the DBCA database. Grass trees carry significant fuel load, contributing*

to excessive flame heights, so it's preferable to undertake fuel reduction of grass trees separately to minimize future crown fires or ember attack. This method has been used by traditional owners for centuries, and is carried out in a patch/mosaic method, to maintain nearby habitat.

All City of Mandurah prescriptions specify areas to be left unburnt, supporting ecological communities. Burning is often undertaken in a staged approach, carried out in mosaic form over a number of years.

There are a range of detailed actions that can be taken before, during and after the burn to minimise negative impacts to the biodiversity and nearby community. The City does utilise mosaic burning where appropriate.

These actions have been detailed on each site as part of the City's federal referral to the Department of Agriculture, Environment and Energy.

Examples include – cool spring burns (timing selection), pre burn flora and fauna assessments using ecologists, maintaining exclusion areas, post burn surveys, weed and pathogen management.

- 2. The City has been incredibly fortunate to draw on the skills of Ralph Smith who is a recipient of a National Medal for Bushfire Management and an internationally recognised fire ecologist. As noted above the data that is assessed includes proximity to at risk assets, weather conditions, fire danger index, relative humidity, fine fuel moisture content, fuel load, most recent flora and fauna from the DBCA database, and cultural values.*
- 3. The City is adopting a risk-based approach and seeking input and advice from leaders in their respective fields. There is a need to manage risk from bushfire and the City is adopting a responsible approach to its works and taking action before, during and after works to minimise environmental impact.*

Councillor Peter Rogers entered the Chamber at 5.43pm

G.3/6/20 MR R GENT: MERIVALE STREET RECONSTRUCTION

When will the City of Mandurah finally comply with absolute transparency, honesty, consistency and accuracy. Comply to the will of the townspeople of Mandurah through their Elected Members on Council and their resolution to Option 2 Our ref 292282; 1495056 (WP;Is) 24 September 2014 reconstruct the full width of the road adjacent to your property and take the level back to those prior to any works being done in 2002?

Further information was provided in the submission however it was deemed to be a statement not a question and therefore did not comply with the requirements of this agenda item and was not read to the meeting.

Response

As per the letter that was sent to you from the City of Mandurah dated 5 August 2016, you were advised that unless instructed by Council, the City would not be considering or undertaking any further remedial work on Merrivale Street outside your property on the basis

that the refurbishment conforms with Council's instructions of September 2014 to return the road to what the levels were pre-2002.

The Mayor at the time, at a meeting with you on 5 August 2016, also reaffirmed that it is not the intention of the current Council at the time to revisit the matter and that no further changes or roadworks in relation to changing of levels will be undertaken.

Officers were specifically instructed to ensure that construction of the road conformed to those plans as far as practicably possible. As such the City considers the matter closed.

ANNOUNCEMENTS [AGENDA ITEM 7]

G.4/6/20 STANDING ORDERS LOCAL LAW 2016

The Mayor advised the meeting that the *City of Mandurah Standing Orders Local Law 2016* will be modified to ensure Council Members and the public can participate in and follow the meeting as it progresses.

MOTION

Moved: Mayor R Williams
Seconded: Councillor C Knight

That Council:

1. **Suspend the operation of the following provisions of the *City of Mandurah Standing Orders Local Law 2016* for the duration of this electronic meeting to ensure Council Members and the public can follow and participate in the meeting as it progresses:**
 - 1.1. **Standing Orders 3.3 Public Question Time and 3.4 Public Statement Time pertaining to public participation in meetings continues via electronic means only with public submissions received to be read aloud by the Presiding Member at the relevant agenda item.**
 - 1.2. **Standing Order 7.2 Members to occupy own seats whilst present in meeting room. Relevant only for Elected Members attending the Council Chambers.**
 - 1.3. **Agree under Standing Orders 8.1(1) and 12.2, that instead of requiring a show of hands, a vote will be conducted by exception with the Presiding Member calling for those Members against each motion. If no response is received the motion will be declared carried and minuted accordingly.**
 - 1.4. **Reiterate the requirement as per Standing Order 7.3 for Members to advise the Presiding Member when leaving or entering the meeting at any time.**

CARRIED: 11/0

PUBLIC STATEMENT TIME [AGENDA ITEM 8]

Mayor Williams advised of processes, information and advertising undertaken to permit the electronic submission of public statements. Two public statements were received which Mayor Williams read to the meeting.

G.5/6/20 MR S JONES: MANAGEMENT OF ISLAND POINT RESERVE

Mr Jones, representing the Friends of Island Point, raised concerns regarding outdated management plans, surveys and assessments for City reserves.

G.6/6/20 MR R GENT: MERRIVALE STREET RECONSTRUCTION

Mr Gent of Wannanup advised of issues with plans previously provided by the City to himself.

LEAVE OF ABSENCE REQUESTS [AGENDA ITEM 9]**G.7/6/20 LEAVE OF ABSENCE: COUNCILLOR D LEE 24 JUNE 2020 TO 28 AUGUST 2020, INCLUSIVE****MOTION**

Moved: Mayor R Williams
Seconded: Councillor A Zilani

That leave of absence be granted to Councillor Lee from 24 June 2020 to 28 August 2020 inclusive.

CARRIED: 11/0

Councillor J Green advised the meeting that she would not be taking the previously approved leave of absence during the period 17 July 2020 to 18 August 2020, inclusive.

PETITIONS [AGENDA ITEM 10]

Nil.

PRESENTATIONS [AGENDA ITEM 11]

Nil.

DEPUTATIONS [AGENDA ITEM 12]

Nil.

CONFIRMATION OF MINUTES [AGENDA ITEM 13]**G.8/6/20 CONFIRMATION OF COUNCIL MINUTES: TUESDAY 26 MAY 2020****MOTION****Moved: Councillor Peter Rogers****Seconded: Councillor C Knight****That the Minutes of Council Meeting held on Tuesday 26 May 2020 be confirmed.**

CARRIED: 11/0

G.9/6/20 ANNOUNCEMENTS BY THE PRESIDING MEMBER [AGENDA ITEM 14]

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

- Mayor Williams awarded the Local Legend award to Victoria Gardiner for her management of the Mandurah Restaurants and Cafes Now Offering Takeaway and Delivery Facebook group. Victoria embodied true community spirit and rallied the local community to make a big difference to local businesses doing it tough over the past few months.
- Mayor Williams spoke of the national simultaneous storytelling event on 27 May which saw the same story being read across Australia in various libraries including Mandurah.
- Mayor Williams updated the meeting in regard to the Visit Mandurah 'Have Your Now Adventure' tourism campaign launching shortly featuring Justin Langer.
- Mayor Williams thanked Elected Members for their support and participation in the ongoing various stakeholder meetings being conducted to assist the broader community.
- Councillor Knight recounted her tour of the Lakelands Sporting facility on 5 June. Use of the facility is via a shared agreement between the Department of Education and the City of Mandurah which will enable the facility to be a central community space.
- Councillor Pember attended the 1st Mandurah Scouts and Cubs re-opening parade and award ceremony on 17 June and displayed a sample of the re-branded scarves to be utilised by the group.
- Councillor Pember participated in the Community Think Tank on 21 May with many local businesses in attendance. Broad discussion focussing on the region's population growth, youth unemployment and the restart Mandurah program were productive with many suggestions for economic recovery.

DECLARATION OF INTERESTS [AGENDA ITEM 15]

Nil.

QUESTIONS FROM ELECTED MEMBERS [AGENDA ITEM 16]**Questions of which due notice has been given**

Nil.

Questions of which notice has not been given

Nil.

BUSINESS LEFT OVER FROM PREVIOUS MEETING [AGENDA ITEM 17]

Nil.

5.58pm: At this juncture in the meeting Mayor Williams checked with each attendee and confirmed that all attendees remained connected and in attendance at the electronic meeting.

RECOMMENDATIONS OF COMMITTEES [AGENDA ITEM 18]

NOTE: Council adopted en-bloc (moved by Councillor C Knight and seconded by Councillor P Jackson), the recommendations of the Audit and Risk Committee meeting of Tuesday 16 June 2020.

**G.10/6/20 OFFICE OF THE AUDITOR GENERAL: INFORMATION SYSTEMS AUDIT
(AR.2/6/20)**Summary

The Auditor General has issued a report assessing the general information technology (IT) controls at all State Government entities. Each entity was assessed over six categories; information security, business continuity, management of IT risks, IT operations, change control, and physical security.

A comparison between the report's findings and the City's IT structure and organisation has been undertaken.

Council is requested to note the comparison of the status of the City's information systems controls with the findings of the audit on State Government entities.

Comment

Comments regarding the City's position compared to the control weaknesses are included in Confidential Attachment 1.1.

In addition, the following points are noted:

- Although it is possible to provide information regarding the City's controls it is not possible to conclude what the City's actual score would be, as the OAG report does not provide information regarding the various assessment criteria necessary to allocate a score. Despite that, the comparison is a useful exercise, and is largely favourable with improvements required in risk management and disaster recovery testing.
- Many State Government entities have vastly different and larger systems than the City. Some, such as Health and Education, manage a significant volume of confidential data. While that would not take away from the City's need to achieve at least the basic acceptable score if examined, it does mean that, in some cases, the requirements placed on a government entity may be different or unachievable in the local government environment.

An example of this can be seen in the comments relating to service level agreements with IT vendors. In the case of the State Government, some services are either outsourced or the vendor maintains significant infrastructure on their behalf. This does not translate directly to the much smaller operation at the City.

- State Government entities and the City share a common highly significant risk; the threat posed by a cyber-attack. It is not feasible for the City to have IT staff dedicated to security issues as is the case in larger entities. Despite this, the IT team has undertaken a continuous education process to ensure that the City's defences are as robust as possible.

Committee Report Recommendation

That Council note the comparison of the status of the City's general computer controls with the findings of the Auditor General's report on State Government entities as detailed in Confidential Attachment 1.1.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor P Jackson

That Council note the comparison of the status of the City's general computer controls with the findings of the Auditor General's report on State Government entities as detailed in Confidential Attachment 1.1.

CARRIED: 11/0
(This item was adopted en bloc)

G.11/6/20 RISK MANAGEMENT POLICY AND RISK MANAGEMENT FRAMEWORK (AR.3/6/20)

Summary

The City of Mandurah has significant moral, financial and legal responsibilities to exercise effective and efficient governance of services and infrastructure to the community and environment. Effective risk management is essential to the City's success in serving the community, delivering on its objectives and establishing a prosperous future for the City.

Governance Services has recently undertaken a review of the City's Risk Management System in response to the need for an updated corporate-wide Risk Management Framework. As a part of the Risk Management System review, the Risk Management Council Policy POL-RKM 01 and City's Risk Management Framework RMK-02 were reviewed to ensure consistency with the Australian ISO 31000:2018 *Risk Management Guidelines*.

Following consultation, the Audit and Risk Committee is requested to recommend to Council to adopt the amendments to the POL-RKM 01 Risk Management Policy (refer Attachment 2.1) and the Risk Management Framework RKM 02 (refer Attachment 2.2).

Committee Report Recommendation

That Council:

1. Adopt the proposed amendments to POL-RKM 01 Risk Management Policy as per Attachment 2.1;
2. Note the updated RKM-02 Risk Management Framework.

Council Resolution

MOTION

Moved: Councillor C Knight
Seconded: Councillor P Jackson

That Council:

1. **Adopt the proposed amendments to POL-RKM 01 Risk Management Policy as per Attachment 2.1;**
2. **Note the updated RKM-02 Risk Management Framework.**

CARRIED: 11/0
(*This item was adopted en bloc*)

REPORTS [AGENDA ITEM 19]

G.12/6/20 CHANGE ORDER OF REPORTS FOR DISCUSSION

At this juncture of the meeting, in view of interested parties in the public gallery, the Chairman suggested that with the consensus of Council Members, the order of the agenda be changed and Report 14 Off Road Vehicles be considered next.

Council Resolution

MOTION

Moved: Mayor R Williams
Seconded: Councillor J Green

That the report order be amended to consider Report 14 Off Road Vehicles first to accommodate members of the public attending the Chamber.

CARRIED: 11/0

G.13/6/20 OFF ROAD VEHICLES (REPORT 14)Summary

Following a Notice of Motion in April 2019, Officers reported on the range of actions the City takes in seeking to resolve issues related to illegal off road vehicle use. These actions include the use of education, enforcement, as well as structural modifications and treatments.

An issue that is regularly highlighted, is the lack of legal places to ride that are reasonably accessible to people from Mandurah. At its meeting of November 2019, Council requested an update be provided on progress that had been made in identifying suitable locations for off road vehicle use.

The City, in conjunction with the Department of Biodiversity, Conservation and Attractions (DBCA) has explored potential opportunities through the development of the Yalgorup Recreational Master Plan. This process has not identified any locations that are supported for the creation of an off road vehicle area at this time.

The Department of Local Government, Sport and Cultural Industries (DLGSC) through its Off Road Vehicle Committee (ORV Committee) has been providing updates to the City and has sought to engage the Peel Alliance (formerly the Peel Regional Leaders Forum) on its efforts to progress the availability of locally available off road vehicle use areas.

The impact of COVID-19 delayed the ORV Committee process, however meetings recommenced on 21 May 2020 with a commitment to legislative reform (making it easier to register / removing red tape), investigating new off road vehicle areas as well as recommending preferred areas for gazettal and reviewing usage of existing areas for better signage, safety and management.

Council is recommended to support the CEO and Mayor to advocating to Minister for Sport, to support the continuation of the process being undertaken by the Department of Local Government, Sport and Cultural Industries ORV Committee as a priority and continue collaboration with key agencies.

Officer Recommendation

That Council:

1. Supports advocacy activities from the Mayor and CEO to the Minister for Sport seeking progression of recommendations of the Off Road Vehicle Committee for suitable sites that are accessible to the Mandurah community.
2. Continues to collaborate and advocate with the Department of Local Government, Sport and Cultural Industries, the Department of Planning, Lands and Heritage and the Peel Alliance to help identify potential off-road vehicle sites within the Peel Region, including potential commercial opportunities.

Council Resolution**MOTION**

Moved: Councillor P Jackson
Seconded: Councillor P Rogers

That Council:

- 1. Supports advocacy activities from the Mayor and CEO to the Minister for Sport seeking progression of recommendations of the Off Road Vehicle Committee for suitable sites that are accessible to the Mandurah community.**
- 2. Continues to collaborate and advocate with the Department of Local Government, Sport and Cultural Industries, the Department of Planning, Lands and Heritage and the Peel Alliance to help identify potential off-road vehicle sites within the Peel Region, including potential commercial opportunities.**

CARRIED: 11/0

G.14/6/20 RECRUITMENT OF DIRECTOR PLACE AND COMMUNITY AND REVIEW OF SENIOR EMPLOYEES COUNCIL POLICY (REPORT 1)Summary

Council recently was presented with a proposed organisational restructure in order for the organisation to better align with the focus areas and objectives of the Strategic Community Plan that was derived from the Mandurah Matters community engagement and strategic planning process. An outcome of that restructure was the creation of a Director position to lead the newly created Place and Community Directorate.

Council is requested to nominate an Elected Member to join the interview panel as well as participate in the preferred applicant recommendation for Council consideration. It should be noted the interview panel's recommendation will require ratification from Council.

As a result of the changes to the organisational structure, it is further recommended that the Senior Employees Council Policy be updated to reflect the change in titles of existing Directors and this new position.

Officer Recommendation**That Council:**

- 1 Approve the Senior Employees Council Policy as detailed in Attachment 1.2.
- 2 Appoint _____ to the interview panel and approve the participation in determining the preferred applicant to be recommended to Council for the Director Place and Community position.

Council Resolution**MOTION**

Moved: Councillor M Darcy

Seconded: Councillor J Green

That Council:

- 1 Approve the Senior Employees Council Policy as detailed in Attachment 1.2

- 2 Appoint Mayor Rhys Williams to the interview panel and approve the participation in determining the preferred applicant to be recommended to Council for the Director Place and Community position.

Amendment

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor P Jackson

That Council:

1. Approve the Senior Employees Council Policy as detailed in Attachment 1.2 with the inclusion of the position of Deputy Chief Executive Officer.

CARRIED: 11/0

Substantive Motion

That Council:

- 1 Approve the Senior Employees Council Policy as detailed in Attachment 1.2 with the inclusion of the position of Deputy Chief Executive Officer.**
- 2 Appoint Mayor Rhys Williams to the interview panel and approve the participation in determining the preferred applicant to be recommended to Council for the Director Place and Community position.**

CARRIED: 11/0

Comment: The position of Deputy Chief Executive Officer was omitted from the policy however the role is considered to be that of a 'Senior Employee'.

G.15/6/20 FINANCIAL REPORT MAY 2020 (REPORT 2)

Summary

The Financial Report for May 2020 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 May 2020 as detailed in Attachment 2.1 of the report.
2. Approves the further COVID-19 adjustments as follows:
 - 2.1 Increase in operating expenditure for Libraries & learning: Outreach Literacy of \$40,000*
 - 2.2 Decrease in operating expenditure for Falcon Library Materials and Contracts of \$73,971*

- 2.2 Increase in operating revenue for Festivals and Events Revenue of \$24,250*
- 3 Approves the following adjustments for Capital Works 2019/20 Carryovers:
- 3.1 Decrease in capital expenditure of \$11,064,322*
 - 3.2 Decrease in proceeds from new debentures/loans of \$2,500,000*
 - 3.3 Decrease in unutilised loans of \$410,591*
 - 3.4 Increase of \$5,165* in operating expenditure for the reversal of the capital salary overhead
 - 3.5 Decrease in capital revenue of \$555,000*
 - 3.6 Net movement in transfer to reserves of \$7,593,566* made up of
 - 3.6.1 Increase transfer to reserves for unspent grants \$5,158,590*
 - 3.6.2 Reduction in transfer from reserves \$1,348,415*
 - 3.6.3 Increase transfer to reserves for 2019/20 general rates funding \$1,086,561*
- 4 Approves the decrease in capital expenditure of \$243,904* for Cityfleet, a decrease in proceeds from sale of assets of \$12,290* with the net of \$231,614* being transferred to the Plant Reserve.
- 5 Approves the adjustments to item expenditure within the Cityfleet Miscellaneous Equipment >\$1500 capital budget:
- 5.1 Increase capital expenditure of \$23,139* for item ERS Turbo Wash Parts Washer
 - 5.2 Increase capital expenditure of \$5,232* for item 450 litre Fuel Pump - Southern Operations Centre
 - 5.3 Decrease capital expenditure of \$17,010* for item Komplete Screen Plant
 - 5.4 Increase capital expenditure of \$22,500* for item 6" Inch Skid Mounted Trash Pump with approx. 50m hose, hose reel and fittings – Drainage
 - 5.5 Decrease capital expenditure of \$6,030* for item Spray Unit Motor and Pump
 - 5.6 Decrease capital expenditure of \$7,200* for item Roadlines Scrubbing Machine
 - 5.7 Decrease capital expenditure of \$7,776* for items Nissan Model 25 Forklift
 - 5.8 Decrease capital expenditure of \$8,420* for item Pilot K50SI Silent Compressor
 - 5.9 Decrease capital expenditure of \$3,297* for Topcon TP-4LGV Pipe Laser
 - 5.10 Decrease capital expenditure of \$1,685* for Portable Spray Unit
- 6 Approves the decrease in operating expenditure of \$250,000* in Cultural Development Public Arts Projects with an increase in transfer to Asset Management Reserve of \$250,000* for the Trolls Project to continue in 2020/21.
- 7 Approves the transfer of \$432,820* from Bonds & Deposits lodged with Council to be held in the Asset Management Reserve for future use.
- 8 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2.2 of the report:
- | | |
|----------------------|------------------------|
| Total Municipal Fund | \$ 9,813,532.61 |
| Total Trust Fund | <u>\$ 10,000.00</u> |
| | <u>\$ 9,823,532.61</u> |
- 9 Approves the following budget variations:
- 9.1 Increase in operating expenditure of \$9,140* for Mandurah Mustangs Football Club – Facility development, \$1,140* for Peelwood Reserve – Changeroom Upgrade and \$3,280* for Parkridge Boat Ramp

- To be funded from the Building reserve - \$10,550* and the Waterways reserve - \$3,280*
- 9.2 Increase in operating expenditure of \$22,590* for Infrastructure plans to WA Police.
 - To be funded from Information Management ordinary labour vacancy savings \$22,590*.
- 9.3 Increase in operating expenditure of \$1,500* for Youth Development Recognition Grants/Sponsorship Expenditure
 - To be funded from Youth Development Revenue Operating Grants \$1,500*
- 9.4 Increase in capital expenditure of \$4,265* for SP Old Coast Road, Halls Head
 - To be funded from SP Lefroy Street \$4,265*
- 9.5 Increase in capital expenditure of \$10,000* for MARC improvement to Car Park Area
 - To be funded from Halls Head Recycled Water \$10,000*
- 9.6 Increase in capital expenditure of \$15,000* for Depot Stockpile Upgrade
 - To be funded from RC Mississippi Drive \$15,000*
- 9.7 Increase in capital expenditure of \$10,000* for RR Bailey Boulevard
 - To be funded from RC Mississippi Drive \$10,000*
- 9.8 Increase in capital expenditure of \$5,000* for TM Wilderness Drive/Old Coast Road
 - To be funded from RC Mississippi Drive \$5,000*
- 9.9 Increase in capital expenditure of \$7,000* for Avalon Foreshore (Westview Parade)
 - To be funded from Quandong Reserve Renewal \$7,000*
- 9.10 Increase in capital expenditure of \$20,000* for Pinjarra Road East Stage 2
 - To be funded from Quandong Reserve Renewal \$20,000*
- 9.11 Increase in capital expenditure of \$8,600* for CP Pinjarra Road/Sutton Street
 - To be funded from Jubata Gardens \$8,600*
- 9.12 Increase in operating expenditure of \$17,696* for Landscape Services Casual Labour
 - To be funded from Landscape Services Consultants \$17,696*
- 9.13 Decrease in grant revenue of \$167,850* for Department Fire and Emergency Services Bushfire Mitigation Funding
 - To be funded from Decrease in operating expenditure \$167,850*

Council Resolution

MOTION

Moved: Councillor C Knight
Seconded: Councillor D Pember

That Council:

1. **Receives the Financial Report for May 2020 as detailed in Attachment 2.1 of the report.**
2. **Approves the further COVID-19 adjustments as follows:**
 - 2.1 **Increase in operating expenditure for Libraries & learning: Outreach Literacy of \$40,000***
 - 2.2 **Decrease in operating expenditure for Falcon Library Materials and Contracts of \$73,971***
 - 2.3 **Increase in operating revenue for Festivals and Events Revenue of \$24,250***

3. Approves the following adjustments for Capital Works 2019/20 Carryovers:
 - 3.1 Decrease in capital expenditure of \$11,064,322*
 - 3.2 Decrease in proceeds from new debentures/loans of \$2,500,000*
 - 3.3 Decrease in unutilised loans of \$410,591*
 - 3.4 Increase of \$5,165* in operating expenditure for the reversal of the capital salary overhead
 - 3.5 Decrease in capital revenue of \$555,000*
 - 3.6 Net movement in transfer to reserves of \$7,593,566* made up of
 - 3.6.1 Increase transfer to reserves for unspent grants \$5,158,590*
 - 3.6.2 Reduction in transfer from reserves \$1,348,415*
 - 3.6.3 Increase transfer to reserves for 2019/20 general rates funding \$1,086,561*

- 4 Approves the decrease in capital expenditure of \$243,904* for Cityfleet, a decrease in proceeds from sale of assets of \$12,290* with the net of \$231,614* being transferred to the Plant Reserve.

- 5 Approves the adjustments to item expenditure within the Cityfleet Miscellaneous Equipment >\$1500 capital budget:
 - 5.1 Increase capital expenditure of \$23,139* for item ERS Turbo Wash Parts Washer
 - 5.2 Increase capital expenditure of \$5,232* for item 450 litre Fuel Pump - Southern Operations Centre
 - 5.3 Decrease capital expenditure of \$17,010* for item Komplete Screen Plant
 - 5.4 Increase capital expenditure of \$22,500* for item 6" Inch Skid Mounted Trash Pump with approx. 50m hose, hose reel and fittings – Drainage
 - 5.5 Decrease capital expenditure of \$6,030* for item Spray Unit Motor and Pump
 - 5.6 Decrease capital expenditure of \$7,200* for item Roadlines Scrabbing Machine
 - 5.7 Decrease capital expenditure of \$7,776* for items Nissan Model 25 Forklift
 - 5.8 Decrease capital expenditure of \$8,420* for item Pilot K50SI Silent Compressor
 - 5.9 Decrease capital expenditure of \$3,297* for Topcon TP-4LGV Pipe Laser
 - 5.10 Decrease capital expenditure of \$1,685* for Portable Spray Unit

- 6 Approves the decrease in operating expenditure of \$250,000* in Cultural Development Public Arts Projects with an increase in transfer to Asset Management Reserve of \$250,000* for the Trolls Project to continue in 2020/21.

- 7 Approves the transfer of \$432,820* from Bonds & Deposits lodged with Council to be held in the Asset Management Reserve for future use.

- 8 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2.2 of the report:

Total Municipal Fund	\$ 9,813,532.61
Total Trust Fund	<u>\$ 10,000.00</u>
	<u>\$ 9,823,532.61</u>

- 9 Approves the following budget variations:**
- 9.1 Increase in operating expenditure of \$9,140* for Mandurah Mustangs Football Club – Facility development, \$1,140* for Peelwood Reserve – Changeroom Upgrade and \$3,280* for Parkridge Boat Ramp**
 - To be funded from the Building reserve - \$10,550* and the Waterways reserve - \$3,280*
 - 9.2 Increase in operating expenditure of \$22,590* for Infrastructure plans to WA Police.**
 - To be funded from Information Management ordinary labour vacancy savings \$22,590*.
 - 9.3 Increase in operating expenditure of \$1,500* for Youth Development Recognition Grants/Sponsorship Expenditure**
 - To be funded from Youth Development Revenue Operating Grants \$1,500*
 - 9.4 Increase in capital expenditure of \$4,265* for SP Old Coast Road, Halls Head**
 - To be funded from SP Lefroy Street \$4,265*
 - 9.5 Increase in capital expenditure of \$10,000* for MARC improvement to Car Park Area**
 - To be funded from Halls Head Recycled Water \$10,000*
 - 9.6 Increase in capital expenditure of \$15,000* for Depot Stockpile Upgrade**
 - To be funded from RC Mississippi Drive \$15,000*
 - 9.7 Increase in capital expenditure of \$10,000* for RR Bailey Boulevard**
 - To be funded from RC Mississippi Drive \$10,000*
 - 9.8 Increase in capital expenditure of \$5,000* for TM Wilderness Drive/Old Coast Road**
 - To be funded from RC Mississippi Drive \$5,000*
 - 9.9 Increase in capital expenditure of \$7,000* for Avalon Foreshore (Westview Parade)**
 - To be funded from Quandong Reserve Renewal \$7,000*
 - 9.10 Increase in capital expenditure of \$20,000* for Pinjarra Road East Stage 2**
 - To be funded from Quandong Reserve Renewal \$20,000*
 - 9.11 Increase in capital expenditure of \$8,600* for CP Pinjarra Road/Sutton Street**
 - To be funded from Jubata Gardens \$8,600*
 - 9.12 Increase in operating expenditure of \$17,696* for Landscape Services Casual Labour**
 - To be funded from Landscape Services Consultants \$17,696*
 - 9.13 Decrease in grant revenue of \$167,850* for Department Fire and Emergency Services Bushfire Mitigation Funding**
 - To be funded from Decrease in operating expenditure \$167,850*

CARRIED WITH ABSOLUTE MAJORITY: 11/0

G.16/6/20 WASTE ALLIANCE BUDGET AND REFUSE CHARGE 2020/21 (REPORT 3)

Summary

The City operates its waste management services in an Alliance with its commercial partner, Cleanaway Pty Ltd. The contractual arrangement has enabled the City to participate in the

financial performance of the contract and to work with its Alliance partner to develop and refine services.

Over the years, the City has been able to demonstrate that it has obtained value for money from this arrangement. In 2020/21 it has been possible to limit costs per household to a nil increase (in 2019/2020 the increase from the previous year was 1.9% or \$5 per service).

Council is requested to endorse the 2020/21 Waste Alliance budget and the inclusion of a waste management charge of \$273.

Officer Recommendation

That Council endorse:

- 1 The Waste Management fee of \$273 per service to be included in the 2020/21 Fees and Charges, that will be imposed when Council adopt the 2020/21 Annual Budget.
- 2 The Waste Alliance budget for 2020/21 outlined in Confidential Attachment 3.1.

Council Resolution

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor C Knight

That Council endorse:

1. **The Waste Management fee of \$273 per service to be included in the 2020/21 Fees and Charges, that will be imposed when Council adopt the 2020/21 Annual Budget.**
2. **The Waste Alliance budget for 2020/21 outlined in Confidential Attachment 3.1.**

CARRIED: 11/0

G.17/6/20 ADOPTION OF ANNUAL BUDGET FOR 2020/2021 (REPORT 4)

Summary

The 2020/2021 Annual Budget has been prepared after taking into consideration the City's Long Term Financial Plan adopted in March 2020 and subsequent events such as the COVID-19 pandemic. The presented budget for 2020/2021 contains a deficit of \$358,718. There will be a target set by City officers to find savings during the financial year, to achieve a nil deficit by 30 June 2021.

It is recommended that Council approve the 2020/2021 Annual Budget.

Alternate Officer Recommendation

That Council approve:

1. The 2020/2021 Annual Budget as detailed in Attachment 4.1.

2. The Statement of Objects and Reasons for the 2020/2021 financial year and endorses that the differential rates based on zoning of the land and the purpose for which the land is held or used be adopted.
3. The following rates in the dollar and minimum payments for the 2020/2021 financial year:

Rate Category	Rate in the dollar	Minimum Rate
Residential Improved	\$0.09594	\$1,108
Residential Vacant	\$0.16300	\$917
Business Improved	\$0.09293	\$1,108
Business Vacant	\$0.16560	\$1,108
Urban Development	\$0.13059	\$1,108

4. The following rate in the dollar for Specified Area rates

Specified Area Rate	Rate in the dollar
Waterside Canals	\$0.0000
Mandurah Ocean Marina	\$0.0143
Mandurah Quay	\$0.0024
Mariners Cove	\$0.0000
Port Bouvard Eastport Canals	\$0.0015
Port Bouvard Northport Canals	\$0.0040
Port Mandurah Canals	\$0.0039

5. That pursuant to the provisions of the *Waste Avoidance and Resource Recovery Act 2007* Part 6, Division 3, section 67:
- a. A charge of \$273 be levied in respect of the removal of contents of two refuse bins from rateable and non-rateable properties.
6. The due dates for payment of the instalment options are:
- 6.1 One payment in full - Wednesday 11 November 2020
- 6.2 Two instalment option – First instalment Wednesday 11 November 2020. Second instalment Monday 11 March 2021.
- 6.3 Four instalment option – First instalment Wednesday 11 November 2020. Second instalment Wednesday 13 January 2021. Third instalment Monday 15 March 2021. Fourth instalment Monday 17 May 2021.
7. 7.1 The administration charge of:
- 7.1.1 \$3 for the two instalment plan; and
- 7.1.2 \$9 for the four instalment plan;
- on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the Rates and Charges (Rebates and Deferments) Act 1992.
- 7.2 The administration charge of \$20 per arrangement in the case where ratepayers request an alternative arrangement.
- 7A That in accordance with clause 13 of *Ministerial Orders Gazetted on 8 May 2020*, Council will not impose an additional administration charge under section 6.45(3) in respect of payment by instalments made by an excluded person.
8. The interest rate of 5.5% on all accounts where the owner elects to pay rates and charges by instalments in accordance with section 6.45(4)(e) of the *Local Government Act 1995*, other than rates and charges where the property is owned

by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

- 8A That in accordance with clause 13 of Ministerial Orders Gazetted on 8 May 2020, Council will not impose an additional interest charge under section 6.45(3) in respect of payment by instalments made by an excluded person.
- 9 From 12 November 2020, that interest will start to be charged at an interest rate of 7% and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable, in accordance with section 6.51(1) of the *Local Government Act 1995*.
- 9A That in accordance with clause 14 of Ministerial Orders Gazetted on 8 May 2020, Council will not impose interest in respect of a rate or service charge payable by an excluded person; and that the imposition of interest does not apply in respect of a rate or service charge payable by an excluded person.
- 10 From 12 November 2020, that interest will start to be charged at an interest rate of 7% on all money owed (other than rates and service charges), that is outstanding for more than 35 days after the date of issue of invoice, in accordance with section 6.13 of the *Local Government Act 1995*.
- 10A That in accordance with clause 8 of Ministerial Orders Gazetted on 8 May 2020, Council cannot require a person who is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic to pay interest; and that the requirement to pay interest does not apply to a person who is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic.
11. Early Payment Incentives:
In accordance with the provisions of section 6.46 of the Local Government Act 1995, offer an early payment incentive for the payment of rates and charges being full payment of all current and arrears of rates including specified area rates, emergency services levy, domestic refuse charge and private swimming pool inspection fees within 35 days of the issue date on the annual rate notice, for eligibility to enter the early incentive prize draw. Five x \$1,000 cash prizes and five x 12 month MARC Lifestyle membership (value \$920 per membership).
12. The swimming pool inspections fee, conducted every four years, be levied at \$30 annually.
13. The review of fees has been released by the Salary and Tribunal Determination and adopt the following:
13.1 Set the annual attendance fee at \$31,678 to be paid to Councillors;
13.2 Set the annual attendance fee at \$47,516 to be paid to the Mayor;
13.3 Set the annual Mayoral Allowance at \$89,753;
13.4 Set the annual Deputy Mayoral Allowance at \$22,438; and
13.5 Set an annual Information and Communications Technology Allowance at \$3,500.
14. The Fees and Charges schedule set out in Attachment 4.3.
15. Material Variance for the 2020/2021 financial year in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* to be used in the monthly statements of financial activity to be the greater of:

- 15.1 10%; or
15.2 \$100,000.

The material variance is applicable to each revenue and expenditure item within the Nature and Type classification and capital revenue and expenditure.

- 16 The reserve amendments as follows:

Cultural centre	Reallocate balance to Building reserve
Museum	Reallocate balance to Building reserve
Property Acquisition	Retain \$2,000,000 and transfer the remaining balance to Building reserve
Aquatic and Recreation centre	Remove reserve
Community Improvements	Reallocate balance to Building reserve and remove reserve
Traffic Bridge	Remove reserve
Inert Landfill	Reallocate balance to Tims Thicket inert reserve and remove reserve
Road network	Remove reserve
Arts and craft centre	Reallocate balance to Building reserve and remove reserve
Sand Pit Restoration	Reallocate balance to Asset management reserve and remove reserve
Emergency Relief Fund	Reallocate balance to Asset management reserve and remove reserve
Interest on Investments	Reallocate balance to Asset management reserve and remove reserve
Soccer Club Rooms Refurbishment	Reallocate balance to Building reserve and remove reserve
Port Bouvard Surf Life Saving Clubrooms	Reallocate balance to Building reserve and remove reserve
Refurbishment Bortolo Pavilion	Reallocate balance to Building reserve and remove reserve
Refurbishment Rushton Park	Reallocate balance to Building reserve and remove reserve
Refurbishment Meadow Springs Pavilion	Reallocate balance to Building reserve and remove reserve
City Facility Relocation Reserve	Reallocate balance to Building reserve and remove reserve
Sanitation Reserve	Change name to Waste Facilities Reserve Fund

- 17 The Chief Executive Officer to enter into the Short-Term Loan Facility on offer from the Western Australian Treasury Corporation.
- 18 The 12 month cash flow as detailed in Attachment 4.4, as support for the funding application for the Short-Term Loan Facility from the Western Australian Treasury Corporation.
- 19 That up to and including 30 September 2020, the City's lessees and licensees can apply for their lease/license fees to be proportionally reduced based on the amount of their turnover that has reduced since COVID-19.

- 19A Authorise the Chief Executive Officer to enter into agreements with an eligible tenant for the purpose and overarching obligations as a landlord in accordance with the *Commercial Tenancies (COVID-19 Response) Act 2020*

Comment: The reason for the additions of 7A, 8A, 9A and 10A is that the City of Mandurah has obtained clarification from WALGA regarding wording to include in council resolutions with regard to the Ministerial Orders Gazetted on 8 May 2020.

The reason for the change of date from when interest applies is due to the rates outstanding amount on the rate notice may be different to the amount due on 11 November 2020 if a rate payer has an amount outstanding from previous years.

The reason for the addition of 19A is for the CEO to comply with the overarching obligations of a landlord in accordance with the *Commercial Tenancies (COVID-19 Response) Act 2020* that commenced in operation on 30 May 2020. When negotiating with a tenant who is requesting relief as a result of COVID-19, the CEO must cooperate; act reasonably and in good faith; act in an open, honest and transparent manner; provide each other with sufficient and accurate information that is reasonable for them to provide in the circumstances for the purposes of the negotiations; and not make onerous demands for information from each other. A tenant can apply for relief for rent, outgoings and other expenses. Note: The City has been applying these principles when negotiating rent and outgoings relief as part of the Council Resolution from 1 April 2020.

Councillor Zilani foreshadowed his intention to move an alternate resolution if the current resolution was unsuccessful.

Council Resolution

MOTION

Moved: Mayor R Williams

Seconded: Councillor C Knight

That Council approve:

1. The 2020/2021 Annual Budget as detailed in Attachment 4.1.
2. The Statement of Objects and Reasons for the 2020/2021 financial year and endorses that the differential rates based on zoning of the land and the purpose for which the land is held or used be adopted.
3. The following rates in the dollar and minimum payments for the 2020/2021 financial year:

Rate Category	Rate in the dollar	Minimum Rate
Residential Improved	\$0.09594	\$1,108
Residential Vacant	\$0.16300	\$917
Business Improved	\$0.09293	\$1,108
Business Vacant	\$0.16560	\$1,108
Urban Development	\$0.13059	\$1,108

4. The following rate in the dollar for Specified Area rates

Specified Area Rate	Rate in the dollar
Waterside Canals	\$0.0000
Mandurah Ocean Marina	\$0.0143

Mandurah Quay	\$0.0024
Mariners Cove	\$0.0000
Port Bouvard Eastport Canals	\$0.0015
Port Bouvard Northport Canals	\$0.0040
Port Mandurah Canals	\$0.0039

5. That pursuant to the provisions of the *Waste Avoidance and Resource Recovery Act 2007* Part 6, Division 3, section 67:
 - a. A charge of \$273 be levied in respect of the removal of contents of two refuse bins from rateable and non-rateable properties.

6. The due dates for payment of the instalment options are:
 - 6.1 One payment in full - Wednesday 11 November 2020
 - 6.2 Two instalment option – First instalment Wednesday 11 November 2020. Second instalment Monday 11 March 2021.
 - 6.3 Four instalment option – First instalment Wednesday 11 November 2020. Second instalment Wednesday 13 January 2021. Third instalment Monday 15 March 2021. Fourth instalment Monday 17 May 2021.

- 7 7.1 The administration charge of:
 - 7.1.1 \$3 for the two instalment plan; and
 - 7.1.2 \$9 for the four instalment plan;
 on all accounts where the owner elects to pay rates and charges by instalments, other than rates and charges attributable to a property owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.
 - 7.2 The administration charge of \$20 per arrangement in the case where ratepayers request an alternative arrangement.

- 7A That in accordance with clause 13 of *Ministerial Orders Gazetted on 8 May 2020*, Council will not impose an additional administration charge under section 6.45(3) in respect of payment by instalments made by an excluded person.

- 8 The interest rate of 5.5% on all accounts where the owner elects to pay rates and charges by instalments in accordance with section 6.45(4)(e) of the *Local Government Act 1995*, other than rates and charges where the property is owned by an entitled pensioner/senior under the *Rates and Charges (Rebates and Deferments) Act 1992*.

- 8A That in accordance with clause 13 of *Ministerial Orders Gazetted on 8 May 2020*, Council will not impose an additional interest charge under section 6.45(3) in respect of payment by instalments made by an excluded person.

- 9 From 12 November 2020, that interest will start to be charged at an interest rate of 7% and costs of proceedings to recover such charges on all rates and charges that remain unpaid after becoming due and payable, in accordance with section 6.51(1) of the *Local Government Act 1995*.

- 9A That in accordance with clause 14 of *Ministerial Orders Gazetted on 8 May 2020*, Council will not impose interest in respect of a rate or service charge payable by an excluded person; and that the imposition of interest does not apply in respect of a rate or service charge payable by an excluded person.

- 10 From 12 November 2020, that interest will start to be charged at an interest rate of 7% on all money owed (other than rates and service charges), that is outstanding for more than 35 days after the date of issue of invoice, in accordance with section 6.13 of the *Local Government Act 1995*.
- 10A That in accordance with clause 8 of Ministerial Orders Gazetted on 8 May 2020, Council cannot require a person who is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic to pay interest; and that the requirement to pay interest does not apply to a person who is considered by the local government to be suffering financial hardship as a consequence of the COVID-19 pandemic.
- 11 **Early Payment Incentives:**
In accordance with the provisions of section 6.46 of the *Local Government Act 1995*, offer an early payment incentive for the payment of rates and charges being full payment of all current and arrears of rates including specified area rates, emergency services levy, domestic refuse charge and private swimming pool inspection fees within 35 days of the issue date on the annual rate notice, for eligibility to enter the early incentive prize draw. Five x \$1,000 cash prizes and five x 12 month MARC Lifestyle membership (value \$920 per membership).
- 12 The swimming pool inspections fee, conducted every four years, be levied at \$30 annually.
- 13 The review of fees has been released by the Salary and Tribunal Determination and adopt the following:
13.1 Set the annual attendance fee at \$31,678 to be paid to Councillors;
13.2 Set the annual attendance fee at \$47,516 to be paid to the Mayor;
13.3 Set the annual Mayoral Allowance at \$89,753;
13.4 Set the annual Deputy Mayoral Allowance at \$22,438; and
13.5 Set an annual Information and Communications Technology Allowance at \$3,500.
- 14 The Fees and Charges schedule set out in Attachment 4.3.
- 15 **Material Variance** for the 2020/2021 financial year in accordance with regulation 34(5) of the *Local Government (Financial Management) Regulations 1996* to be used in the monthly statements of financial activity to be the greater of:
15.1 10%; or
15.2 \$100,000.

The material variance is applicable to each revenue and expenditure item within the Nature and Type classification and capital revenue and expenditure.

- 16 The reserve amendments as follows:

Cultural centre	Reallocate balance to Building reserve
Museum	Reallocate balance to Building reserve
Property Acquisition	Retain \$2,000,000 and transfer the remaining balance to Building reserve

Aquatic and Recreation centre	Remove reserve
Community Improvements	Reallocate balance to Building reserve and remove reserve
Traffic Bridge	Remove reserve
Inert Landfill	Reallocate balance to Tims Thicket inert reserve and remove reserve
Road network	Remove reserve
Arts and craft centre	Reallocate balance to Building reserve and remove reserve
Sand Pit Restoration	Reallocate balance to Asset management reserve and remove reserve
Emergency Relief Fund	Reallocate balance to Asset management reserve and remove reserve
Interest on Investments	Reallocate balance to Asset management reserve and remove reserve
Soccer Club Rooms Refurbishment	Reallocate balance to Building reserve and remove reserve
Port Bouvard Surf Life Saving Clubrooms	Reallocate balance to Building reserve and remove reserve
Refurbishment Bortolo Pavilion	Reallocate balance to Building reserve and remove reserve
Refurbishment Rushton Park	Reallocate balance to Building reserve and remove reserve
Refurbishment Meadow Springs Pavilion	Reallocate balance to Building reserve and remove reserve
City Facility Relocation Reserve	Reallocate balance to Building reserve and remove reserve
Sanitation Reserve	Change name to Waste Facilities Reserve Fund

- 17 The Chief Executive Officer to enter into the Short-Term Loan Facility on offer from the Western Australian Treasury Corporation.
- 18 The 12 month cash flow as detailed in Attachment 4.4, as support for the funding application for the Short-Term Loan Facility from the Western Australian Treasury Corporation.
- 19 That up to and including 30 September 2020, the City's lessees and licensees can apply for their lease/license fees to be proportionally reduced based on the amount of their turnover that has reduced since COVID-19.
- 19A Authorise the Chief Executive Officer to enter into agreements with an eligible tenant for the purpose and overarching obligations as a landlord in accordance with the *Commercial Tenancies (COVID-19 Response) Act 2020*

CARRIED WITH ABSOLUTE MAJORITY: 10/1

FOR: Mayor Williams, Councillors Darcy, Di Prinzio, Green, Jackson, Knight, Lee, Pember, Matt Rogers, Peter Rogers

AGAINST: Councillor Zilani

G.18/6/20 REVIEW OF EMERGENCY SERVICES LEVY AGREEMENT (REPORT 5)Summary

The City has a standing agreement with the Department of Fire and Emergency Services (DFES) regarding the administration and remittance of the Emergency Services Levy (ESL) collections. Local governments can choose option A or B to remit ESL.

Under option A, only payments received by the local government are remitted to DFES on a monthly basis. The benefit of option A is that a local government only pays DFES the money it physically receives in the month. Therefore, the local government is not out of pocket as it only pays what it receives.

Under option B, the local government is required to remit the total ESL raised for the year regardless of whether the local government receives the money from the ratepayer. The local government assumes financial responsibility and becomes a liability in the local governments balance sheet.

A review of the options available to the City have been analysed by City officers. Council is requested to give notice to DFES for the termination of option B and advise that the City will be moving to option A.

Officer Recommendation

That Council:

1. Give notice to the Department of Fire and Emergency Services to terminate the agreement for the option B and enter into option A, for the remittance of Emergency Services Levy collected.
2. Request the Department of Fire and Emergency Services to reimburse the City all amounts outstanding for the Emergency Services Levy by the City of Mandurah ratepayers.

Council Resolution**MOTION**

Moved: Councillor C Knight

Seconded: Councillor P Jackson

That Council:

1. **Give notice to the Department of Fire and Emergency Services to terminate the agreement for the option B and enter into option A, for the remittance of Emergency Services Levy collected.**
2. **Request the Department of Fire and Emergency Services to reimburse the City all amounts outstanding for the Emergency Services Levy by the City of Mandurah ratepayers.**

CARRIED: 11/0

G.19/6/20 ASSET CAPITALISATION AND DEPRECIATION POLICY (REPORT 6)Summary

City officers are requesting Council to approve the Asset Capitalisation and Depreciation Policy (Policy) which will provide guidance as to when assets will be capitalised and the useful life range for each asset class. The Policy will direct the accounting of assets and this will be reported in the City's Monthly Financial Report, Annual Financial Report, Annual Budget and the Long Term Financial Plan.

It is important to ensure the City's assets are recognised in accordance with the Australian Accounting Standards Board and Council Policy. The recognition of assets, depreciation and revaluation of assets impacts the City's financial performance and its ratios.

Officer Recommendation

That Council adopt the Asset Capitalisation and Depreciation Policy with effect from the 1 July 2020 as detailed in Attachment 6.1.

Council Resolution**MOTION**

Moved: Councillor Peter Rogers

Seconded: Councillor C Knight

That Council adopt the Asset Capitalisation and Depreciation Policy with effect from the 1 July 2020 as detailed in Attachment 6.1.

CARRIED: 11/0

G.20/6/20 REVIEW OF COUNCIL POLICIES (REPORT 7)Summary

Under section 2.7(2)(b) of the *Local Government Act 1995*, it is Council's role to determine the City of Mandurah's policies. The City has a number of policies in place that require ongoing review and monitoring to ensure good governance.

In accordance with the Council Policy Plan for 2020, the Governance Services team has undertaken a recent review of the following Council policies:

- Legal Representation for Elected Members, Committee Members and Employees; and
- Authority to Execute Documents Policy (Policies).

The Policies were reviewed to ensure compliance with the *Local Government Act 1995*, best practice and alignment with the Operational Guidelines set by the Department of Local Government, Sport and Cultural Industries. The Policies were also reviewed in terms of ensuring that they are still current and providing a meaningful contribution to the City's good governance and risk management.

Now that the reviews, including consultation, have been completed, Elected Members are requested to adopt the amendments to the POL-CPM 06 Authority to Execute Documents Policy and the POL-GOV 02 Legal Representation for Elected Members, Committee Members and Employees Policy.

Officer Recommendation

That Council:

1. Adopts the POL-CPM 06 Authority to Execute Documents Council Policy as per Attachment 7.1.
2. Adopts the POL-GOV 02 Legal Representation for Elected Members, Committee Members and Employees Council Policy as per Attachment 7.2.

Council Resolution**MOTION**

Moved: Councillor Peter Rogers

Seconded: Councillor A Zilani

That Council:

1. **Adopts the POL-CPM 06 Authority to Execute Documents Council Policy as per Attachment 7.1.**
2. **Adopts the POL-GOV 02 Legal Representation for Elected Members, Committee Members and Employees Council Policy as per Attachment 7.2.**

CARRIED: 11/0

G.21/6/20 ANNUAL REVIEW REGISTER OF DELEGATED AUTHORITY (REPORT 8)Summary

A Council decision to delegate authority to the Chief Executive Officer (CEO) or Employees on most occasions can only occur when resolved by Council. Once delegations are given, the City of Mandurah (the City) must maintain a register of the powers or duties delegated with a review to be conducted at least once every financial year.

The 2019-2020 Delegated Authority Review undertaken by Governance Services covered all delegations by the Council to the CEO and, in some limited cases to employees, under various legislation and subsidiary legislation such as the *Local Government Act 1995*, the *Bush Fires Act*, the *Public Health Act 2016* and the *City of Mandurah Town Planning Scheme No. 3*.

The City also reviewed the delegations from the CEO to subdelegates. Previously, the CEO Review would have been combined with the Council Review and put to Council, however this year, the Reviews have been separated so that Council will only consider its delegations, and the CEO will consider the CEO delegations. This is a more efficient way for the Annual Review to operate and reduces time being spent by Council reading irrelevant material.

Section 5.46 of the *Local Government Act 1995* (the Act) requires the City to undertake a review of its delegations once every financial year. The Review of the City's 44 current delegations resulted in recommendations that 27 delegations be amended and re-adopted indefinitely, five be re-adopted indefinitely with no changes, 12 be allowed to lapse (upon adoption of Council's Review), and two new delegations be adopted.

Council is requested to endorse the '2019-2020 Delegated Authority Review – Council Delegations'. Council is also requested to consider and adopt the proposed recommendations that arose from the Review.

Officer Recommendation

That Council:

1. Adopts the "2019-2020 Annual Review of Delegated Authority – Council Delegations" (*Attachment 8.1*) as its own review for the purposes of s. 5.46 of the *Local Government Act 1995* for the 2019-2020 financial year.
2. Adopts that the following delegations be allowed to lapse as at the date and time that Resolution 1 is adopted:
 - 2.1. DA-RCS 01 Recreation Centres – Open Hours
 - 2.2. DA-PBH 09 Submissions Under the Liquor Control Act 1988
 - 2.3. DA-PBH 01 Public Environmental Health Risks
 - 2.4. DA-CMR 02 Sponsorship Agreements
 - 2.5. DA-CMP 03 Light Vehicle Fleet
 - 2.6. DA-GVN 06 Legal Representation for Elected Members, Committee Members and Employees
 - 2.7. DA-LUP 01 Advertising of Planning Proposals
 - 2.8. DA-EVM 02 Management Plans
 - 2.9. DA-LUP 04 Subdivision
 - 2.10. DA-LUP 05 Clearance of Subdivision Conditions
 - 2.11. DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports
 - 2.12. DA-PKR 01 Crown Land (Reserves) Managements Orders Council
3. Adopts the following 5 delegations indefinitely, with no amendments, as per Attachment 8.1:
 - 3.1. DA-FCM 02 Payments from Municipal or Trust Funds
 - 3.2. DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
 - 3.3. DA-LWE 02 Directions in Relation to Development Matters
 - 3.4. DA-PBH 03 Food Act 2008
 - 3.5. DA-PBH 04 Food Act 2008 - Appointments
4. Adopts the following 27 delegations indefinitely, with amendments, as per Attachment 8.1:
 - 4.1. DA-CMS 03 Cat Act 2011
 - 4.2. DA-CMS 04 Dog Act 1976
 - 4.3. DA-FCM 08 Disposing of Property
 - 4.4. DA-CPM 02 Inviting, Rejecting and Accepting Expressions of Interests and Tenders
 - 4.5. DA-DBC 01 Development Applications for Residential Development
 - 4.6. DA-ECD 01 Trading Permits
 - 4.7. DA-PBH 02 Alfresco Dining Licences
 - 4.8. DA-EMS 01 Variations to Burning Times
 - 4.9. DA-EMS 02 Bush Fires Act 1954
 - 4.10. DA-FCM 03 Investment of Funds
 - 4.11. DA-FCM 04 Non-Rateable Status for Land
 - 4.12. DA-FCM 06 Defer, Grant Concessions, Waive or Write off Debts
 - 4.13. DA-LUP 03 Structure Plans and Activity Centre Plans
 - 4.14. DA-LUP 07 Local Development Plans

- | | | |
|-------|-----------|---|
| 4.15. | DA-LWE 01 | Prosecutions/Legal Proceedings |
| 4.16. | DA-LWE 06 | Disposal of Impounded Goods/Vehicles |
| 4.17. | DA-LWE 07 | Authorised Officers |
| 4.18. | DA-LWE 09 | Graffiti Vandalism |
| 4.19. | DA-PBH 10 | Public Health Act 2016 – Functions of an Enforcement Agency |
| 4.20. | DA-DBC 03 | Building and Demolition Permits |
| 4.21. | DA-DBC 04 | Occupancy Permits and Building Approval Certificates |
| 4.22. | DA-DBC 05 | Building Orders |
| 4.23. | DA-DBC 11 | Smoke Alarms – Alternative Solutions |
| 4.24. | DA-DBC 12 | Private Pool Barriers |
| 4.25. | DA-TFT 01 | Parking Administration |
| 4.26. | DA-TFT 01 | Closing of Certain Thoroughfares to Vehicles |
5. Under s. 5.42 of the *Local Government Act 1995*, adopts the following 2 new delegations as set out in Attachment 8.1:
- | | | |
|------|-----------|--|
| 5.1. | DA-PBH 11 | Public Health Act 2016 |
| 5.2. | DA-CPM 04 | Rejecting and Accepting Expressions of Interests and Tenders |
6. Adopts the new Council Policy ‘POL-LUP 08 Planning and Development Responsibilities Council Policy’ as per Attachment 8.2.

Council Resolution

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor A Zilani

That Council:

1. **Adopts the “2019-2020 Annual Review of Delegated Authority – Council Delegations” (Attachment 8.1) as its own review for the purposes of s. 5.46 of the *Local Government Act 1995* for the 2019-2020 financial year.**
2. **Adopts that the following delegations be allowed to lapse as at the date and time that Resolution 1 is adopted:**
 - 2.1. **DA-RCS 01 Recreation Centres – Open Hours**
 - 2.2. **DA-PBH 09 Submissions Under the Liquor Control Act 1988**
 - 2.3. **DA-PBH 01 Public Environmental Health Risks**
 - 2.4. **DA-CMR 02 Sponsorship Agreements**
 - 2.5. **DA-CMP 03 Light Vehicle Fleet**
 - 2.6. **DA-GVN 06 Legal Representation for Elected Members, Committee Members and Employees**
 - 2.7. **DA-LUP 01 Advertising of Planning Proposals**
 - 2.8. **DA-EVM 02 Management Plans**
 - 2.9. **DA-LUP 04 Subdivision**
 - 2.10. **DA-LUP 05 Clearance of Subdivision Conditions**
 - 2.11. **DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports**
 - 2.12. **DA-PKR 01 Crown Land (Reserves) Managements Orders Council**
3. **Adopts the following 5 delegations indefinitely, with no amendments, as per Attachment 8.1:**

- 3.1. DA-FCM 02 Payments from Municipal or Trust Funds
 - 3.2. DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
 - 3.3. DA-LWE 02 Directions in Relation to Development Matters
 - 3.4. DA-PBH 03 Food Act 2008
 - 3.5. DA-PBH 04 Food Act 2008 - Appointments
4. Adopts the following 27 delegations indefinitely, with amendments, as per Attachment 8.1:
- 4.1. DA-CMS 03 Cat Act 2011
 - 4.2. DA-CMS 04 Dog Act 1976
 - 4.3. DA-FCM 08 Disposing of Property
 - 4.4. DA-CPM 02 Inviting, Rejecting and Accepting Expressions of Interests and Tenders
 - 4.5. DA-DBC 01 Development Applications for Residential Development
 - 4.6. DA-ECD 01 Trading Permits
 - 4.7. DA-PBH 02 Alfresco Dining Licences
 - 4.8. DA-EMS 01 Variations to Burning Times
 - 4.9. DA-EMS 02 Bush Fires Act 1954
 - 4.10. DA-FCM 03 Investment of Funds
 - 4.11. DA-FCM 04 Non-Rateable Status for Land
 - 4.12. DA-FCM 06 Defer, Grant Concessions, Waive or Write off Debts
 - 4.13. DA-LUP 03 Structure Plans and Activity Centre Plans
 - 4.14. DA-LUP 07 Local Development Plans
 - 4.15. DA-LWE 01 Prosecutions/Legal Proceedings
 - 4.16. DA-LWE 06 Disposal of Impounded Goods/Vehicles
 - 4.17. DA-LWE 07 Authorised Officers
 - 4.18. DA-LWE 09 Graffiti Vandalism
 - 4.19. DA-PBH 10 Public Health Act 2016 – Functions of an Enforcement Agency
 - 4.20. DA-DBC 03 Building and Demolition Permits
 - 4.21. DA-DBC 04 Occupancy Permits and Building Approval Certificates
 - 4.22. DA-DBC 05 Building Orders
 - 4.23. DA-DBC 11 Smoke Alarms – Alternative Solutions
 - 4.24. DA-DBC 12 Private Pool Barriers
 - 4.25. DA-TFT 01 Parking Administration
 - 4.26. DA-TFT 01 Closing of Certain Thoroughfares to Vehicles
5. Under s. 5.42 of the *Local Government Act 1995*, adopts the following 2 new delegations as set out in Attachment 8.1:
- 5.1. DA-PBH 11 Public Health Act 2016
 - 5.2. DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders
6. Adopts the new Council Policy 'POL-LUP 08 Planning and Development Responsibilities Council Policy' as per Attachment 8.2.

CARRIED WITH ABSOLUTE MAJORITY: 11/0

G.22/6/20 DRAFT LOCAL PLANNING SCHEME 12 AND DRAFT LOCAL PLANNING STRATEGY: FINAL SUPPORT (REPORT 9)Summary

In July 2013, Council resolved to prepare a new local planning scheme and in March 2014 Council adopted a draft Scheme (under the heading 'Mandurah Planning Scheme').

The following year, the *Planning and Development (Local Planning Scheme) Regulations 2015 ('LPS Regulations')* were prepared, advertised and gazetted and became operative in October 2015. The LPS Regulations resulted in significant changes to the format and operation of local planning schemes requiring the draft Scheme to be rewritten and reformatted.

The revised format Scheme, entitled *City of Mandurah Local Planning Scheme No 12* ('Scheme 12') was adopted by Council at its meeting of 24 January 2017.

In September 2018, the City received advice that the Western Australian Planning Commission (WAPC) had determined the Scheme was suitable to be advertised in accordance with the LPS Regulations subject to modifications. However, prior to advertising, the documents were required to be referred to the Environmental Protection (EPA) for consideration pursuant to Section 82 of the Planning and Development Act 2005 ('P&D Act').

Scheme 12 was subsequently forwarded to the EPA and additional provisions were required by the EPA which were resulted in Council adopting a number of changes to draft Scheme 12 in April 2019. These changes were subsequently approved by the EPA and the Western Australian Planning Commission, and consent to advertise the draft Scheme and Local Planning Strategy was granted in October 2019.

In accordance with the requirements of the *Planning and Development (Local Planning Scheme) Regulations 2015*, the Local Planning Strategy and Scheme 12 were advertised for public comment between November 2019 and February 2020, with a total of 21 submissions received during the submission period.

As a result of the submissions, a number of changes have been proposed to Scheme 12 as outlined in the report. As required by the LPS Regulations, Council is required to consider the submissions received and to proceed with the Local Planning Strategy and Scheme 12, with a number of modifications arising from the submissions and operational review by the City's officers.

Alternate Officer Recommendation

That:

1. In accordance with Regulation 14(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, Council resolves to support the draft *City of Mandurah Local Planning Strategy* (dated April 2019) subject to the following modifications and forwards the Strategy to the Western Australian Planning Commission for endorsement:
 - (a) Update references in the Strategy to the *City of Mandurah Strategic Community Plan 2020 – 2040*;
 - (b) Include under Section 2.1 (Activity Centres) – Action to “prepare an Activity Centre Plan / Precinct Plan for the Gordon Road Mixed Business/Industrial Area to explore opportunities to regenerate the location into a key

employment and service-based precinct from it's existing light industrial outcomes, with a focus on achieving a more efficient use of the area and improved appearance."

- (c) Include under Section 2.3 (Environment and Biodiversity) – Action to “review the zoning and subdivision potential of Lot 1 Old Coast Road, Bouvard” which is currently shown as Rural Residential (5ha minimum) on the Strategy map;
2. In accordance with Part 5 Division 3 of the Planning and Development Act 2005 and Regulation 25(3) of the Planning and Development (Local Planning Scheme) Regulations 2015, Council resolves to support the draft City of Mandurah Local Planning Scheme No 12 Scheme (Scheme Text and Scheme Maps dated October 2019) subject to the proposed modifications outlined in Attachment 9.2 (amended) and under Regulation 28, forwards the Scheme to the Western Australian Planning Commission for approval and recommendation to the Minister for Planning.
3. Authorises the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the Local Government Act 1995, to execute under Common Seal, the City of Mandurah Local Planning Scheme No 12 (as amended).

Comment: Attachments 9.1 and 9.2 have been amended as follows:

- Attachment 9.1:

- (a) a plan showing the Location of Submissions was intended to be included in the Schedule of Submission (page 281 of the agenda). The updated Attachment provides this plan, which is provided for context and information regarding the location of submissions received;
- (b) Responses to submissions on Aged Care parking requirements (Submissions 5 and 6) were modified to read “*1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by the local government following the submission of a traffic management report.*” The officer’s report outlined this requirement, however the attachments included in the Agenda stated 1 per 1 bed which was a drafting error.

- Attachment 9.2:

Modification No 10 in the Schedule of Modifications in respect to parking requirements for Aged Care has been modified to read “*1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by the local government following the submission of a traffic management report*” which as per above was a drafting error.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Mayor R Williams

That:

1. In accordance with Regulation 14(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015*, Council resolves to support the draft *City of Mandurah Local Planning Strategy* (dated April 2019) subject to the following modifications and forwards the Strategy to the Western Australian Planning Commission for endorsement:

- (a) **Update references in the Strategy to the *City of Mandurah Strategic Community Plan 2020 – 2040*;**
 - (b) **Include under Section 2.1 (Activity Centres) – Action to “prepare an Activity Centre Plan / Precinct Plan for the Gordon Road Mixed Business/Industrial Area to explore opportunities to regenerate the location into a key employment and service-based precinct from it’s existing light industrial outcomes, with a focus on achieving a more efficient use of the area and improved appearance.”**
 - (c) **Include under Section 2.3 (Environment and Biodiversity) – Action to “review the zoning and subdivision potential of Lot 1 Old Coast Road, Bouvard” which is currently shown as Rural Residential (5ha minimum) on the Strategy map;**
2. **In accordance with Part 5 Division 3 of the Planning and Development Act 2005 and Regulation 25(3) of the Planning and Development (Local Planning Scheme) Regulations 2015, Council resolves to support the draft City of Mandurah Local Planning Scheme No 12 Scheme (Scheme Text and Scheme Maps dated October 2019) subject to the proposed modifications outlined in Attachment 9.2 (amended) and under Regulation 28, forwards the Scheme to the Western Australian Planning Commission for approval and recommendation to the Minister for Planning.**
 3. **Authorises the Mayor and the Chief Executive Officer, in accordance with Section 9.49a of the Local Government Act 1995, to execute under Common Seal, the City of Mandurah Local Planning Scheme No 12 (as amended).**

CARRIED: 11/0

G.23/6/20 LONG TERM CYCLE NETWORK: UPDATES TO 2018 CYCLE PLAN (REPORT 10)

Summary

In 2018, Council adopted the ‘City of Mandurah Cycle Plan’ alongside a Walkability Plan as an integral component of a pending Integrated Transport Plan. These plans were prepared to help identify opportunities and provide strategic direction in the provision of walking and cycling infrastructure.

Following Council’s endorsement of the Cycle Plan, the Department of Transport (DoT) has been working towards the development of a consolidated Long Term Cycle Network (LTCN) with local governments in Perth and Peel to agree on bicycle routes, with the aim to develop an aspirational blueprint to ensure State and Local governments work together towards the delivery of one continuous cycle network.

In order to ensure that the City is eligible for funding allocated WA Bicycle Network Grants Program administered by DoT, it is recommended that Council update the previously approved Cycle Plan to incorporate the updated LTCN plan.

Officer Recommendation

That Council:

1. Adopts modifications to the City of Mandurah Cycle Plan to include the aspirational Long Term Cycle Network (LTCN) as shown in Attachment 10.1 and notes some adjustments to path priorities outlined in the Report.
2. Notes, the endorsement of the LTCN does not commit Council nor State Government agencies to deliver all, or any part, of the LTCN within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route within the LTCN.
3. Notes that endorsement of the LTCN confirms support for Council and State Government agencies to work together in delivering the aspirational LTCN over the longer term.

Council Resolution**MOTION**

Moved: Councillor D Lee
Seconded: Councillor C Knight

That Council:

1. **Adopts modifications to the City of Mandurah Cycle Plan to include the aspirational Long Term Cycle Network (LTCN) as shown in Attachment 10.1 and notes some adjustments to path priorities outlined in the Report.**
2. **Notes, the endorsement of the LTCN does not commit Council nor State Government agencies to deliver all, or any part, of the LTCN within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route within the LTCN.**
3. **Notes that endorsement of the LTCN confirms support for Council and State Government agencies to work together in delivering the aspirational LTCN over the longer term.**

CARRIED: 11/0

7.07pm: At this juncture in the meeting Mayor Williams checked to confirmed that all attendees remained connected and in attendance at the electronic meeting. Mayor Williams proposed the meeting be adjourned for five minutes to address connection issues pertaining to Councillor Matt Rogers.

Councillor Matt Rogers left the meeting at 7.07pm and did not return.

G.24/6/20 ELECTRONIC CONNECTION ADJOURNMENT**MOTION**

Moved: Mayor R Williams
Seconded: Councillor C Knight

That the meeting adjourns at 7.08pm for five minutes to resolve electronic connection issues.

CARRIED: 10/0

THE MEETING ADJOURNED AT 7.08PM AND RESUMED AT 7.13PM

G.25/6/20 DUAL NAMING OF CITY OF MANDURAH BUILDINGS (REPORT 11)Summary

The City of Mandurah's vision is to create an inclusive community with strong relationships across cultures, based on mutual respect and understanding. Reconciliation involves justice, recognition and healing and recognises the honoured place of the First Australians. The Reconciliation Action Plan (RAP) journey has provided the City with opportunities to build meaningful, mutually beneficial relationships with the Aboriginal community. It has also enabled the organisation to deliver a number of quality outcomes for both Aboriginal and non-Aboriginal communities.

The dual naming of parks and reserves was a priority of the RAP 2015-2017 and as a result, there are now several dual named parks and reserves throughout the City. The recently endorsed third RAP 2019 – 2022 aims to build on the work that has been done in the area of dual naming in a more visible, bold way. The dual naming of City buildings will increase the visibility and therefore normalisation of Noongar language, allowing Aboriginal people to 'see themselves' in the City's prominent public spaces. Furthermore, this will also demonstrate the City's ongoing commitment to reconciliation and recognises the equal status of Aboriginal and non-Aboriginal culture and language.

The report seeks Council endorsement for the dual naming of 11 City buildings, with four occurring in the coming financial year.

Officer Recommendation

That Council:

1. Approves the dual naming of four City buildings, as follows:
 - 1.1 Administration - *Yoolin Mia*
 - 1.2 Council Chambers - *Boordiya Mia*
 - 1.3 Billy Dower Youth Centre - *Moorditj Mia*
 - 1.4 Mandurah Seniors and Community Centre - *Dandjoo Kaadadjan Mia*

2. Acknowledges that the following City buildings will be further considered for dual naming via the City's Reconciliation Action Group;
 - 2.1 Mandurah Aquatic and Recreation Centre
 - 2.2 Mandurah Library

- 2.3 Falcon eLibrary
 - 2.4 Lakelands Library and Community Centre
 - 2.5 Mandurah Community Museum
 - 2.6 Mandurah Ocean Marina
 - 2.7 City Works Depot
3. Notes that dual names for recommended future facilities will be considered by the Reconciliation Action Plan steering committee and brought back before Council
 4. Approve amendments to the 'Naming of Community Infrastructure and Public Places' (Attachment 11.1) and 'Aboriginal Connection to Country (Land)' (Attachment 11.2) policies to reflect a commitment to dual naming of Council buildings.

Council Resolution

MOTION

Moved: Councillor Peter Rogers

Seconded: Mayor R Williams

That Council:

1. Approves the dual naming of four City buildings, as follows:
 - 1.1 Administration - *Yoolin Mia*
 - 1.2 Council Chambers - *Boordiya Mia*
 - 1.3 Billy Dower Youth Centre - *Moorditj Mia*
 - 1.4 Mandurah Seniors and Community Centre - *Dandjoo Kaadadjan Mia*
2. Acknowledges that the following City buildings will be further considered for dual naming via the City's Reconciliation Action Group;
 - 2.1 Mandurah Aquatic and Recreation Centre
 - 2.2 Mandurah Library
 - 2.3 Falcon eLibrary
 - 2.4 Lakelands Library and Community Centre
 - 2.5 Mandurah Community Museum
 - 2.6 Mandurah Ocean Marina
 - 2.7 City Works Depot
3. Notes that dual names for recommended future facilities will be considered by the Reconciliation Action Plan steering committee and brought back before Council
4. Approve amendments to the 'Naming of Community Infrastructure and Public Places' (Attachment 11.1) and 'Aboriginal Connection to Country (Land)' (Attachment 11.2) policies to reflect a commitment to dual naming of Council buildings.

CARRIED: 10/0

**G.26/6/20 CONSULTATION PAPER STATE GOVERNMENT WASTE LEVY: REVIEW
(REPORT 12)**Summary

The State Government's Waste Strategy 2030 includes a headline strategy to review the scope and application of the levy to ensure that it meets the objectives of the Strategy.

The Department of Water and Environment Regulation (DWER) has subsequently prepared and released a Consultation Paper on the review of the State Government Waste Levy (Levy) and is seeking input from key stakeholders as part of the evidence to inform the review. The deadline for submission is 15 July 2020.

The waste levy applies to waste that is generated within the Perth Metropolitan Area and is disposed of at landfill. The levy increases the cost of landfill disposal, which is intended a financial incentive to decrease the quantity of waste to be disposed of at a landfill facility.

The current landfill levy rate is \$70/tonne for putrescible waste and \$105/m³ for inert waste. The City disposes of approximately 45,000 tonnes of general waste and 11,000 tonnes of inert waste to landfill each year. The City does not pay the levy, as its waste is not generated nor disposed of into the metropolitan area.

The review of the waste levy is important to the City as the State Government is looking to review both its scope and application, and reforms could result in the levy being applied to the Peel Region and/or Waste to Energy facilities which would have a significant financial impact on the City's ratepayers.

Council is requested to consider the issues within the Consultation Paper and endorse a recommended response to the Department of Water and Environment Regulation.

CommentConsultation QuestionsChapter 2

Are there any beneficial outcomes that can be achieved by a levy beyond those identified in the objectives of the Waste Strategy 2030?

Response:

Waste levies can provide an incentive for waste collectors to find a more economic method to dispose of waste material that can be recovered, however, for this to be viable, effective recovery options need to exist. This is becoming increasingly difficult in view of the China National Sword Policy which has prevented the export of recyclable products to overseas markets and thus resulted in falling commodity prices. It is therefore important that levy funds are used to invest in local resource recovery options and support local waste initiatives, rather than be allocated to consolidated revenue or fund government operations.

Chapter 3

Are there any other strengths or weaknesses of a waste levy as an instrument for achieving the objectives of the Waste Strategy 2030?

While the Consultation Paper states that the expenditure of the Levy does not form part of the scope of this consultation, an inherent weakness of the Levy is how these funds are spent by State Government with a very small portion being allocated to strategic waste initiatives. All funds collected from the waste Levy should be fully hypothecated (100%) to strategic waste management initiatives and not be used for funding core State Government functions.

The recycling issues that have arisen from the National China Sword Program are clearly evident within the industry and the State Government has demonstrated no commitment or leadership in addressing these issues.

High quality materials are able to be exported into overseas markets. Mixed plastics and mixed paper have a very weak market demand.

As a result, a lot of material is being stockpiled and this is now reaching critical limits. The likely solution to this is disposing of such products via landfill.

Effective application of the Levy would be pivotal in achieving the objective to recover more value and resources from waste as State Government investment will boost confidence in the waste sector and drive the development of local markets for the resources collected.

The City has previously raised concerns during the consultation phase of the Waste Strategy 2030 document and the associated action plan. For example, one headline strategy relates to the mandatory implementation of the Food and Organics (FOGO) service for all local governments within the metropolitan area and Peel region by 2025. However, despite numerous requests, DWER have been unable to produce a Business Case that justify the implementation of the FOGO service on economic, environmental and social grounds.

Chapter 4

How has the waste levy benefitted or affected your waste business or operations?

Can you advise of any recycling and waste diversion opportunities that would become viable if the waste levy was increased or applied in different ways? What rate of levy could be required to make these viable?

Please provide information on potential impacts which may result from increasing the waste levy?

If you knew when the waste levy was going to be varied, how would it affect your decisions about managing waste or related investments?

Whilst the City has not been required to pay the landfill Levy to date, it is clearly seen as a State Government tax and therefore an impost on the community. However, the expansion of the levy to include the Peel region and/or an imposition of the levy onto non-residual waste at Waste to Energy facilities will have a significant financial impact on Mandurah ratepayers and there would be very limited opportunities to recover or access funding from the WARR account.

The levy should support local businesses in the establishment of waste related resource recovery activities through economic subsidies or the like. Population densities are insufficient or incapable of supporting standalone resource recovery businesses and the levy should be used to incentivise these activities.

Illegal dumping is already a major issue in many local governments, including Mandurah, and the imposition of a levy into the Peel region will increase gate fees at waste facilities and further exacerbate the prevalence of illegal dumping in our community.

The City will have no choice but to pass on the full charge of the Levy to ratepayers through the annual rubbish charge as this is the prime mechanism for funding the waste portfolio. The Levy is a State Government imposition and beyond the control of local governments.

Chapter 5

How might the Government best balance the need for responsiveness to emerging knowledge about best practice waste management with the benefits of providing the confidence about future waste levy rates?

Local government requires certainty about the Levy and future increases so it can effectively plan and budget, and has a firm basis from which to develop business cases on changes to waste services.

Business cases by State Government should be made available to local governments for comment. That is, they should be open and accountable and include evaluation of overseas trends to justify the position taken.

However, it is also important that State Government is more open and responsive to technology changes within the industry (i.e. waste to energy and recycling of products) and they need to be cognisant of this matter when developing future schedules of Levy rates.

Chapter 6

Are there opportunities for the recovery of regional waste that would be made more viable by a regional waste levy?

Where are these opportunities most likely to be viable?

What rate of waste levy could be required to make them viable?

Under special circumstances, it is possible that an expanded waste levy area could make evasion less financially attractive. How does the cost of transporting waste over long distances compare with the cost of the levy?

What other advantages or disadvantages could arise from a regional waste levy?

The City does not support the application of the waste levy to landfills in the Peel region or other non-metropolitan areas.

An imposition of a levy to the Peel region (and Mandurah) will have an impact on local businesses as the majority of waste from commercial businesses is sent to landfill and will therefore incur the levy. The levy will need to be passed directly onto local businesses by their waste service providers.

The City's inert landfill facility in Tims Thicket will be directly impacted by the waste levy as all incoming waste would incur the levy payment. This is likely to reduce volumes of waste currently disposed of at the site. In addition, DWER have recently amended Regulations requiring that all landfills that receive leviable waste must have an operating weighbridge onsite. The capital cost for a weighbridge at this site is in the order of \$140K and the City would be required to fund the weighbridge if the site was to remain open.

Illegal dumping continues to be a significant issue for the City (and many other local governments) and the subsequent increase in fees and charges at the City's waste facilities due to a potential levy, would further exacerbate the prevalence of illegal dumping in our region.

Chapter 7

*Waste Strategy 2030 proposes that by 2020, only residual waste will be used for energy recovery. How will this requirement affect your waste management operations?
Would a waste levy on energy recovery have a different effect on your operations?
Are there any other waste management options where applying a levy could help achieve the objective of Waste Strategy 2030?*

The City is a member of the Rivers Regional Council and subsequently signed a long-term contract and committed all of the City's waste to the Avertas Energy Waste to Energy (WtE) facility currently under construction in Kwinana. The procurement process for this service was lengthy and convoluted and RRC and member Council's executed contracts in 2015, which was well before the introduction of the Waste Strategy 2030 – which now commits local governments to the implementation of the Food and Organic (FOGO) service.

The State Government were fully aware of the position of RRC members with respect to the Waste to Energy facility and that participants were required to commit to the delivery of minimum tonnages of waste to the facility. However, Waste Strategy 2030 was drafted in conflict with the RRC position. This was raised by the City through the consultation period, but no changes were made to the document when it was finally released.

An imposition of a regional levy on non-residual waste at Waste to Energy facilities will have a significant financial impact on the City and could impact on the ongoing financial viability of the Waste to Energy plant.

The City strongly opposes any application of a Levy on a waste to energy facility, or any licensed premises whose primary purpose is resource recovery i.e. material recovery facilities, green waste processing facilities and alternative waste treatment facilities.

The rationale for not imposing a Levy on waste to energy facilities can be summarised as follows:

- Changing WtE project economics

Millions of commercial investment dollars have been committed to WtE to allow RRC member Council's to lead the way in landfill diversion, and fiddling with the economics of WtE at this early stage of development would be detrimental to the project and potentially impact on landfill diversion targets. Major projects like WtE require commercial stability for funders and operators to commit long term capital. Whilst the Waste Strategy 2030 does not have the same standing as legislation, it does carry regulatory type support. The contractual commitments entered into by participants prior to the release of the Waste Strategy 2030 will require consideration by the State Government in any decision to change the economics of WtE.

- WtE should be recognised as equivalent to composting as part of the overall solution to achieving the zero landfill objectives of the Waste Strategy 2030.
- WtE produces less greenhouse gases than composting:
 - DWER/Waste Authority have not been able to produce a business case for the source separation of organics (FOGO bin), and legislating for a circular economy outcome without a plan for a complete and competitive market, is a significant risk to all involved. The market for recoverable organics is not yet established and no business case has been developed by the DWER/Waste Authority.

- The case for the third bin is not economic or financial so it relies on sustainable waste management factors.
- During most debates about sustainable waste management practices, the pro-composting parties believe that incineration is worse for the environment. Papers based on independent studies prove otherwise.
 - Waste management options to control greenhouse gas emissions – landfill, compost or incineration? Paper for the ISWA Conference, Portugal, October 2009 by Barbara Hutton, Research student, Master of Sustainable Practice, RMIT University, Ed Horan, Program Director, Master of Sustainable Practice, RMIT University, Melbourne and Mark Norrish, Mathematics, Australian National University, Canberra (Australia).
 - The Ecological Footprint of Composting and Incineration of Garden Waste in Denmark. An evaluation of the ecological benefits of incinerating garden waste in waste-to-energy facilities versus composting. An Interactive Qualifying Project submitted to the faculty of Worcester Polytechnic Institute in partial fulfillment of the requirements for the Degree of Bachelor of Science Submitted by: Seth Chapman Nikki Clardy Nathan Webb.
- Findings from both reports: -
 - Incineration of waste had the least climate impact of the three methods of disposal, followed by landfill with gas capture. This study did not estimate CO₂ savings from waste-to-energy, only the benefits from reducing greenhouse gas emissions, CH₄ and N₂O, from landfill and composting. If energy-from-waste is used to replace coal-fired electricity, results for incineration and landfill gas capture would be even greater.
 - This report assesses the environmental impacts of incineration with energy recovery and composting as two options for the disposal of garden waste in Denmark. By analysing literature and speaking with experts in the field of waste management a recommendation was formed as to the most ecologically friendly plan for garden waste management. This study concludes that in most instances, incineration proves to be more environmentally friendly.
 - These outcomes did not include the saving of “emissions” from the pickup operation of the 3rd bin or the considerable savings of fuels from the incinerator power generation, which would make the case for incineration stronger.
- RRC member Council's and the City of Canning will achieve the objectives detailed in the Waste Strategy 2030:
 - 70% material recovery* by 2025
 - No more than 15% of waste landfilled by 2030.
 - Waste Strategy 2030 states that resource recovery includes the recovery of energy from waste.

* *Subject to WtE being classified as material recovery, which is not defined (but resource recovery is and includes energy from waste) within the Strategy.*

- Interestingly re-use of organics (no levy applied) after they rot into compost and then not used again is considered a higher option than producing power via thermal treatment (saving fossil fuels) and defined as re-use under Waste Strategy 2030. Whilst the Strategy states that WtE is the least preferred method of resource recovery, it remains a viable alternative to landfill and should NOT therefore be penalised.
- RRC members executed the Waste to Energy Agreements in 2015 with participants required to commit to minimum tonnes of waste to successfully close the negotiations. At that time there was no conflict with the State Waste Strategy – which was primarily focused on landfill diversion. It is highly unlikely that the City would have sufficient quantities of waste to introduce an organic separation service (FOGO bin) by 2025 – which is required in the Waste Strategy - without incurring financial penalty under the WtE Agreement.
- Waste to Energy is a legitimate solution for diversion from landfill and should be allowed to develop without market interference.

Chapter 8

What other changes to the design or implementation of the waste levy could help make it more effective or efficient in achieving the targets of the Waste Strategy 2030?

A clear rationale for the Levy is essential for assessing the appropriateness of all policy decisions which relate to the Levy, such as how it is charged, the rate applied and importantly where the money is spent.

Officer Recommendation

That Council endorse a submission to the Department of Water and Environment Regulation on the Review of Waste Levy Consultation Paper outlining the key elements and addressing the consultation questions detailed in this report.

Council Resolution

MOTION

Moved: Councillor J Green
Seconded: Councillor A Zilani

That Council endorse a submission to the Department of Water and Environment Regulation on the Review of Waste Levy Consultation Paper outlining the key elements and addressing the consultation questions detailed in this report.

CARRIED: 10/0

G.27/6/20 WASTE ALLIANCE AGREEMENT 2017: EXTENSION OF TERM (REPORT 13)

Summary

The City invited tenders for the provision of Waste Management Services, using an Alliance style of contract, in December 2016.

Council awarded the contract to Cleanaway Pty Ltd at its meeting on 26 April 2017 for an initial period of seven years, with three possible one-year extensions subject to the successful performance as measured against key performance indicators. The contract formally commenced on 1 September 2017 for a maximum term of ten years.

The contract includes a provision for the contractor to extend the period of the contract subject to satisfactorily meeting and exceeding key performance indicators.

The contract may be extended by up to three years by being awarded one year extensions by meeting key performance indicators in year two, year four and year six of the contract.

The Alliance Board considered the 2018/2019 key performance indicator report at its meeting of 4 March 2020 and resolved to recommend that Council award Cleanaway a one year extension to the term of the contract. The contract term will now be eight years with further extensions being considered in year four and year six.

The Waste Alliance Board therefore recommends that Council grants Cleanaway Pty Ltd a one year extension to the Waste Alliance Agreement 2017, pursuant to clause 3.2 of the Contract.

Officer Recommendation

That Council grants Cleanaway Pty Ltd a one-year extension to the Waste Alliance Agreement 2017, pursuant to clause 3.2 of the Contract.

Council Resolution

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor D Pember

That Council grants Cleanaway Pty Ltd a one-year extension to the Waste Alliance Agreement 2017, pursuant to clause 3.2 of the Contract.

CARRIED: 10/0

G.28/6/20 BUSHFIRE PREVENTION AND CONTROL POLICY (REPORT 15)

Summary

Based on recommendations of the City's Bushfire Advisory Committee (BFAC), Council is requested to consider changes to the City's Bushfire Prevention and Control Policy. These changes, if adopted, will translate into the 2020-21 Firebreak and Fuel Hazard Reduction Notice (Fire Compliance Notice) through advertising and gazettal in accordance with the Bushfires Act 1954.

It is recommended Council shorten the period where burning of garden refuse is permitted. This period of limited burning is currently from 1 April to 30 November inclusive with the requirement to comply with strict permit conditions. The proposed change would see the period where burning of garden refuse is permitted shortened to between 1 May to 31 October inclusive, with the same conditions applying. The City is advised through BFAC that weather conditions within this period, too often, represent a risk to fire fighters and the broader

community where burning is undertaken. Although processes are in place regular cancellation of burning permits can create risk and confusion.

The other change recommended is the introduction of mandatory vertical clearance of 4.2m for the driveways of properties 4000m² and over. It has been advised by brigades that in bushfire emergencies they are likely to utilise driveways for access to protect properties. There is concern that overhanging branches in this situation may cause damage to essential vehicle infrastructure and the City should seek to resolve this issue through its fire notice.

Following a notice of motion approved by Council on 26 February 2019, the City implemented pre-season fire compliance inspections in lower risk areas in addition to its normal public education campaign. This process saw a significantly increased level of compliance in the 2019-20 fire season.

Alternate Officer Recommendation

That Council:

1. Approves modifications to Council Policy POL – EMS 01- Bushfire Prevention and Control as noted within Attachment 15.1 amended.
2. Notes reduced infringement numbers relating to non-compliance with the City's Fire Break and Fuel Hazard Reduction Notice for the 2019-20 fire season.

Comment: Given the restriction in the burning of garden refuse period to reduce risk, to assist land owners complete works it is requested that an amendment to the Policy be made with a change in the second last sentence from:

Properties of area less than 2 hectares to burn 1m³ of refuse at one time.

to:

Properties of area less than 2 hectares to burn 2m³ of refuse at one time.

Council Resolution

MOTION

Moved: Councillor C Knight

Seconded: Councillor D Pember

That Council:

1. **Approves modifications to Council Policy POL – EMS 01- Bushfire Prevention and Control as noted within Attachment 15.1 amended.**
2. **Notes reduced infringement numbers relating to non-compliance with the City's Fire Break and Fuel Hazard Reduction Notice for the 2019-20 fire season.**

CARRIED: 10/0

G.29/6/20 PUBLIC HEALTH PLAN 2020-2023 (REPORT 16)Summary

The *Public Health Act 2016* (the Act), sets out the requirements for all local governments to prepare a Public Health Plan that applies to its local government district. Through its close connection to the community and provision of wide ranging services and facilities, local governments have often underestimated their role in influencing local health outcomes.

At its meeting of 11 July 2017, Council endorsed the preparation and implementation of the Local Public Health Plan ("Plan"). Through the development of the Plan, there has been attention paid to aligning with the Mandurah Matters community engagement process, to ensure it is consistent with the vision of the community and to avoid duplicating elements of the consultation process.

The novel coronavirus (COVID-19) pandemic has delayed the implementation of the Plan due to government restrictions impacting the functions of all levels of government and the community. The key strategies of the Plan have continued to be a focus during the pandemic whilst the City's operations and labour have been diverted to ensure the community's needs are being met during these unprecedented times.

It is acknowledged that the broader public health impacts associated with COVID-19 are not entirely understood at this stage and there will continue to be a level of uncertainty for the foreseeable future. It is important that the City continues to progress the implementation of the Plan to provide strategic direction for the health and wellbeing of the community.

The purpose of the report is to provide an overview of the development of the Plan and present the Plan for endorsement by Council.

Officer Recommendation

That Council:

1. Endorse the City of Mandurah Public Health Plan 2020-23.
2. Approve the Mayor and CEO to undertake advocacy activities seeking funding from the State Government for implementation of the Public Health Plan up to a value of \$122,000 per annum.

Council Resolution**MOTION**

Moved: Councillor D Pember

Seconded: Councillor C Knight

That Council:

- 1 Endorse the City of Mandurah Public Health Plan 2020-23.**
- 2. Approve the Mayor and CEO to undertake advocacy activities seeking funding from the State Government for implementation of the Public Health Plan up to a value of \$122,000 per annum.**

CARRIED: 10/0

MOTIONS OF WHICH NOTICE HAS BEEN GIVEN [AGENDA ITEM 21]**G.30/6/20 COUNCILLOR PETER ROGERS: TRAFFIC ASSESSMENT: ORMSBY TERRACE**

Councillor Peter Rogers moved the following motion following a recent community meeting at Ormsby Terrace where residents raised concerns of speeding and hoon driving.

Councillor Peter Rogers suggested a traffic assessment of the road should be considered to inform of any possible steps or actions that might be required to manage traffic activities in this section of the road.

MOTION

Moved: Councillor Peter Rogers

Seconded: Councillor M Darcy

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

CARRIED: 10/0

NOTICE OF MOTIONS FOR CONSIDERATION AT THE FOLLOWING MEETING [AGENDA ITEM 22]

Nil.

LATE AND URGENT BUSINESS ITEMS [AGENDA ITEM 23]

Nil.

CONFIDENTIAL ITEMS [AGENDA ITEM 24]

Nil.

CLOSE OF MEETING [AGENDA ITEM 25]

There being no further business, the Mayor declared the meeting closed at 7.39pm.

CONFIRMED (MAYOR)

Attachments to Council Minutes:**Committee Recommendations and Council Report Attachments**

Minute	Item	Page
G.11/6/20	Risk Management Policy and Risk Management Framework Attachment 2.1	1 – 5
G.11/6/20	Risk Management Policy and Risk Management Framework Attachment 2.2	6 – 45
G.14/6/20	Recruitment of Director Place and Community and Review of Senior Employees Council Policy Attachment 1.2 amended	46
G.15/6/20	Financial Report May 2020 Attachment 2.1	47 – 78
G.15/6/20	Schedule of Accounts May 2020 Attachment 2.2	Electronic only
G.17/6/20	Adoption of Annual Budget for 2020/2021 Attachment 4.1	79 – 126
G.17/6/20	Adoption of Annual Budget for 2020/2021 Attachment 4.2	127 – 130
G.17/6/20	Adoption of Annual Budget for 2020/2021 Attachment 4.3	131 – 162
G.17/6/20	Adoption of Annual Budget for 2020/2021 Attachment 4.4	163 – 169
G.19/6/20	Asset Capitalisation and Depreciation Policy Attachment 6.1	170 – 174
G.20/6/20	Review of Council Policies Attachment 7.1	175 – 179
G.20/6/20	Review of Council Policies Attachment 7.2	180 – 184
G.21/6/20	Annual Review Register of Delegated Authority 8.1	185 – 245
G.21/6/20	Annual Review Register of Delegated Authority 8.2	246 – 247
G.22/6/20	Local Planning Scheme and Strategy Attachment 9.1 Amended	248 – 282
G.22/6/20	Local Planning Scheme and Strategy Attachment 9.2 Amended	283 – 290
G.23/6/20	Long Term Cycle Network: Updates to 2018 Cycle Plan Attachment 10.1	291
G.25/6/20	Dual Naming of City of Mandurah Buildings Attachment 11.1	292 – 294

G.25/6/20	Dual Naming of City of Mandurah Buildings Attachment 11.2	295 – 296
G.28/6/20	Bushfire Prevention and Control Policy Attachment 15.1 Amended	297 – 300
G.29/6/20	Public Health Plan 2020-2023 Attachment 16.1	301 – 318

Confidential Attachments

Minute	Item	Page
G.10/6/20	Office of The Auditor General: Information Systems Audit Confidential Attachment 1.1	1 - 6
G.16/6/20	Waste Alliance Budget and Refuse Charge 2020/21 Confidential Attachment 3.1	7

COUNCIL POLICY

POL-RKM 01

Introduction:

As a public authority, the City of Mandurah (the City) is exposed to a broad range of risks which, if not managed, could adversely impact on its ability to achieve the strategic community objectives.

Therefore, the City will implement a risk management system encompassing a Risk Management Framework, this Policy and Risk Management Procedures to identify and address, where practicable, areas of risk within the City. The system adopted will be consistent with *Australian and New Zealand Standard ISO 31000:2018 Risk Management Guidelines* (the Standard).

The intent of this policy is to create an environment where Council, management and staff accept direct responsibility for risk management, through development, implementation and maintaining of effective risk management practices. Risk management is the responsibility of everyone and will be treated as an integral part of the City's culture, policies, protocols and processes.

Objective:

The objectives of the risk management and this policy are:

- **Protection:** to safeguard the City's assets - people, financial sustainability, environment, property, reputation and information;
- **Improved quality:** to use risk management principles as a tool for improving the reliability, effectiveness and efficiency of services and infrastructure to a consistently high standard;
- **Increase success:** strengthen financial and non-financial outcomes by using risk assessments to make better informed decisions and clearly articulate what is achievable;
- **Minimise adverse impacts:** to undertake good and proper management of risks in order to prevent loss, damage and minimise harm from the City's services and infrastructure on the community, visitors and the environment; and
- **Opportunity and innovation:** to capitalise on opportunities identified, foster creativity and facilitate innovation for future success within a sound environment.

Statement:

1. APPLICABILITY

This policy applies to all risk management activities undertaken by City officers, volunteers, appointed representatives and where applicable, contractors.

2. POLICY REQUIREMENTS

2.1 The City will manage risk in accordance with the Standard, and will, at all levels of the organisation, ensure the following is achieved:

- Design and implement a Risk Management Framework that is consistent with the Standard to provide a common structure for all risk management activities across the City;

- Identify, assess and prioritise the strategic risks for each objective stated in the *City of Mandurah Strategic Community Plan 2020-2040* and ensure risk treatments are implemented progressively based on the level of risk and the effectiveness of the current controls;
- Manage all identified risks and undertake regular review of all identified risks;
- Integrate risk management processes into existing business planning cycles and operational processes across all levels of the organisation;
- Act in accordance with relevant legislation and consider political, social, natural and economic environments when managing risk;
- Create and actively promote a culture of risk awareness across the City through implementation, expectation and equipping staff with risk management tools for individual and organisational development; and
- Ensure resources and operational capabilities are identified and allocated to all aspects of the City's Risk Management Framework.

2.2 All levels of the City shall incorporate the following principles of Risk Management. These principles are the City's commitment to create, value and foster effective and efficient risk management.

The City's risk management approach will:

- A. be **integrated** into all management planning and operational processes undertaken or overseen by The City;
- B. be a **structured and comprehensive** approach that is applied to ensure risk management processes are systematic and timely;
- C. be **customised** to fit seamlessly within The City's diverse strategic, operational and project-based activities and in proportion to the external and internal context in which the City operates;
- D. be **inclusive** of internal and external stakeholder's knowledge, views and perceptions for transparency and better-informed decision-making;
- E. be **dynamic, current** and **responsive** to anticipate and manage change in a meaningful and timely manner;
- F. be based on the **best available information** considering historical, current and future expectations as would be reasonably foreseeable;
- G. be the **responsibility of all**, from Council to the CEO to every employee, forming an essential element in the City's 'One Team' culture; and
- H. be **continually improved**.

2.3 The City will use the following elements of the Standard as the model for implementing and managing the risk management process within Council's business operations.

- **General**

The City will ensure the risk management process becomes an integral part of management, embedded in the culture and practices, and tailored to its business processes.

- **Communication and consultation**

The City will communicate and consult with external and internal stakeholders during all stages of the risk management process, and will address issues relating to the risk - its causes, its consequences (if known) and the measures being taken to treat it. This process will ensure accountability on the part of those implementing the risk management process.

- **Establish the scope, context and criteria**

By establishing the context, the City will articulate its risk objectives, consider the external and internal parameters, set the scope and criteria for the risk management process. This will be undertaken in full consideration of the need to justify the resources required to be used in carrying out risk management.

- **Risk identification**

The City will identify sources of risk, areas of impacts, events (including changes in circumstances) and their causes and potential consequences. The aim of this step is to generate a comprehensive list of risks based on those events that may create, enhance, prevent, degrade, accelerate or delay the achievement of the City's objectives.

- **Risk analysis**

The City will identify causes and sources of risk, the positive and negative consequences, and the likelihood of those consequences occurring. Existing controls, their effectiveness and efficiency, will also be considered. The analysis will identify the inherent risk level and residual risk level once controls and treatments have been applied.

- **Risk evaluation**

The City will compare the level of risk with the established context and criteria for the risk. Risk controls and treatment will then be considered. Such decisions will take into account the wider context including the risk tolerance thresholds of internal and external stakeholders that may be impacted by the risk. Decisions will be made in accordance with any legal requirements and obligations the City may have.

- **Risk treatment**

The City will select the most appropriate and viable risk treatment option taking into consideration a number of factors including, the costs, expected benefit, legal obligations, economic viability, environment, social responsibilities and economic factors.

Risk treatments will maintain the City's risk exposure within Council's risk appetite thresholds. Any risks that exceed the residual risk level acceptable threshold will be reported to the CEO and Council for input and sign-off.

- **Monitoring and review**

The City will implement and integrate a 'monitor and review' process to report on achievements of the risk management objectives.

Treatment and action plans will also be monitored to ensure continual improvement of the City's performance. Monitoring and review will take place at all stages of the process and in compliance with legislative requirements.

- **Recording and reporting**

The City will ensure all risk management activities are accurately recorded and traceable. Results of the monitoring and review processes will be reported as appropriate through external and internal avenues including, but not limited to, quarterly reports to Audit and Risk and an annual report to Council. Reports will be used to assess and review the effectiveness of the risk management framework and identify specific areas of need.

- **Responsibility/Accountability**

The Chief Executive Officer is responsible for the allocation of roles, responsibilities and accountabilities. These are documented in the Risk Management Framework and Risk Management Procedure.

Risk management is everyone's responsibility:

- All employees are accountable for managing risk within their area of responsibility in accordance with the Risk Management Framework and Procedures.
- Audit and Risk Committee, in accordance with the Terms of Reference, is to monitor and receive reports concerning the development and implementation of the Risk Management Framework and support Council in fulfilling its governance and risk management oversight responsibilities.
- Executive Leadership and Management Team will be required to create an environment where managing risk is accepted as the personal responsibility of each member of the organisation, and integrated with planning and operational processes.
- Each Business Area will be accountable for the management of risks within their area of responsibility in ways that is consistent with the Risk Management Framework and Procedures.

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
Creation date:	Minute AR.6/6/07, 26 June 2007

Amendments:

Minute G.15/9/09, 15 September 2009
Minute G.43/12/09, 15 December 2009
Minute G.35/2/15, 24 February 2015
Minute G.12/7/19, 23 July 2019

**Related Documentation and/or
Legislation:**

Local Government Act 1995
Local Government (Audit) Regulations 1996
Occupational Safety and Health Act 1984
Occupational Safety and Health Regulations 1996
Health (Miscellaneous Provisions) Act 1911
Health (Public Buildings) Regulations 1992
AS ISO 31000:2018 – Risk Management – Guidelines.
The City of Mandurah Risk Management Framework 2020
Audit and Risk Committee Terms of Reference

DRAFT



Report 02 Risk Management Policy and Framework Att 2

RESPONSIBLE DIRECTORATE: CORPORATE SERVICES
AUTHOR: GOVERNANCE SERVICES TEAM
VERSION 1.0
JUNE 2020

Table of contents

1.	Introduction.....	17
2.	Objective.....	17
3.	Legislative Context	17
4.	Australian Standard on Risk Management – AS ISO 31000:2018.....	19
5.	Risk Management Principles.....	20
6.	Council’s Risk Management Policy (POL-RKM 01).....	21
7.	Risk Management Assurance	22
8.	Risk Appetite	25
9.	Strategic and Operational Risk Management.....	26
10.	Risk Management Process.....	27
11.	Roles and Responsibilities.....	43
12.	Annexures	44

DRAFT

1. Introduction

The City of Mandurah (the City) has significant moral, financial and legal responsibilities to exercise appropriate, effective and efficient governance of services and infrastructure to the community and environment. Effective risk management is essential to the City's success in serving the community, delivering on its objectives and establishing a prosperous future for the City.

The Risk Management Framework (RM Framework) is the system that provides a standardised basis for all risk management activities undertaken by the City. It unites Council's Risk Management Policy POL-RKM 01 (RM Policy) with the City's Risk Management Procedure (RM Procedure), creating a considered and consistent approach to risk management activities at the City. The components of this document are developed in accordance with the Australian Standard *AS ISO 31000:2018 Risk Management Guidelines*.

The RM Framework gives effect to a 'risk aware' culture. Ultimately, the RM Framework is the foundation that supports the City in effectively and efficiently managing risks in pursuit of the City's objectives and community vision.

The RM Framework will be continuously reviewed by the Chief Executive Officer (CEO) and presented to Council (through the Audit and Risk Committee) for noting every two years.

2. Objective

The objective of this document is to create an effective framework that seamlessly integrates risk management across all levels of the organisation. The RM Framework aims to support the following:

- Ensures risk is a key component in the development of the City's Integrated Planning and Reporting Requirements, including 10-year Strategic Community Plan, Corporate Business Plan and a Long-Term Financial Plan;
- Promotes and improves the understanding of risk management across all levels of the City through the implementation of the City's RM Procedures and guidelines;
- Provides a balanced, documented, structured and systematic process with the size and complexity of the City along with existing time, resource and workload pressures;
- Supports strong corporate governance, compliance with relevant legislation, regulation and policies and informed decision-making processes; and
- Provides clear identification of the roles and responsibilities of the risk management functions.

3. Legislative Context

The risk management system is vital to the City's performance of good governance and legislative compliance. Risk management affects all areas of the organisation and is imposed upon the City by several legislative bodies.

3.1 Local Government Act 1995 expects the City to have a risk management system

The *Local Government Act 1995 (LGA)* requires local governments to provide for the good government of persons in its district.¹ *LGA* s3.18 qualifies 'good government' with the

¹ *Local Government Act 1995* s3.1

expectation that local governments will manage their services and facilities **efficiently** and **effectively**.

In order to provide efficient and effective management the Western Australian State Government expects local governments to implement a corporate wide risk management system. The State Treasurer has instructed that '*risk management is essential to the optimal operation of the public sector*'.²

3.2 Occupational Safety and Health Act 1984 imposes a duty of care on The City to manage risk

The *Occupational Safety and Health Act 1984 (OSH Act)* s19 imposes a duty on the City to provide a workplace that does not expose its employees to hazards. More specifically, the *Occupational Safety and Health Regulations 1996* requires The City to identify, reduce and manage risks in the workplace.

3.3 Health (Miscellaneous Provisions) Act 1911 requires the City's public buildings to have a risk management plan

The *Health (Miscellaneous Provisions) Act 1911* requires the City to ensure the safety and health of persons in its public buildings. *Health (Public Buildings) Regulations 1992* require risk management plans to be undertaken and implemented during public building approval, occupation and in cases of emergency.³

3.4 Emergency Management Act 2005 requires that the City implement emergency risk management strategies

Emergency Management Act 2005 ('EMA') s36 stipulates that a local government is to ensure local emergency management arrangements are prepared and maintained in accordance with State Emergency Management Committee risk management strategies. In accordance with emergency risk management obligations the City is to effectively manage Emergency Management and Evacuation Plans, Local Recovery Plans and Business Continuity Plans.

3.5 The City's risk management system is subject to legislated reviews and audits:

The City's implementation and day-to-day operations of its risk management Policy, Framework and Procedures are reviewed in accordance with the following legislation:

- *Local Government (Audit) Regulations 1996 ('LGA Audit')* s17(a) requires the CEO to review the appropriateness and effectiveness of The City's risk management system;
- *LGA Audit* s10(2) requires a Local Government Auditor to report on the operations of The City; and
- *Auditor General Act 2006* s18 authorises the Auditor General at any time to investigate and examine the compliance, effectiveness and efficiency of The City's functions and report to both Houses of Parliament.

² Department of Treasury (2007) *Treasurer's Instructions 825 Risk Management and Security*, Western Australia.

³ *Health (Public Buildings) Regulations 1992* s4, s26 and s26A

4. Australian Standard on Risk Management – AS ISO 31000:2018

In accordance with Government recommendations and Council’s RM Policy, the components of the City’s Risk Management System are consistent with the *AS ISO 31000:2018 Risk Management Guidelines* (the Standard) as published by Standards Australia Limited.

4.1 THE STANDARD ON WHAT RISK IS

The Standard simply defines **Risk** as the effect of uncertainty on objectives.⁴

There are three (3) elements required to be identified in order to define a risk:

1. **Objectives** – what is the aim, goal, purpose, or strategic position to be achieved?
2. **Uncertainty** – what could prevent the objective from being achieved?
3. **Effect** – what will happen if the ‘uncertainty’ actually occurs? (It can be positive, negative or both, and can address, create or result in opportunities and threats)⁵

4.2 THE STANDARD ON RISK MANAGEMENT

The Standard defines **Risk Management** as the principles, framework and processes used to direct and control risk.⁶ Figure 1 below illustrates the Standard’s recommended relationship between the risk management principles, the framework and process:

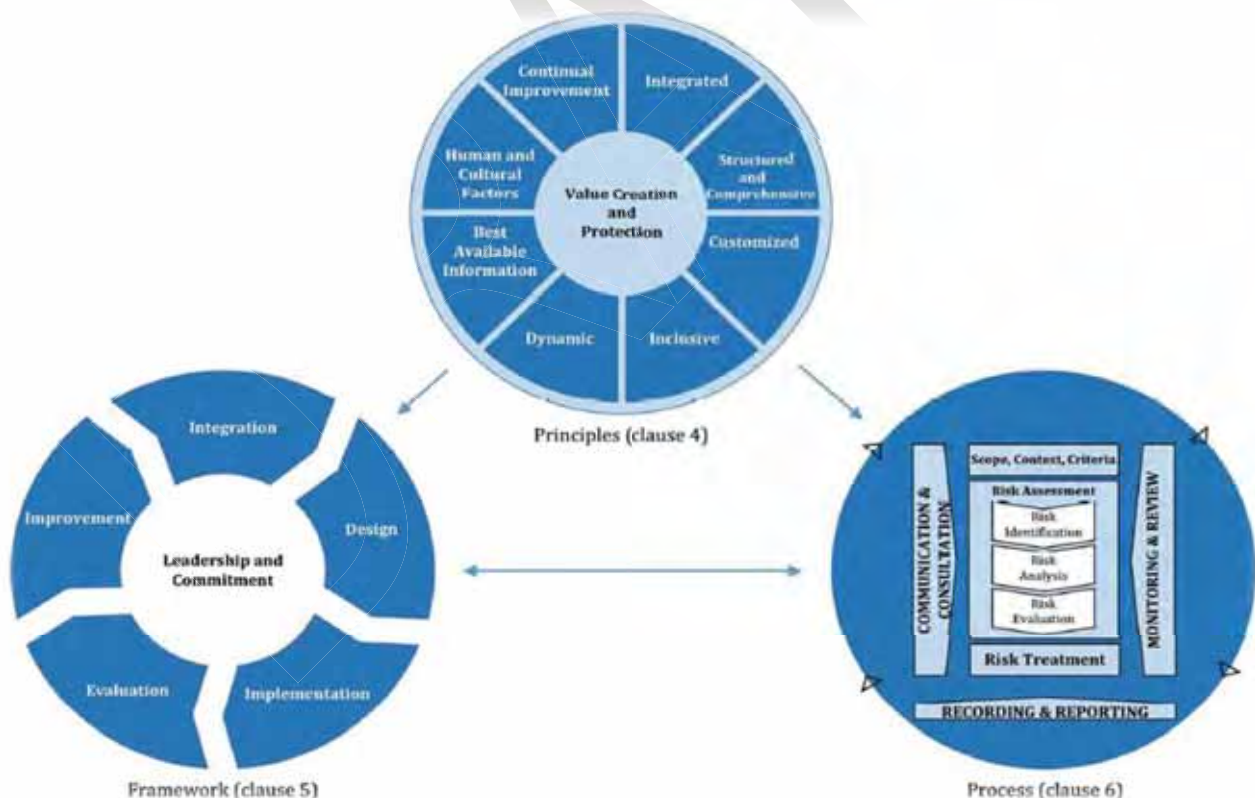


Figure 1 –AS ISO 31000:2018 recommended Risk Management System

⁴ Australian ISO Standard on Risk Management: AS ISO 31000:2018, page 1.

⁵ Australian ISO Standard on Risk Management: AS ISO 31000:2018, page 1.

⁶ Australian ISO Standard on Risk Management: AS ISO 31000:2018, page 1.

5. Risk Management Principles

In alignment with the Standard and Council's RM Policy, the City's commitment to risk management is underpinned by the following principles.⁷ All levels of the organisation will commit to incorporating these principles into their risk management activities.

5.1 PRINCIPLES

The City's risk management approach will:

- A. be **integrated** into all management planning and operational processes undertaken or overseen by the City;
- B. be a **structured and comprehensive** approach that is applied to ensure risk management processes are systematic and timely;
- C. be **customised** to fit seamlessly within the City's diverse strategic, operational and project-based activities and in proportion to the external and internal context in which the City operates;
- D. be **inclusive** of internal and external stakeholder's knowledge, views and perceptions for transparency and better-informed decision-making;
- E. be **dynamic, current** and **responsive** to anticipate and manage change in a meaningful and timely manner;
- F. be based on the **best available information** considering historical, current and future expectations as would be reasonably foreseeable;
- G. be the **responsibility of all**, from Council to CEO to every employee, forming an essential element in the City's 'One Team' culture; and
- H. be **continually improved**.



⁷ The Principles in accordance with Australian ISO Standard on Risk Management: AS ISO 31000:2018, page 3-4. Also see [Figure 1](#). Above.

6. Council's Risk Management Policy (POL-RKM 01)

In accordance with LGA s2.7 Council's role is to govern the local government's affairs and be responsible for the performance of the local government's functions. As such Council has determined the RM Policy and shall satisfy itself that the City is operating an effective risk management system.

Council's RM Policy articulates the City of Mandurah's value and commitment to administrate an effective corporate-wide risk management system. The RM Policy has set the expectation that risk management is the direct responsibility of Council, the Executive Leadership Team (ELT), the Management Team (CoMMT) and staff, describing risk management as 'everyone's responsibility'⁸. The City's RM Procedures, in conjunction with this document supports the organisation in the implementation of the RM Policy.

The RM Policy states the City's objectives of risk management as:⁹

- A. Protection:** to safeguard the City's assets - people, financial sustainability, environment, property, reputation and information;
- B. Improved quality:** to use risk management as a tool for improving the reliability, effectiveness and efficiency of services and infrastructure to a consistently high standard;
- C. Increase success:** strengthen financial and non-financial outcomes by using risk assessments to make better informed decisions and clearly articulate what is achievable;
- D. Minimise adverse impacts:** to undertake good and proper management of risks in order to prevent loss, damage and minimise harm from the City's services and infrastructure on the community, visitors and the environment; and
- E. Opportunity and innovation:** to capitalise on opportunities identified, foster creativity and facilitate innovation for future success within a sound environment.

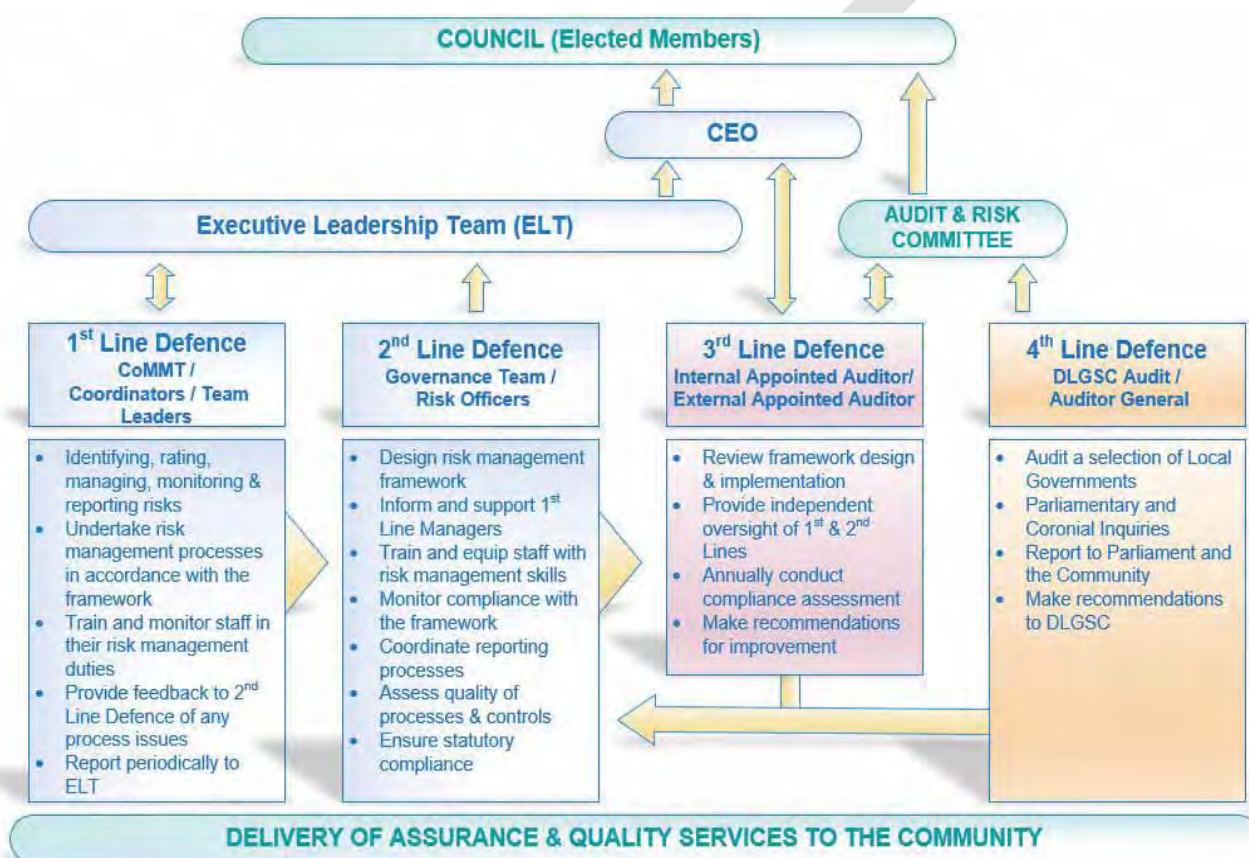
⁸ City of Mandurah (2020) *Risk Management Policy*, Council Policy POL-RKM01.

⁹ City of Mandurah (2020) *Risk Management Policy*, Council Policy POL-RKM01.

7. Risk Management Assurance

The City has integrated the Office of the Auditor General (OAG) “Four Lines of Defence” model as a means of capturing and providing assurance of effective risk management.¹⁰

Whilst the management and reporting of risk management activities moves vertically through the organisation, the City simultaneously monitors and reviews these activities horizontally across the organisation through its Governance Services, the City’s Internal Audit Function and externally appointed auditors. In doing this the City systematically enhances communications, increases transparency and strengthens control of risk management process and compliance.



7.1 FIRST LINE OF DEFENCE – City of Mandurah Management Team, Coordinators & Team Leaders

Each directorate / business area / service unit is responsible for the ownership and management of their risks. CoMMT, Coordinators and Team Leaders are the first line of assurance for risk management in the organisation and fundamental to its effectiveness through the practical performance of risk activities.

¹⁰ Office of The Auditor General (2020) *Audit Results Report – Annual 2018-19 Financial Audits of Local Government Entities*, Western Australia, Report 16 2019:20, page 27-28.

1st Line Key activities are to:

- promote, guide and assist each member of the team to actively participate in risk management through the business area's systems and processes;
- undertake risk identifications, assessments, and evaluations within the scope of the business areas objectives;
- prepare risk acceptance proposals and plans based on the level of residual risk and Council's risk appetite;
- exercise control through the ongoing management, monitoring and review of the business area's accepted risks; and
- provide periodical reports to ELT.

7.2 SECOND LINE OF DEFENCE – Governance Services

Governance Services are responsible for the design and implementation of the framework, risk procedures and risk compliance in the organisation.

2nd Line Key Activities are to:

- provide assurance and transparency on the risk and control environment between 1st and 3rd Lines of Defence;
- train and support the 1st Line process;
- manage and monitor compliance with the risk management framework;
- consult, review and implement any changes to the risk management framework for organisational improvement; and
- coordinate the City's reporting for the CEO, ELT, Audit and Risk Committee (A&R Committee) and Council.

7.3 THIRD LINE OF DEFENCE – Internal Audit Function

The City has an established internal audit function that provides independent assurance to Council and the A&R Committee. It is an independent, objective assurance and consulting activity designed to add value and improve the City's operations. The purpose of the internal audit function is to accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

The City's internal audit function should evaluate and monitor the adequacy and effectiveness of the internal control framework as a minimum. Risk management is also an essential part of the City's management and internal control framework. It looks at what risks the City may face and the best way to address these risks. Assessment and management of risk is central to determining internal audit activities.

The three-year Strategic Internal Audit Plan (SIAP) provides an outline of the areas the City considers to be a priority for review, using a risk-based approach. The SIAP is based on a risk assessment of the City's key strategic and operational areas to determine the appropriate timing and frequency of coverage of each of these areas.

Internal audit service providers are engaged to conduct audits in accordance with the [Strategic Internal Audit Plan 2020/21 – 2022/23](#), which is reviewed by A&R Committee and adopted by Council.

3rd Line Key Activities are to:

- provide an impartial assessment of the organisation's compliance with the City's legislative requirements, the risk management framework and processes;
- audit and assess specific areas as determined by the CEO with the input of the Audit and Risk Committee;
- alert the 2nd Line as to areas of lack and potential control issues; and
- provide recommendations as to framework design, internal controls and improved processes.

7.4 FOURTH LINE OF DEFENCE – Auditor General and Other External Reviews

External audits may be undertaken by the OAG, Department of Local Government, Sport & Cultural Industries or other parliamentary enquiries. The purpose of these audits is to ensure regulatory compliance and assess the City's level of integrity.

The external audit reports are presented to parliament and the community. They are a helpful information tool for local governments to stay abreast with changes, expectations and improved methods of risk management.

This 4th Line of Defence provides both the leadership and the community with assurance that the City is operating with excellence, honesty and integrity.

7.5 ASSURANCE OF AUDIT AND RISK COMMITTEE

In accordance with section 7.1A of the LGA, the Council has established an A&R Committee which serves as another means of assurance for the City. The A&R Committee will operate in accordance with all relevant provisions of the Act, the *Local Government (Audit) Regulations 1996* (Audit Regulations) and the *Local Government (Administration) Regulations 1996* (Administration Regulations).

As prescribed in Section 16 of the Audit Regulations the A&R Committee is to provide guidance and assistance to Council on matters relevant to its terms of reference. This role is designed to facilitate informed decision-making by Council in relation to its legislative functions and duties that have not been delegated to the CEO. In the context of risk management, the role of the A&R Committee is to:

- Monitor and receive reports concerning the development, implementation and on-going management of a City-wide risk management plan (strategic risk management);
- Receive and review reports from the CEO regarding the appropriateness and effectiveness of the City's risk management, internal controls and legislative compliance at least once every three financial years; and
- 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.

8. Risk Appetite

The risk appetite is the amount of risk exposure that the City is prepared to accept in the pursuit of its strategic community objectives. The risk appetite for the City is determined by Council, in conjunction with the CEO.

Council have a key role to set and approve the risk appetite for each strategic risk and accordingly the organisation must operate within the established risk appetite. Risk appetite thresholds are to be reviewed by Council every two years as part of the Risk Management Framework review.

8.1 RISK APPETITE GUIDELINES

8.1.1 Once the CEO has identified, analysed, mitigated and re-evaluated the **residual risk rating** for each strategic risk, if the risk is moderate or above, the risk will be provided to the A&R Committee who will review the risk and the risk assessment and consider management recommendations. The A&R Committee will also review each operational risk that has a residual risk rating of high or above.

8.1.2 Factors to be considered when setting the Risk Appetite levels

In deciding the risk appetite Council and the CEO are required to consider and articulate:

- the priority order of strategic objectives;
- resources to be allocated;
- emerging risks within the City's control;
- risks outside the City's control;
- the risk tolerance levels of external and internal stakeholders;
- any legislative requirements or limits; and
- recommendations made by the A&R Committee.

8.1.3 Risk Appetite Rating

With consideration to the factors listed above, Council are to decide the maximum level of risk rating that the City will tolerate for each strategic risk. This forms the **risk appetite** that the City is to perform its operations within. Once adopted by Council, the CEO is responsible for ensuring the integration of the risk appetite into the organisations processes.

9. Strategic and Operational Risk Management

The RM Framework has been developed with a focus on managing risk at the strategic and operational levels. Both levels of risk are to be managed in accordance with the Standard's Risk Management Process (item 10 of this document) and have been incorporated into the City's RM Procedure. An overview of strategic and operational risks are below:

9.1 STRATEGIC RISKS

Strategic risks affect the sustainability of the City or its ability to deliver on the strategic community objectives. Strategic risks may affect the whole City, a significant part of the organisation, the longer-term interests of the City and the Community and may possibly affect future service delivery.

It is the strategic community objectives and strategic risks that shape, define, limit, qualify and quantify how the entire organisation will do business. Failure to adequately manage strategic risks could result in catastrophic consequences or put the City at risk of total failure and major loss.

Council, A&R Committee, the CEO, ELT and CoMMT all play a role in strategic risk management.

9.2 OPERATIONAL RISKS

Operational risks relate to the day-to-day operations, activities, functions and services of the organisation. Operational risks are those that affect the viability of achieving activities associated with individual business units and operational objectives. These risks include issues that affect 'business as usual' activities and the basic services of each business unit. Operational risks relate to the effective and efficient use of the City's resources, and can have a day-to-day impact on specific operations.

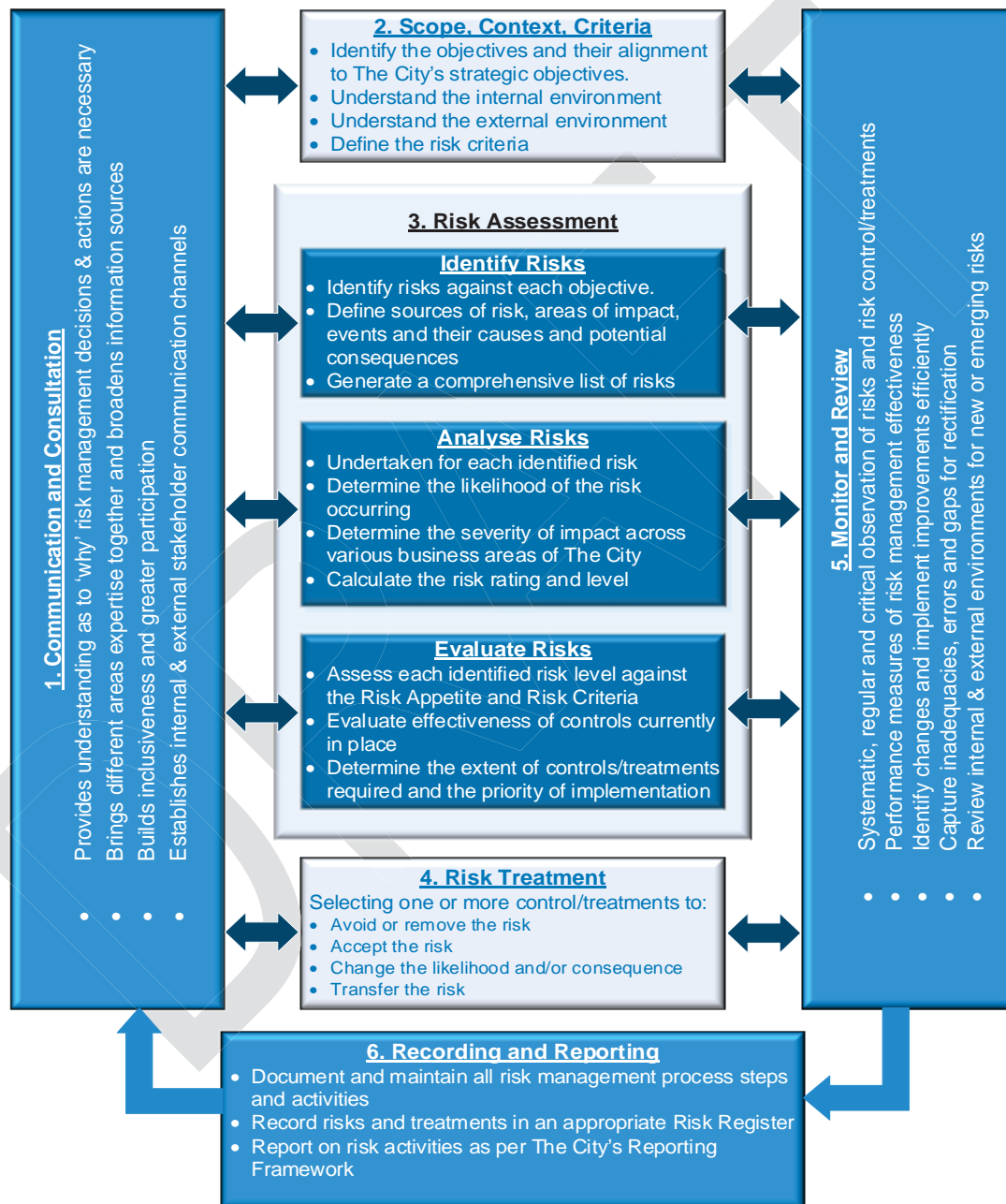
The City's strategic objectives, strategic risk assessments and treatment plans, along with the Risk Appetites as determined by Council, will inform and limit the operational objectives and management of operational risks. Business Units are to identify their work task objectives and undertake risk assessments. These risk assessments will inform, streamline and clarify how the Business Unit is to best complete its work.

Operational risks also include Project Risks. Project risks are risks associated with individual projects, initiatives or day-to-day business activities at the City. Project risks are to be assessed in the project planning phase and throughout the duration of the project's business activities.

ELT, CoMMT and Teams are responsible for operational risk management.

10. Risk Management Process

The Risk Management Process (RM Process) is the practical 'how to' component of the RM Framework and is to be integrated into the City's management practises, decision-making methods, business plans, operations and procedures for optimum results. The RM Process is standardised across all areas of the City and is documented in the City's RM Procedures. The following diagram outlines that RM Process that aligns with the Standard¹¹ with the following commentary providing broad descriptions of each step:



¹¹ See also [Risk Management System](#) Diagram - Figure 1. page 4.

10.1 STEP ONE - COMMUNICATION & CONSULTATION

Communication and consultation are imperative to the effectiveness of risk management and are to be factored into each step of the process.

10.1.1 COMMUNICATION

Communication ensures that those responsible for risk management activities and any affected internal and external stakeholders understand why certain decisions are made and actions taken.¹² Effective communication strengthens, simplifies and unites risk management processes.

10.1.2 CONSULTATION

Consultation enriches and improves risk management decisions, activities and outcomes. Consultation allows for the consideration of different areas of expertise, different viewpoints, feedback and broader information. It encourages inclusiveness and builds a greater sense of ownership for those affected by risk decisions and actions.

10.2 STEP TWO - SCOPE, CONTEXT & CRITERIA

An important step in the risk management process is understanding the context within which risks are to be addressed. Establishing the scope, context and criteria allows the risk management processes to be customised to the City's policies and procedures.¹³ It also enables different business areas, teams and projects to treat and successfully manage risks in ways that are relevant to their business operations.

10.2.1 SCOPE

It is important to define the scope of risk management activities in order to keep the process efficient and effective. When defining scope consideration should be given to the following:

- the objectives and how they align with the City's strategic objectives;
- the expected outcomes from this RM Process;
- time, location and budget restrictions;
- risk assessment tools, techniques and any existing risk profiles;
- available resources, persons responsible and records to be kept; and
- the relationship with other business areas, projects, processes and activities.

10.2.2 EXTERNAL CONTEXT

Understanding the external factors that may impact or be impacted by the City's risk management activities is necessary in order to ensure the Community and external

¹² Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 9.

¹³ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 10.

stakeholders are considered. The external context to be considered may include, but is not limited to:

- Social, political, regulatory, economic, financial, technological and environmental factors;
- Community, Industry, Regional, State, National and International expectations and trends;
- External Stakeholder and strategic third-party relations;
- The City's external threats and opportunities;
- Health and safety requirements; and
- Media and publicity factors.

10.2.3 STRATEGIC AND INTERNAL CONTEXT

It is equally as important for every member of staff to have a good understanding of the City as an organisation. The more informed staff are the more the City performs as 'One Team'. Internal factors to be considered are:

- City of Mandurah's community vision;
- City's strategic objectives;
- Integrated Planning and Reporting;
- 'One Team' Culture;
- Regulatory requirements and contractual obligations;
- CEO Policies and procedures;
- Occupational Safety, Health and Wellbeing ('OSH');
- Codes of Conduct;
- Organisational structure and governance;
- City's internal strengths, weaknesses opportunities and threats (SWOT); and
- Internal Stakeholders.

10.2.4 RISK CRITERIA

The risk criteria are the City's standards against which all risks are measured and evaluated. This is set out in Annexures 1 - 4. The level of detail that will be entered during the risk management process will be determined by the risk appetite threshold for that particular activity and the nature of the residual level of risk. In each instance consideration must always be given to the strategic objective that the activity supports and the budget allocated to it.

10.3 STEP THREE - RISK ASSESSMENT

In accordance with the Standard, a risk assessment is the overall process of **risk identification**, **risk analysis** and **risk evaluation** undertaken within the parameters of the defined scope, contexts and criteria.¹⁴ Risk assessments are not scientific. They are based on the best available information and require a common-sense approach. Risk assessments should form part of any strategic, business, team, project or operational plan. They are to be undertaken systematically, recurrently and in collaboration with stakeholders.

Strategic Risk Assessments are to be completed annually with corporate planning and Operational Risk Assessments for each Directorate should also be done annually as a minimum. Any 'out of cycle' risk assessments will also be required to be undertaken when events arise, audit or review recommendations are made or a material change occurs.

10.3.1 RISK IDENTIFICATION

Risks are the potential of something happening - a possibility and not an actuality. Actual past events locally, nationally and globally often assist in determining risks. Once risks have been named, additional information as to 'when', 'why' and 'how' must also be identified for each risk.

Identification of risks, whether in the City's control or not, must be comprehensive as failure to do so can have costly financial (losses, penalties, costs, fines, etc.) and non-financial (community harm, damage to reputation, damage to assets, regulatory enforcement, business interruption, legal claims, etc.) impacts or could result in lost opportunities for the City.

The City may use a range of tools and techniques to identify risks, including:

- facilitated focus group (ad-hoc) brainstorming sessions;
- specialist team working group reviews (departmental focus);
- multi-disciplinary, multi-factorial project risk review workshops;
- SWOT analysis, process mapping, flow charting, systems analysis or operational modelling;
- Strategic, planning, budget and risk identification workshops;
- Examination and review of past reports and events;
- Compliance audits and reviews; and
- OSH techniques such as Job Safety Analysis (JSA) and Safe Work Method Statement (SWMS).

Identified risks are to be documented in one of the appropriate **Risk Registers**.

¹⁴ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 11.

Risk events, their cause and effect are to be recorded and grouped by the risk source. For example:

- external theft and fraud;
- misconduct;
- business and community disruption;
- errors, omissions and delays;
- failure of IT or systems and infrastructure;
- failure to fulfil statutory regulations or compliance requirements;
- providing inaccurate advice/ information;
- inadequate project/change management;
- inadequate document management processes;
- inadequate safety and security practices;
- inadequate engagement practices;
- inadequate asset sustainability practices;
- inadequate supplier/contract management;
- ineffective employment practices;
- ineffective management of facilities/venues/events; or
- inadequate environmental management.

10.3.2 **RISK ANALYSIS**

The primary purpose of a risk analysis is to provide a measure of the ***Risk Likelihood*** and ***Risk Impact*** for each identified risk. These are multiplied together to equal the overall ***Risk Rating***.

$$\text{Risk Likelihood} \quad \times \quad \text{Risk Impact} \quad = \quad \text{Risk Rating}$$

Risk Analysis is completed in three steps and at two (2) separate stages

The risk analysis is completed for every risk listed in the Risk Identification process and is undertaken at two (2) separate stages throughout the RM Process. The first stage is the ***Inherent Risk Analysis*** and the second stage is the ***Residual Risk Analysis***.

STAGE 1 - Inherent Risk Analysis

Risk assessments on an inherent basis assumes that no risk controls are in place or that all or a substantial part of the controls have failed. This allows the City to understand which risks have the most potential to adversely affect it or its operations and require strong controls and greater oversight. The Inherent Risk Analysis is undertaken immediately after the Risk Identification process.

STAGE 2 - Residual Risk Analysis

A residual risk analysis is a re-assessment of the identified risks taking into consideration any controls that are in place or to be put in place. The effectiveness of those controls will determine if there is any reduction in the residual risk rating when compared to the inherent risk rating. A Residual Risk Analysis is undertaken after the Inherent Risk Rating has been evaluated and controls/treatments to mitigate or reduce the risk level have been applied.

Three (3) Steps of Risk Analysis:

STEP 1 - Risk Likelihood

The likelihood is the probability and frequency of a risk occurring. The City uses the below table¹⁵ to rate the likelihood of the risk from 1 to 5. This is called the **Likelihood Rating** and is required to determine the overall risk rating.

STAGE 1 - Inherent Risk Likelihood - the probability and frequency of the risk occurring based on the assumption that no controls are in place or if the controls have failed.

STAGE 2 – Residual Risk Likelihood – the probability and frequency of the risk occurring taking into consideration the effectiveness of existing controls in place.

Rating	Description	Likelihood / Probability of Occurrence	
5	Almost Certain	The event could occur in most circumstances	More than 3 times per year
4	Likely	The event is expected to occur	1-2 times per year
3	Possible	The event will possibly occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

STEP 2 – Risk Impact

The Risk Impact is the severity or consequence of the risk occurring. The City recognises seven (7) different areas (does not include project risk area) of potential impact and rates it against five (5) levels of impact severity. A risk consequence may affect more than one area and have differing levels of severity. Management will be required to decide which area of impact has the highest consequence and which business area is therefore, best responsible for management of that risk.

The City's [Risk Impact Table](#) is in Annexure 2. It is used to determine each risk's **Impact Rating** of 1 to 5.

¹⁵ See also [Risk Likelihood Rating Table](#) in Annexure 1.

STAGE 1 - Inherent Risk Impact - the level of severity and consequence that the risk may cause based on the assumption that no controls are in place or if controls fail.

STAGE 2 – Residual Risk Impact – the level of severity and consequence the risk may cause taking into consideration the effectiveness of existing controls in place.

The City's has recognised the main **areas of risk impact** are:

- Health
- Financial Impact
- Service Interruption
- Compliance
- Reputational – External & Internal
- Property
- Environment
- Projects – Time & Cost

The City's **levels of impact severity and numerical rating** are:

- Catastrophic 5
- Major 4
- Moderate 3
- Minor 2
- Insignificant 1

STEP 3 - Risk Rating

Every identified risk is to be given an overall **Risk Rating** using **The City of Mandurah's Risk Rating Chart**¹⁶ shown below. The risk rating is calculated by multiplying the *Likelihood Rating* by the *Impact Rating*. The higher the number the more critical the risk. The risk rating will determine which level the risk is categorised into and the extent to which it is to be controlled, monitored and reviewed.

The risk rating levels are:

1 – 2	= Negligible	5 - 9	=Medium	20 – 25	= Extreme
3 - 4	= Low	10 - 19	= High		

STAGE 1 - Inherent Risk Rating –

Inherent Likelihood Rating X Inherent Impact Rating = Inherent Risk Rating

The Inherent Risk Rating is then categorised into one of the above risk levels. This is called the **Inherent Risk Level**.

STAGE 2 – Residual Risk Rating –

Residual Likelihood Rating X Residual Impact Rating = Residual Risk Rating

¹⁶ See also ['The City of Mandurah's Risk Rating Chart'](#) Annexure 3.

The Residual Risk Rating is then categorised into one of the above risk levels. This is called the **Residual Risk Level**.

THE CITY OF MANDURAH RISK RATING CHART									
		Likelihood Rating X Impact Rating = Risk Rating							
		Insignificant	Minor	Moderate	Major	Catastrophic			
		1	2	3	4	5			
Almost Certain 5	Likely 4	Possible 3	Unlikely 2	Rare 1	5 Medium	10 High	15 High	20 Extreme	25 Extreme
					4 Low	8 Medium	12 High	16 High	20 Extreme
					3 Low	6 Medium	9 Medium	12 High	15 High
					2 Negligible	4 Low	6 Medium	8 Medium	10 High
					1 Negligible	2 Negligible	3 Low	4 Low	5 Medium

10.3.3 RISK EVALUATION

Risk evaluation involves comparing the level of risk found during the analysis process with The City’s risk criteria for treatment and risk appetite thresholds.¹⁷ It is the primary source of information on which effective risk management decisions are based.

Risks that fall within acceptable limits may simply need to be acknowledged and monitored, while other risks in higher levels may have the potential to threaten the City’s strategic and operational objectives and require treatment.

Risk evaluation enables the City to tally the number of identified risks within each level. This will aid the City in recognising associated risks, any high impact zones or gaps in the City’s organisational control measures. For example, multiple minor issues associated with a particular task, project or business area, whilst not significant in and of themselves, when combined pose a much higher risk.

Risk Evaluation at each Stage:

STAGE 1 - Inherent Risk Evaluation –

The **Inherent Risk Level** provides the City with an understanding of the raw level of effect a risk may cause should it occur without controls or if controls fail. The Inherent Risk Level must be evaluated against the appropriate **Risk Appetite** threshold and the below table:

Inherent Risk Level Action				
Extreme 20 - 25	High 10 - 19	Medium 5 - 9	Low 3 - 4	Negligible 1 - 2
• Treatment is urgently required	• Treatment required	Decided on a case by case basis – • Treat to see if level can be reduced; or	Decided on a case by case basis – • Treat to see if level can be reduced; or	• Capture as a part of compliance requirements

¹⁷ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 12.

		• accept as is & monitor	• accept as is & monitor	
--	--	--------------------------	--------------------------	--

STAGE 2 – Residual Risk Evaluation –

The **Residual Risk Level** provides the City with direction as to what responses it is required to undertake in management and monitoring of the risk. The residual risk level should be within Council’s **Risk Appetite** threshold. If it is not, then further treatment is required and an additional risk analysis is to be completed until it is within the acceptable level of exposure. The below table indicates what action is to be taken next:

Residual Risk Level Action				
Extreme 20 - 25	High 10 - 19	Medium 5 – 9	Low 3 – 4	Negligible 1 - 2
<ul style="list-style-type: none"> • More treatment is urgently required 	Decided on a case by case basis – <ul style="list-style-type: none"> • more treatment required; or • accept with ELT strict & regular monitoring 	Decided on a case by case basis – <ul style="list-style-type: none"> • accept & monitor; or • more treatment required 	<ul style="list-style-type: none"> • Accept & monitor – no further treatment required 	<ul style="list-style-type: none"> • Accept & monitor – no further treatment required • May form a part of compliance requirements

10.4 STEP 4 - RISK CONTROLS/TREATMENTS

Risk control/treatment is the implementation of response actions to reduce the likelihood and/or negative impact of a risk. The Risk Appetite sets the maximum level of risk exposure that the City is prepared to accept. Risk control/treatments enables the City to safely and intelligently pursue its objectives in the face of potential risks and within the limits of the Risk Appetite.

The Standard advises that risks may be able to be controlled/treated by one or more of the following approaches:¹⁸

- avoiding the risk by not pursuing the activity that give rise to it;
- increasing the risk in order to pursue an opportunity;
- removing the risk source;
- changing the likelihood of the risk occurring;
- changing the impact of the risk;
- sharing the risk with other parties; and
- accepting the risk by informed decision.

10.4.1 APPLICATION OF CONTROLS/TREATMENTS AT THE DIFFERENT STAGES

STAGE 1 – Inherent Risk Level

Risk controls are firstly applied to the Inherent Risk Level. As stated above, the Inherent Risk Level is the rating of the raw risk without any controls/treatments in place. It is expected that

¹⁸ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 13.

once existing controls are assessed that manage the risk then the Stage 2 Risk Analysis will report a lower risk level. This is known as the Residual Risk Level.

STAGE 2 – Residual Risk Level

If the Residual Risk Level is not within the Risk Appetite threshold then further controls/treatments are required and an **Action Plan** must be developed until the Residual Risk Level has been reduced.

Once the action plan has been implemented, the residual risk level should be recalculated based on the improved controls that are now in place. Note: There may be in some instances, that the residual risk level will remain the same even with improved controls.

10.4.2 DIFFERENT CONTROL/TREATMENT OPTIONS¹⁹

The City has several different control/treatment options and more than one may be applied to a risk. Some controls are intended to prevent a risk event, detect an event or respond to a risk event.

Accept the risk

A risk may be accepted if:

- the risk level rating is low or negligible;
- the community benefit outweighs the cost of treating the risk;
- the risk is within the appropriate Risk Appetite threshold; or
- The City has limited or no control over the risk. E.g. natural disasters, pandemics, international economic impacts or terrorist attacks. The City is to have emergency, recovery and business continuity plans in place to manage and recover from such risks.

Transfer the risk

A risk may be transferred partly or wholly to a third party. Whilst this may be a cost-effective way to reduce the risk level a certain degree of the original risk will always remain and a new risk of being dependant on a third party is inherited. The City may transfer risk through:

- Insurance;
- Terms of contract – limited liability clause or waiver of liability; or
- Compensating a third party to take on management of the risk.

Eliminate the risk

Eliminating the risk is only achieved by avoiding or discontinuing the activity. For Low level risks this may be as simple as altering an organisational process and turning it into a compliance requirement. For Extreme or High level risks that cannot be reduced to an acceptable level, it

¹⁹ Control/Treatment options have been gleaned from a wide variety of sources including: Australian ISO Standard on Risk Management: AS ISO 31000:2018; Insurance Commission of Western Australia, 'Risk Management Guidelines', accessed April 2020 at <https://www.icwa.wa.gov.au/government-insurance/risk-management>; and The Institute of Internal Auditors Australia (January 2019) 'Control Assessment: A Framework', Sydney NSW.

may require the City to re-think its plans, projects and even its objectives. An objective or activity may need to be altered, delayed or scrapped entirely. Eliminating an Extreme or High level operational risk will usually require ELT approval. Eliminating an Extreme or High level strategic risk will require approval from the CEO and Council (through the Audit and Risk Committee).

Controls

Types of controls are set out in the table below:

<p>Directive controls Directive controls exercise a power or authority to establish a desired outcome:</p> <ul style="list-style-type: none"> • Council policies, CEO policies, codes of conduct and procedures; • Creating laws and regulations; • Setting limits, thresholds or standards; • Training and equipping seminars; • Job descriptions; or • Meetings. 	<p>Preventative controls Preventative controls reduce and discourage irregularities:</p> <ul style="list-style-type: none"> • Organisational/Directorate/Business Area processes; • IT access authorisations and passwords; • Segregation of duties; • Fines and penalties; • Review and approval systems; • Internal audit functions; • Physical control over assets; • Warnings and signs, physical barriers; • Stakeholder management and engagement strategies; or • Asset Maintenance strategies
<p>Detective controls Detective controls find issues and irregularities after they have occurred:</p> <ul style="list-style-type: none"> • Financial reconciliations; • Inventory stocktakes; • Comparison reports and reviews; • Alarms; • IT alerts; or • Audits. 	<p>Corrective controls Corrective controls mitigate the extent of any damage caused by a risk event:</p> <ul style="list-style-type: none"> • Reporting and noting a correction upon discovery of an error; • Updating and improving a process or procedure; • Anti-virus software; • System upgrades; • Additional training; • Increase supervision; or • Recovery Plans.

10.4.3 SELECTING THE MOST APPROPRIATE CONTROL & TREATMENT

Selecting the most appropriate control/treatment must always be with the operational and strategic objectives in mind. Risk treatments are to be considered in priority of effectiveness and efficiency to ensure adequate resources can be allocated and the desired outcome is achieved.

Consideration should be given to the following when deciding the most appropriate treatment to implement:

- How will the treatment modify the risk level?

- Do the costs of the treatment justify the benefit?
- How compatible is the treatment with the business objective and over-arching strategic objective?
- Does the treatment contradict or compliment any existing risk treatment activities?
- Does the treatment comply with legislation?
- Does the treatment create new or secondary risks?
-

10.4.4 **IMPLEMENTING CONTROLS & TREATMENTS**

Treatments and controls may be implemented within a team, business area, directorate or across the whole organisation. They may also be dependent on different business areas working together to ensure effectiveness and efficiency. For example, IT may be relied upon to ensure systems are available to manage a treatment.

Risk treatments must be assigned to a person/s who will be responsible for implementing, managing and reviewing risk levels and controls. ELT will be accountable for oversight of strategic risk treatments and CoMMT will be accountable for oversight of operational risk treatments. The City's [Roles and Responsibilities](#) can be found in item 11.

Action Plans

An Action Plan must be developed where controls and treatments are weak or inadequate and further mitigation is required. For example, if the Residual Risk Level is not within the Risk Appetite Threshold.

Action Plans are to be:

- **Assigned** – person responsible for ensuring the action is implemented
- **Specific** – state the exact activities to be implemented and the required resources
- **Timely** – must be completed within appropriate timeframes
- **Achievable** – action and activities must be practicable and state any restrictions
- **Measurable** – the action must be able to be assessed
- **Justified** – evidence of actual reduction in the Residual Risk Level
- **Monitored** – tracked, managed and reported.

Audits may be undertaken to ensure Action Plans are on track, remain relevant or have been successfully completed and closed out.

10.5 STEP 5 - MONITOR & REVIEW

The Standard emphasises that effective risk management is attained through ongoing and periodic monitoring and reviews at every stage throughout the RM Process.²⁰ The City of Mandurah and its internal and external environments are fluid. Regular monitoring and reviews enable the City to quickly adapt and respond whilst maintaining effective risk control activities.

Risk monitoring and reviews will primarily be the responsibility of those assigned to manage the risk. Identified risks, their controls and any action plans are able to be reviewed in the **Risk Register** and a summary of the City's risk exposure can be monitored through **Risk Profile**. Currently, the City uses software to host its risk management data.

Certain areas of the City will assist with monitoring and reviewing the appropriateness of identified risks, risk levels and risk treatments:

- Changes in strategic objectives;
- New legislation and regulations;
- IT outages;
- Complaints;
- Reported incidents;
- Internal and external audits; and
- Completed projects.

Risk control/treatments must be monitored and reviewed to assess their effectiveness as this may alter the level of a risk. The following table provides a basis for rating a control/treatment:²¹

EXISTING CONTROLS RATINGS		
Rating	Foreseeable	Description
Effective	There is <u>little</u> scope for improvement.	Processes (Controls) operating as intended and aligned to Policies / Procedures. Subject to ongoing monitoring. Reviewed and tested regularly.
Adequate	There is <u>some</u> scope for improvement.	Processes (Controls) generally operating as intended, however inadequacies exist. Limited monitoring. Reviewed and tested, but not regularly.
Inadequate	There is a <u>need</u> for improvement or action.	Processes (Controls) not operating as intended. Processes (Controls) do not exist, or are not being complied with. Have not been reviewed or tested for some time.

²⁰ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 14.

²¹ 'The City of Mandurah's Control/Treatment Rating Table' has been adapted from: Insurance Commission of Western Australia, 'Risk Management Guidelines', accessed April 2020 at <https://www.icwa.wa.gov.au/government-insurance/risk-management>; and The Institute of Internal Auditors Australia (January 2019) 'Control Assessment: A Framework', Sydney NSW.

The City's implementation of the [Four Lines of Defence Model](#)²² as per item 7 is another monitoring and review mechanism that the City utilises for greater assurance of effectiveness of risk management activities.

DRAFT

²² See [Item 7](#). above.

10.6 STEP 6 - RECORDING & REPORTING

The Standard advises that Risk management process and their outcomes must be documented and reported in order to:²³

- communicate risk management activities across the organisation and with stakeholders;
- improve risk management processes and build from acquired information and experience;
- provide evidence of risk management activities for legal and auditing purposes; and
- be accountable for risk management responsibilities.

The City's RM Process requires recording and reporting risk management activities across three (3) platforms:

10.6.1 THE CITY'S RISK REPORTING FRAMEWORK

DOCUMENT NAME	AUTHOR	RECEIPT/ FINAL APPROVAL	TIMEFRAME
RISK MANAGEMENT SYSTEM			
Risk Management Policy	Manager Governance Services Governance, Risk and Compliance Officer (GRCO)	Council A&R Committee	Biennially
Risk Management Framework	Manager Governance Services GRCO	Council (noting) A&R Committee (noting) CEO & ELT	Council - biennially CEO – as required
Strategic Internal Audit Plan 2020/21 – 2022/23 Audit area: CEO Risk Management, Internal Controls and Legislative Compliance Audit (Audit Reg 17)	Chief Audit Executive Manager Governance Services	Council A&R Committee CEO and ELT	Triennial in accordance with the Strategic Internal Audit Plan 2020/21 – 2022/23

²³ Australian ISO Standard on Risk Management: AS ISO 31000:2018 page 14-15.

DOCUMENT NAME	AUTHOR	RECEIPT/ FINAL APPROVAL	TIMEFRAME
STRATEGIC RISK MANAGEMENT			
Strategic Risk Assessment Strategic Risks with residual rating ≥ Moderate and Operational Risks with a residual risk rating ≥ High	CoMMT ELT GRCO	A&R Committee CEO	Council – annually Reviewed Quarterly
Risk Appetite Thresholds	CoMMT ELT	Council A&R Committee CEO	Council - biennially
Strategic Risk Treatment Action Plans for ≥ High (e.g Business Continuity Plan, Emergency Plans)	CoMMT GRCO	CEO & ELT A&R Committee	Annually
OPERATIONAL RISK MANAGEMENT			
Operational Risk Assessments	CoMMT GRCO	ELT	Annually Monthly review of ≥ Moderate Risks
Operational Risk Management Process & Procedures Review	Managers, Coordinators, Team Leaders with task/project oversight GRCO	CoMMT	Annually
Operational Risk Treatment reviews	Managers, Coordinators, Team Leaders with task/project oversight GRCO	ELT CoMMT A&R Committee	Quarterly
Operational Risk Summary Reports	Managers, Coordinators, Team Leaders with task/project oversight	CoMMT ELT	Monthly Annually

10.6.2 RISK REGISTERS AND RISK PROFILE

The City uses Risk Registers to capture, manage, monitor, review, update and report on identified risks and the actions undertaken to manage them. The City's Risk Registers are subject to change as it reviews, improves and tailors its recording and monitoring processes to better suit its needs. Oversight of the Risk Registers is undertaken by the Governance Services.

Currently, The City operates a Strategic Risk Register and an Operational Risk Register that is able to report the City's Risk Profile which enables CoMMT and ELT to monitor the City's overall level of risk exposure.

10.6.3 DIRECTORATE / BUSINESS AREA / TEAM RISK MANAGEMENT RECORD KEEPING PROCESSES

The City expects that each Directorate, Business Area, Team and Project will document and maintain all their risk process and management activities. Summary reports are to be prepared monthly which will encourage good record keeping. Governance Services may review and audit risk processes and reports to ensure compliance with the RM Framework and effectiveness.

11. Roles and Responsibilities

The CEO is ultimately responsible and accountable for ensuring risk is effectively managed across the entire organisation. The CEO is supported by the ELT and CoMMT in achieving this.

In accordance with Council's RM Policy, it is the organisation's leaders who set this 'tone from the top'. The City aims to create a risk aware, but not risk adverse culture that ensures the best outcome for the City and the Community.

Risk should not be seen as a standalone function, but rather risk management should form part of the organisational culture and be factored into every decision making process at the City through the application of the Risk Management Process (refer to item 10) and the City's RM Procedures .

An overview of the roles and responsibilities in the context of risk management are set out below.

- **Council and Audit and Risk Committee** – have a key leadership role in the development and endorsement of the Risk Management Policy and determining the Risk Appetite. The A&R Committee provides recommendations to Council on matters of strategic risk, assurance, oversight, monitoring and reporting.
- **CEO and ELT** – collectively accountable for operational risk management oversight. Individually accountable for the management of the Operational Risk Register and risk treatments. Responsible for approving and monitoring risk and any operational risks with a residual risk rating \geq Moderate.
- **CoMMT** – collectively responsible for operational risk management. Individually responsible for identifying, assessing and managing each Business Area's operational risks.
- **Team Members** – responsible for actioning risk management processes in their area of work and supporting their manager/coordinator/team leader in identifying, assessing and recommending suitable plans for managing their relevant operational risks. Responsible for immediately reporting to their manager/coordinator/team leader if any material changes occur.
- **Governance Services** – will provide support and advice to the organisation with strategic and operational risk management. Assist managers/coordinators/team leaders through the development of RM Procedures, Risk Management Guidelines and responsible for the development and delivery of a Risk Education and Training Strategy for the organisation. Monitor and review the reporting of strategic and operational risks.

Refer to [Annexure 5: Roles and Responsibilities](#) Diagram for detailed information.

12. Annexures

ANNEXURE 1: [THE CITY'S RISK LIKELIHOOD RATING TABLE](#)

ANNEXURE 2: [THE CITY'S RISK IMPACT TABLE](#)

ANNEXURE 3: [THE CITY'S RISK RATING CHART](#)

ANNEXURE 4: [THE CITY'S RISK TREATMENT CHART](#)

ANNEXURE 5: [ROLES AND RESPONSIBILITIES](#)

ANNEXURE 6: [OVERVIEW OF THE RISK MANAGEMENT FRAMEWORK](#)

ANNEXURE 7: [RISK MANAGEMENT TERMS AND DEFINITIONS](#)

DRAFT

12.1 ANNEXURE 1: THE CITY'S RISK LIKELIHOOD RATING TABLE

Rating	Description	Likelihood / Probability of Occurrence	
5	Almost Certain	The event will occur in most circumstances	More than 3 times per year
4	Likely	The event is expected to occur	1-2 times per year
3	Possible	The event will possibly occur at some time	At least once in 3 years
2	Unlikely	The event could occur at some time	At least once in 10 years
1	Rare	The event may only occur in exceptional circumstances	Less than once in 15 years

STAGE 1 - Inherent Risk Likelihood - probability and frequency of the risk occurring based on the assumption that no controls are in place or if controls fail.

STAGE 2 – Residual Risk Likelihood – probability and frequency of the risk occurring taking into consideration the effectiveness of controls in place.

12.2 ANNEXURE 2: THE CITY'S RISK IMPACT TABLE

	Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Health	Near miss. Minor first aid injuries, not requiring further medical treatment	Minor injuries requiring medical treatment but not hospitalisation	Lost time injury <30 days	Lost time injury >30 days	Fatality, permanent disability
Financial Impact	Less than \$50,000	\$50,001 - \$100,000	\$100,001 - \$500,000	\$500,001 - \$3,000,000	More than \$3,000,000
Service Interruption	No material service interruption	Short term temporary interruption – backlog cleared < 1 day	Medium term temporary interruption – backlog cleared by additional resources < 1 week	Prolonged interruption of services – additional resources; performance affected < 1 month	Indeterminate prolonged interruption of services – non-performance > 1 month
Compliance	No noticeable regulatory or statutory impact	Some temporary non-compliances	Short term non-compliance but with significant regulatory requirements imposed	Non-compliance results in termination of services or imposed penalties	Non-compliance results in litigation, criminal charges or significant damages or penalties
External Reputation	Unsubstantiated, low impact, low profile or 'no news' item	Substantiated, low impact, low news item	Substantiated, public embarrassment, moderate impact, moderate news profile	Substantiated, public embarrassment, high impact, high news profile, third party actions	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profile, third party actions

12.2 ANNEXURE 2: THE CITY’S RISK IMPACT TABLE

		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5
Internal Reputation		Localised employee dissatisfaction resulting in Staff Satisfaction rating drop of 5% Increase in staff turnover and absenteeism of <5%	Localised employee dissatisfaction resulting in Staff Satisfaction rating drop of >5% but <10% Increase in staff turnover and absenteeism of >5% but <10%	Localised employee dissatisfaction resulting in Staff Satisfaction rating drop of >10% but <15% Widespread employee dissatisfaction resulting in Staff Satisfaction rating drop of <5% Increase in staff turnover and absenteeism of >10% but <15%	Localised employee dissatisfaction resulting in Staff Satisfaction rating drop of >15% Widespread employee dissatisfaction resulting in Staff Satisfaction rating drop of >5% but <10% Increase in staff turnover and absenteeism of >15% but <25%	Widespread employee dissatisfaction resulting in Staff Satisfaction drop of >10% Increase of staff turnover and absenteeism of >25%
Property		Inconsequential damage.	Localised damage rectified by routine internal procedures	Localised damage requiring external resources to rectify	Significant damage requiring internal & external resources to rectify	Extensive damage requiring prolonged period of restitution Complete loss of plant, equipment & building
Environment		Contained, reversible impact managed by on site response	Contained, reversible impact managed by internal response	Contained, reversible impact managed by external agencies	Uncontained, reversible impact managed by a coordinated response from external agencies	Uncontained, irreversible impact
Project Risks	Time	Exceeds deadline by 10% of project timeline	Exceeds deadline by 15% of project timeline	Exceeds deadline by 20% of project timeline	Exceeds deadline by 25% of project timeline	Exceeds deadline by 30% of project timeline
	Cost	Exceeds project budget by 10%	Exceeds project budget by 15%	Exceeds project budget by 20%	Exceeds project budget by 25%	Exceeds project budget by 30%

12.3 ANNEXURE 3: THE CITY’S RISK RATING CHART

THE CITY OF MANDURAH RISK RATING CHART							
		<i>Likelihood Rating</i>		<i>Impact Rating</i>		<i>Risk Rating</i>	
		Insignificant 1	Minor 2	Moderate 3	Major 4	Catastrophic 5	
Almost Certain 5	Likely 4	5 Medium	10 High	15 High	20 Extreme	25 Extreme	
		4 Low	8 Medium	12 High	16 High	20 Extreme	
		3 Low	6 Medium	9 Medium	12 High	15 High	
		2 Negligible	4 Low	6 Medium	8 Medium	10 High	
		1 Negligible	2 Negligible	3 Low	4 Low	5 Medium	

Impact →

↑ Likelihood

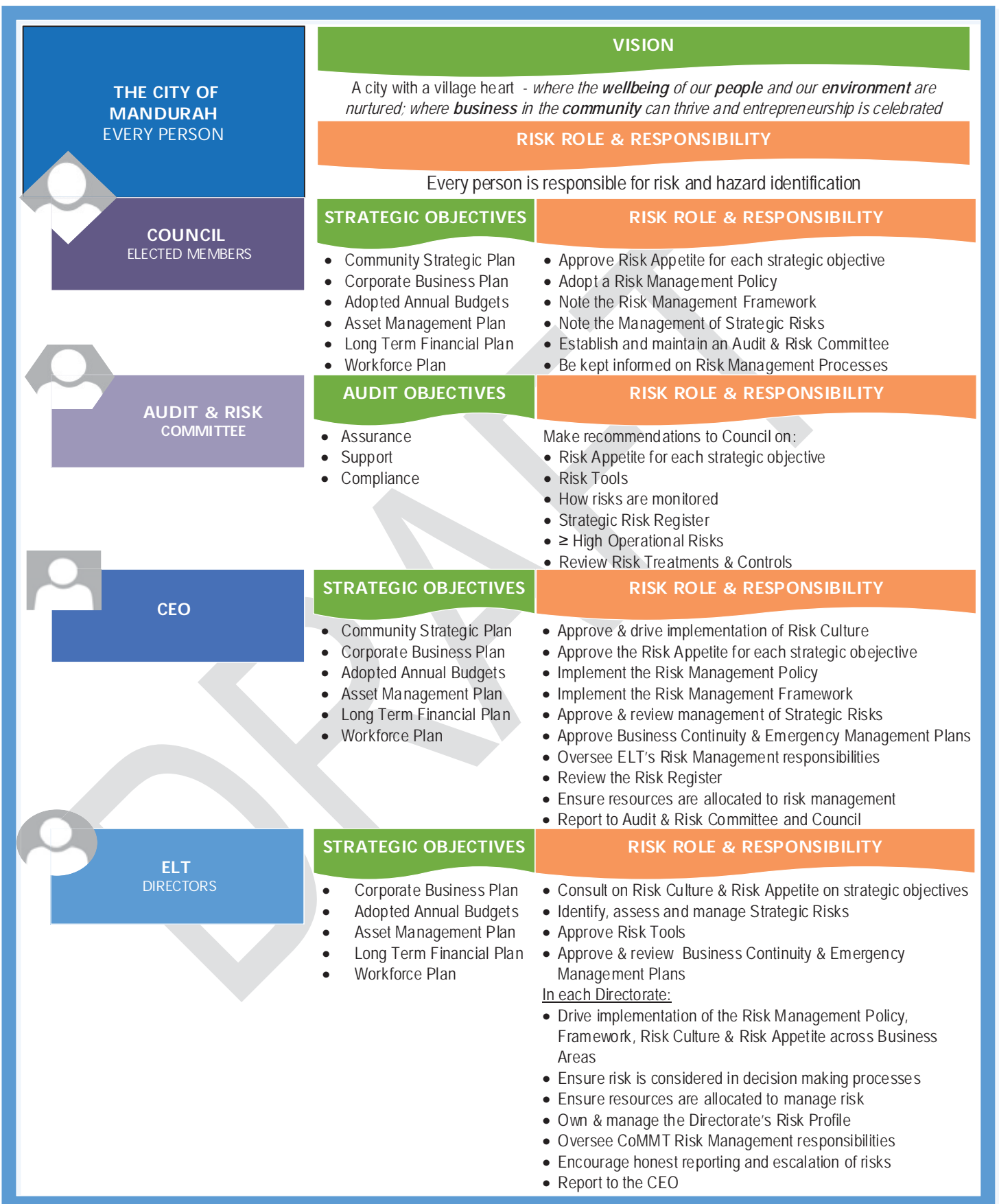
STAGE 1 - Inherent Risk Rating – Inherent Likelihood Rating X Inherent Impact Rating = Inherent Risk Rating

STAGE 2 – Residual Risk Rating – Residual Likelihood Rating X Residual Impact Rating = Residual Risk Rating




12.4 ANNEXURE 4: THE CITY'S RISK TREATMENT CHART

THE CITY OF MANDURAH RISK TREATMENT CHART					
Risk Level	Accountability	Response	Minimum Treatment Required	Description	Review
Extreme	Council or CEO	Urgent	Reject and avoid, transfer or mitigate	Immediate action required in consultation with ELT to either avoid the risk entirely, transfer it or to reduce the risk to a low, medium or high rating.	Immediately
High	CEO or ELT	Important	Accept and mitigate	Managers are to be assigned to these risks and treatments to modify, reduce, transfer or eliminate the risk is required.	Monthly
Treatment Strategies must be applied to risks ≥ High level					
Medium	Executive Manager / Manager or CoMMT	Operational Process	Accept	Manage by specific controls, monitoring or response procedures.	Monthly – Quarterly
Low	Manager / Coordinator / Team Leader	Capture in Risk Register	Accept	Manage by routine procedures.	Quarterly - Annually
Negligible	Manager / Coordinator / Team Leader / Supervisor	Refer to Compliance	Accept	Manage through compliance checks and processes.	Annually

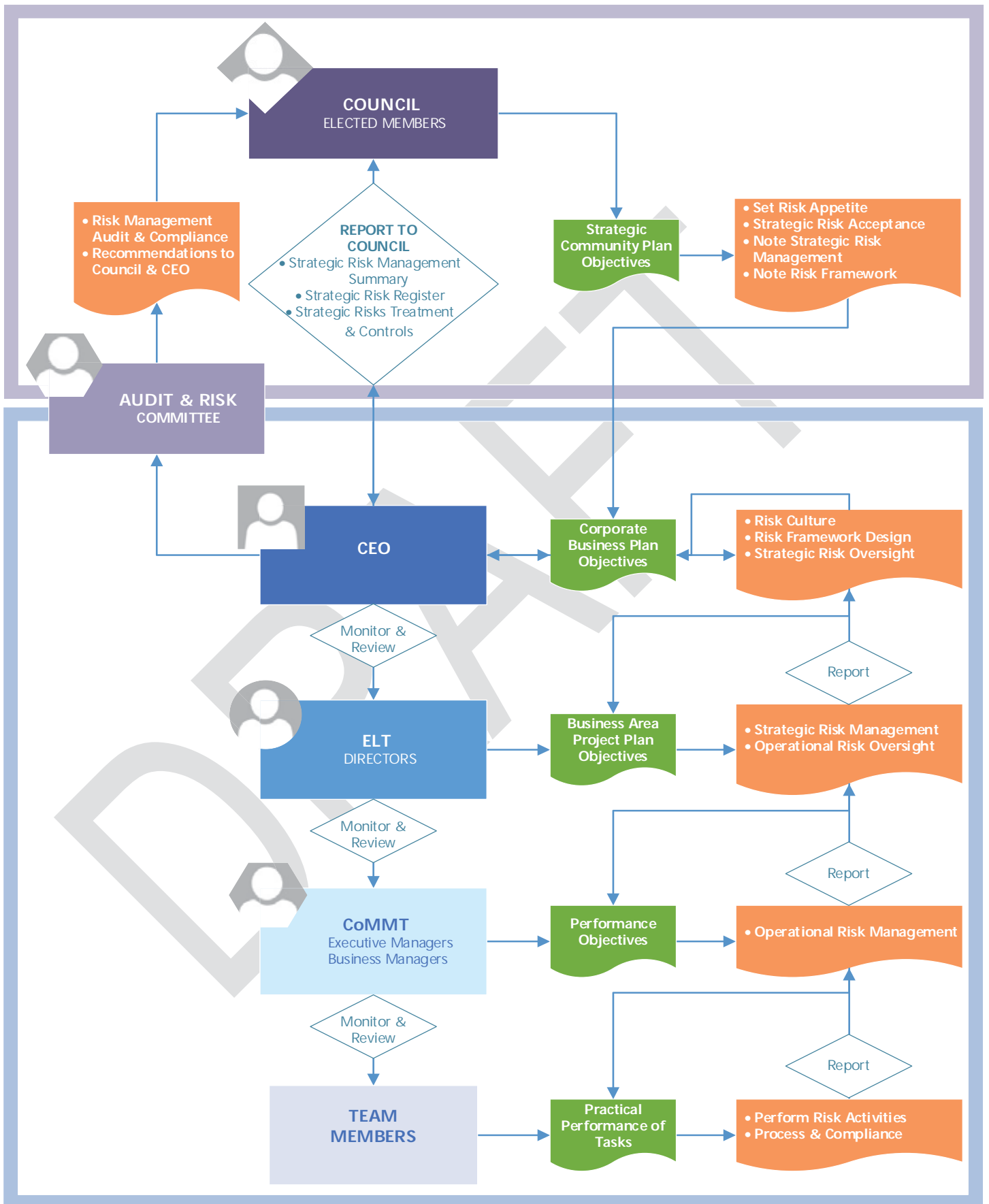
12.5 ANNEXURE 5: ROLES AND RESPONSIBILITIES



12.5 ANNEXURE 5: ROLES AND RESPONSIBILITIES (Cont.)

 <p>CoMMT Executive Managers Business Managers</p>	<p>OPERATIONAL OBJECTIVES</p> <ul style="list-style-type: none"> • Business Area Plans • Business Area Annual Budget 	<p>RISK ROLE & RESPONSIBILITY</p> <ul style="list-style-type: none"> • Consult on Risk Culture and Strategic Risk Appetite • Consult on Strategic Risk identification, assessment, treatment & controls • Consult on Risk Tools • Prepare Business Continuity & Emergency Management Plans <u>In each Business Area:</u> • Drive implementation of the Risk Management Framework and Risk Culture across Teams • Identify, assess & manage Operational Risks for each Team's projects & tasks • Ensure risk treatment & controls are current, compliant and within the Strategic Risk Appetite thresholds • Monitor & review Operational risks in the Business area • Highlight new and emerging risks • Recommend suitable Team plans for risk management • Ensure risk is considered in decision making processes • Ensure training and resources are allocated to manage risk within each Team • Encourage honest reporting and escalation of risks • Report to ELT
 <p>TEAM MEMBERS</p>	<p>OPERATIONAL OBJECTIVES</p> <ul style="list-style-type: none"> • Team Work & Project Plans 	<p>RISK ROLE & RESPONSIBILITY</p> <ul style="list-style-type: none"> • Manage risk within their area of responsibility. • Be informed on Council's Risk Management Policy, Framework & Processes • Consult on Risk Assessments, Risk Treatments & Action Plans within each Team • Apply Risk Management processes • Highlight emerging risks & issues • Participate & encourage open discussions around risk • Keep records of risk management tasks • Participate in Risk Management Training • Provide Feedback on risk management processes & control effectiveness • Report to Team Leader/ Business Area Manager
 <p>GOVERNANCE GCR Officer</p>	<p>RISK MANAGEMENT OBJECTIVES</p> <ul style="list-style-type: none"> • Council Risk Management Policy • Risk Management Framework 	<p>RISK ROLE & RESPONSIBILITY</p> <ul style="list-style-type: none"> • Consult on Risk Culture and Strategic Risk Appetite • Design the Risk Management Framework and procedures & drive effective delivery across the organisation • Prepare Risk Tools • Administer Risk Management software • Consult on Business Continuity & Emergency Management Plans • Facilitate risk management support and training to all areas across the Organisation • Undertake assurance audits of the risk management system compliance & effectiveness • Escalate issues of risk framework non-compliance, risk mismanagement & high emerging risks to the CEO • Report to Governance and Director Corporate Services

12.6 ANNEXURE 6: OVERVIEW OF THE RISK MANAGEMENT FRAMEWORK



12.7 ANNEXURE 7: RISK MANAGEMENT TERMS AND DEFINITIONS

Definitions of terms used have been sourced from Australian ISO Standard on Risk Management: AS ISO 31000:2018

TERMS	DEFINITIONS AND EXPLANATIONS
Consequence	Outcome of an event affecting objectives – also expressed as impact or severity .
Control	Measure that maintains and / or modifies risk. Controls may be directive, preventative, detective, corrective or any other mitigating action to minimise the impact of an identified risk.
Event	Occurrence or change of a particular set of circumstances – also expressed as incident .
Impact	The outcome of an event expressed either in financial terms or qualitatively, being a loss, injury, disadvantage or gain.
Inherent Risk	The raw risk present without considering controls, mitigating factors or treatment applied to it.
Likelihood	Chance of something happening – also expressed as probability .
Monitoring	Continual checking, supervising, critically observing or determining the status in order to identify change from the performance level required or expected.
Operational Risk	Risk associated with The City's core operational / business functions and: <ul style="list-style-type: none"> • may impact on the directorate, business unit or service unit achieving its unit plan objectives; • may impact delivery of specific City services and programs; • is managed by CoMMT.
Project Risk	Risk associated with a City project and: <ul style="list-style-type: none"> • may affect the milestones connected with the delivery of the project on time, within budget or within agreed acceptable quality parameters; • is identified at all stages of the project, discrete activities or program lifecycle; • is managed with operational risks by a designated Project Manager and an assigned Directorate.
Review	Activity undertaken to determine the suitability, adequacy and effectiveness of the subject matter to achieve established objectives.
Risk	Effect of uncertainty on objectives. It is measured in terms of likelihood of an event and its impact.

TERMS	DEFINITIONS AND EXPLANATIONS
Risk Analysis	Process to comprehend the nature of risk and to determine the level of risk, by defining its likelihood and consequence.
Risk Appetite	The level of risk that Council is prepared to accept, tolerate, or be exposed to at any point in time.
Risk Assessment	Overall process of risk identification, risk analysis and risk evaluation.
Risk Criteria	Terms of reference by which risk is assessed - organisational objectives, risk appetite, external and internal context, standards, laws, policies and other requirements.
Risk Evaluation	Process of comparing the risk level with risk criteria to determine whether or not the level of risk is acceptable.
Risk Identification	Process of finding, recognising and describing risk.
Risk Level	Magnitude of a risk calculated by multiplying the risk's level of likelihood by its level of impact.
Risk Management	Coordinated activities to direct and control an organisation with regard to risk.
Risk Profile	The residual risk impact and likelihoods reflected on a heat map to illustrate The City's risk exposure at a glance.
Risk Register	Risk management tool to record details for identified risk, including risk ratings, nature of the risk, owner, manager, and mitigation measures.
Risk Source	Element which alone or in combination has the potential to give rise to risk.
Risk Treatment / Action Plan	The additional controls / mitigation action required to ensure that the risk appetite level is achieved.
Residual Risk	The risk level remaining after taking account of the effectiveness of controls and mitigating actions.
Stakeholder	Person or organisation that can affect, be affected by, or perceive to be affected by a decision or activity.

SENIOR EMPLOYEES

POLICY

POL-HRM 05

Objective:

To ensure that "senior" employees within the corporate structure are accurately identified in accordance with section 5.37 of the Local Government Act 1995.

Statement:

Council designates, as "senior employees" of the City of Mandurah the following officers:

- Chief Executive Officer
- Deputy Chief Executive Officer
- Director Business Services
- Director Built and Natural Environment
- Director Place and Community

Responsible Directorate:	Strategy and Business
Reviewer:	Manager Human Resources and Organisational Development
Creation date:	Minute G.43/12/09 15 December 2009
Amendments:	Minute G.57/2/12, 28 February 2012 Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	Local Government Act 1995: s.5.37

Monthly Financial Report

May 2020



CITY OF MANDURAH
MONTHLY FINANCIAL REPORT
For the Period Ended 31 May 2020

TABLE OF CONTENTS

Statement of Financial Activity by Program	2
Statement of Financial Activity by Nature or Type	3
Note 1 Statement of Financial Activity Information	4
Note 2 Cash and Investments	5
Note 3 Receivables	6
Note 4 Disposal of Assets	7
Note 5 Tenders Awarded	10
Note 6 Capital Acquisitions	11
Note 7 Borrowings	17
Note 8 Operating Grants and Contributions	19
Note 9 Non Operating Grants and Contributions	20
Note 10 Approved Budget Amendments	21
Note 11 Proposed Budget variations for Council Approval	27
Note 12 Explanation of Material Variances	28

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Governance		5,856	5,856	8,405	2,549	43.53%	▲
General Purpose Funding - Rates		80,527,716	80,527,716	80,579,499	51,783	0.06%	
General Purpose Funding - Other		3,352,470	3,352,470	5,025,444	1,672,974	49.90%	▲
Law, Order and Public Safety		1,110,512	1,110,512	986,374	(124,138)	(11.18%)	▼
Health		355,000	355,000	258,776	(96,224)	(27.11%)	▼
Education and Welfare		457,276	457,276	450,652	(6,624)	(1.45%)	
Community Amenities		14,541,376	14,541,376	14,272,827	(268,549)	(1.85%)	
Recreation and Culture		6,176,353	6,176,353	6,265,162	88,809	1.44%	
Transport		2,600,269	2,600,269	2,666,913	66,644	2.56%	
Economic Services		1,414,591	1,414,591	1,512,797	98,206	6.94%	
Other Property and Services		328,820	325,820	418,858	93,038	28.56%	▲
		110,870,239	110,867,239	112,445,707	1,578,468	1.42%	
Expenditure from operating activities							
Governance		(6,772,141)	(6,382,644)	(6,186,993)	195,651	3.07%	
General Purpose Funding		(2,029,090)	(1,946,849)	(1,791,798)	155,051	7.96%	
Law, Order and Public Safety		(4,491,804)	(4,172,737)	(4,129,977)	42,760	1.02%	
Health		(2,037,397)	(1,917,297)	(1,867,438)	49,859	2.60%	
Education and Welfare		(4,308,572)	(4,046,351)	(3,836,756)	209,595	5.18%	
Community Amenities		(18,597,827)	(17,219,915)	(16,270,704)	949,211	5.51%	
Recreation and Culture		(45,461,136)	(42,194,532)	(38,166,526)	4,028,006	9.55%	
Transport		(29,042,619)	(26,274,933)	(24,093,448)	2,181,485	8.30%	
Economic Services		(5,924,936)	(5,765,220)	(5,068,683)	696,537	12.08%	▲
Other Property and Services		(11,438,355)	(10,439,460)	(11,303,153)	(863,693)	(8.27%)	
		(130,103,877)	(120,359,938)	(112,715,476)	7,644,462	6.35%	
Non-cash amounts excluded from operating activities	1(a)	34,032,335	30,897,091	28,745,811	(2,151,280)	(6.96%)	
Amount attributable to operating activities		14,798,697	21,404,392	28,476,042	7,071,650	(33.04%)	
Investing Activities							
Non-operating grants, subsidies and contributions	8	11,724,433	10,910,376	10,879,771	(30,605)	(0.28%)	
Proceeds from disposal of assets	4	1,654,021	929,575	929,575	0	0.00%	
Purchase of property, plant and equipment	6	(36,950,457)	(35,494,585)	(19,114,310)	16,380,275	46.15%	▲
Amount attributable to investing activities		(23,572,003)	(23,654,634)	(7,304,964)	16,349,670	69.12%	
Financing Activities							
Proceeds from New Debentures	7	5,300,000	-	-	0	0.00%	
Unspent Loans		1,751,101	-	1,751,101	1,751,101	100.00%	▲
Prepaid Rates		(3,092,036)	-	(2,455,879)	(2,455,879)	100.00%	▼
Payment of lease liability		(1,503,000)	(1,503,000)	(1,506,649)	(3,649)	0.24%	
Proceeds from self supporting loans	7	100,000	-	-	0	0.00%	
Transfer from Reserves		11,552,873	-	-	0	0.00%	
Repayment of Debentures	7	(5,630,871)	(5,161,632)	(5,930,483)	(768,851)	(14.90%)	▼
Transfer to Reserves		(7,453,540)	-	-	0	0.00%	
Amount attributable to financing activities		1,024,527	(6,664,632)	(8,141,910)	(1,477,278)	(22.17%)	
Closing Funding Surplus / (Deficit)	1(c)	(4,779)	(1,170,874)	20,773,167	21,944,041	(1874.16%)	

KEY INFORMATION

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

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

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

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

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Rates		80,527,716	80,527,716	80,579,499	51,783	0.06%	
Operating grants, subsidies and contributions		2,313,204	2,313,204	3,835,886	1,522,682	65.83%	▲
Fees and charges		23,660,710	23,660,710	23,861,629	200,919	0.85%	
Interest earnings		1,395,000	1,395,000	1,379,745	(15,255)	(1.09%)	
Other revenue		2,970,609	2,970,609	2,765,310	(205,299)	(6.91%)	
Profit on disposal of assets		3,000	-	23,638	23,638	100.00%	▲
		110,870,239	110,867,239	112,445,707	1,578,468	1.42%	
Expenditure from operating activities							
Employee costs		(46,223,043)	(43,033,152)	(42,691,394)	341,758	0.79%	
Materials and contracts		(43,724,805)	(41,032,432)	(36,796,835)	4,235,597	10.32%	▲
Utility charges		(3,876,462)	(3,333,881)	(3,426,698)	(92,817)	(2.78%)	
Depreciation on non-current assets		(33,708,335)	(30,897,091)	(28,134,781)	2,762,310	8.94%	
Interest expenses		(1,030,728)	(962,076)	(474,661)	487,415	50.66%	▲
Insurance expenses		(1,013,504)	(928,828)	(745,984)	182,844	19.69%	▲
Other expenditure		(200,000)	(172,478)	(199,141)	(26,663)	(15.46%)	▼
Loss on disposal of assets		(327,000)	-	(245,982)	(245,982)	100.00%	▼
		(130,103,877)	(120,359,938)	(112,715,476)	7,644,462	6.35%	
Non-cash amounts excluded from operating activities							
	1(a)	34,032,335	30,897,091	28,745,811	(2,151,280)	(6.96%)	
Amount attributable to operating activities		14,798,697	21,404,392	28,476,042	7,071,650	(33.04%)	
Investing activities							
Non-operating grants, subsidies and contributions	8	11,724,433	10,910,376	10,879,771	(30,605)	(0.28%)	
Proceeds from disposal of assets	4	1,654,021	929,575	929,575	0	0.00%	
Payments for property, plant and equipment	6	(36,950,457)	(35,494,585)	(19,114,310)	16,380,275	46.15%	▲
Amount attributable to investing activities		(23,572,003)	(23,654,634)	(7,304,964)	16,349,670	69.12%	
Financing Activities							
Proceeds from new debentures	7	5,300,000	-	-	0	0.00%	
Unspent Loans Utilised		1,751,101	-	1,751,101	1,751,101	100.00%	▲
Prepaid Rates		(3,092,036)	-	(2,455,879)	(2,455,879)	100.00%	▼
Payment of lease liability		(1,503,000)	(1,503,000)	(1,506,649)	(3,649)	(0.24%)	
Proceeds from self-supporting loans	7	100,000	-	-	0	0.00%	
Transfer from reserves		11,552,873	-	-	0	0.00%	
Repayment of debentures	7	(5,630,871)	(5,161,632)	(5,930,483)	(768,851)	(14.90%)	▼
Transfer to reserves		(7,453,540)	-	-	0	0.00%	
Amount attributable to financing activities		1,024,527	(6,664,632)	(8,141,910)	(1,477,278)	(22.17%)	
Closing Funding Surplus / (Deficit)	1(c)	(4,779)	(1,170,874)	20,773,167	21,944,041	-1874.16%	

KEY INFORMATION

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

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

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

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 1
STATEMENT OF FINANCIAL ACTIVITY INFORMATION

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals		(3,000)	0	(23,638)
Movement in pensioner deferred rates (non-current)		0	0	99,637
Movement in employee benefit provisions (non-current)		0	0	289,049
Add: Loss on asset disposals		327,000	0	245,982
Add: Depreciation on assets		33,708,335	30,897,091	28,134,781
Total non-cash items excluded from operating activities		34,032,335	30,897,091	28,745,811

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

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

		Budget Closing 30 Jun 2019	Budget Closing 30 Jun 2020	Year to Date 31 May 2020
Adjustments to net current assets				
Less: Reserves - restricted cash		(31,592,143)	(27,492,810)	(31,592,143)
Less: Unspent loans		(1,751,101)	0	0
Less: Capital Commitments		(2,426,444)	0	0
Less: ESL debtors		0	0	(185,905)
Less: Prepaid Rates		3,092,036	0	(2,455,879)
Less: Clearing accounts		0	0	500,184
Add: Borrowings	7	4,960,705	5,630,871	(969,778)
Add: Lease liability		0	0	(1,506,649)
Add: Provisions - employee		4,886,154	4,452,000	4,886,154
Add: Loan Facility offset		0	0	9,000,000
Total adjustments to net current assets		(22,830,793)	(17,409,939)	(22,324,016)

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

Current assets				
Cash and cash equivalents	2	45,552,853	33,584,252	43,369,227
Rates receivables	3	3,295,078	3,000,000	2,063,237
Receivables	3	3,079,788	3,645,750	4,530,416
Other current assets		1,349,951	450,000	428,974
Less: Current liabilities				
Payables		(8,843,628)	(9,191,971)	(1,149,132)
Borrowings	7	(4,960,705)	(5,630,871)	969,778
Contract liabilities		(183,071)	0	(5)
Lease liabilities		0	0	1,506,649
Provisions		(8,715,473)	(8,452,000)	(8,621,960)
Less: Total adjustments to net current assets	1(b)	(22,830,793)	(17,409,939)	(22,324,016)
Closing Funding Surplus / (Deficit)		7,744,000	(4,779)	20,773,167

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.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 2
CASH AND INVESTMENTS

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	6,262,039	Variable		Westpac	AA-	NA	NA	
Westpac Trust Bank Account	582,932	Variable	NA	Westpac	AA-	NA	NA	
Visitors Centre	1,436	Variable	NA	Westpac	AA-	NA	NA	
	6,846,407							
Municipal Investments								
Muni 10 - 9652-46197	29,695	1.05%	309	ANZ	AA-	1/10/2019	1/10/2020	366
MNS 31 - 582058	6,089,299	1.00%	6,494	Westpac	AA-	30/04/2020	29/05/2020	29
MNS 60 - 582007	337,485	1.00%	300	Westpac	AA-	30/04/2020	29/05/2020	29
	6,456,479							
Reserve Investments								
Reserve 26 - 80-802-2069	2,469,370	1.50%	12,319	NAB	AA-	28/02/2020	29/06/2020	122
Reserve 28 - 74-528-7456	3,036,451	1.07%	8,079	NAB	AA-	21/04/2020	21/07/2020	91
Reserve 30 - 78-911-3263	3,035,328	1.18%	8,903	NAB	AA-	7/04/2020	7/07/2020	91
Reserve 31 - 78-920-6945	3,036,432	1.05%	7,928	NAB	AA-	24/04/2020	24/07/2020	91
Reserve 32 - 33713404	3,013,966	0.56%	4,202	Commonwealth	AA-	25/05/2020	28/08/2020	95
Reserve 33 - 93-656-8445	3,030,540	1.23%	9,265	NAB	AA-	2/04/2020	2/07/2020	91
Reserve 34 - 72-684-2987	3,032,049	1.07%	8,067	NAB	AA-	22/04/2020	22/07/2020	91
RNS 31 - 581565	6,800,447	1.00%	5,771	Westpac	AA-	30/04/2020	29/05/2020	29
RNS 60 - 581573	3,194,690	1.00%	2,838	Westpac	AA-	30/04/2020	29/05/2020	29
	30,649,273							
Trust Investments								
Trust 10 - 93-656-8445	87,292	1.07%	232	NAB	AA-	22/04/2020	22/07/2020	91
Bonds NS 90 - 582066	3,407,012	1.00%	3,161	Westpac	AA-	30/04/2020	29/05/2020	29
	3,494,304							
Total	47,446,464		77,869					

Interest revenue

Investment Interest Accrued	77,869
Investment Interest Matured	600,441
Rates Interest	701,435
	<u>1,379,745</u>

Interest Earned

\$1,379,745

Trust Funds

Cash At Bank	582,932
Investment	3,494,304
	<u>4,077,236</u>

Total Municipal and Reserve Funds 43,369,227

	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Loan Offset Facility				
Westpac	9,000,000	2.71%	27,430	303,927

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
\$52.37 M	\$21.72 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

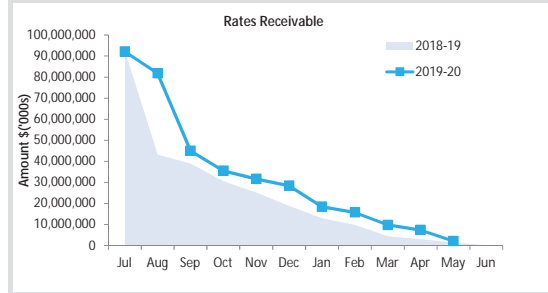
OPERATING ACTIVITIES
NOTE 3
RECEIVABLES

Rates Receivable	30 June 2019	31-May-19	31 May 20
	\$		\$
Opening Arrears Previous Years	2,943,000	2,943,000	3,295,078
Rates levied	78,487,059	78,487,059	80,212,522
Less - Collections to date	(78,134,981)	(79,997,059)	(81,444,363)
Equals Current Outstanding	3,295,078	1,433,000	2,063,237
Net Rates Collectable	3,295,078	1,433,000	2,063,237
% Collected	96%	98.2%	97.5%
No. of Legal Proceedings Commenced for the 2019/20 year			5
No. of properties > \$10,000 outstanding			16
No. of properties between \$3,000 and \$10,000 outstanding			134
Value of Rates Concession			76,896
Value of Rates Exemptions			1,960,488

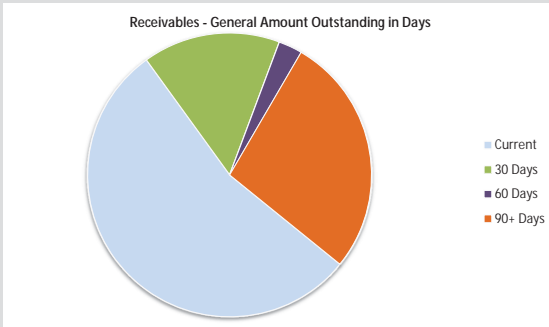
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		252,386	673,392	122,896	1,242,079	2,290,754
Recreation Centres		63,181				63,181
Mandurah Ocean Marina		21,979	36,345			58,324
GST receivable		541,021				541,021
Infringements		1,011,776				1,011,776
Pensioners rates and ESL deferred		479,872				479,872
Other Receivables		85,487				85,487
Total Receivables General Outstanding		2,455,702	709,738	122,896	1,242,079	4,530,415
Percentage		54.2%	15.7%	2.7%	27.4%	

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
97.5%	\$2,063,237



Debtors Due	\$4,530,415
Over 30 Days	46%
Over 90 Days	27%

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
Land	Sale of Land in Port Mandurah	600,000	393,468
Light Passenger Vehicles - Replacement			
HYUNDAI EXCEL AUTO ACTIVE 5 DR HATCH	Marina - Works and Services (C00116)	8,831	0
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	OHS - Sustainable Development (C00216)	13,385	17,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Community Festivals and Events (C004)	12,222	13,327
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	Planning Services - Sustainable Development (C01216)	13,410	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Asset Management - Works and Services (C02316)	12,384	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Planning Services - Sustainable Development (C02616)	12,425	13,009
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Projects Coordinator - Works and Services (C044)	12,212	14,145
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Sustainable Development - Building Services (C056)	12,216	12,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Engineering Design and Development - Works and Services (C06116)	13,160	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Senior Citizens Centre Coordinator - People and Communities (C063)	12,214	12,782
FORD MONDEO AUTO AMBIENTE WAGON	Principal Environmental Officer - Sustainable Development (C071)	11,122	12,100
MAZDA 6 5DR WAGON	Manager - Sport, Recreation & Events (C00419)	30,000	26,873
Light Commercial Vehicles - Replacement			
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE	Health Services - Sustainable Development (U00316)	20,756	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks North - Works and Services (U007)	18,493	0
FORD RANGER DUAL CAB 4X4 PICKUP	Works Construction - Works and Services (U01616)	19,948	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Environmental Health Services - Sustainable Development (U02117)	19,555	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Surveying Services - Works and Services (U02216)	20,355	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks Natural Areas - Works and Services (U029)	18,493	23,236
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U03216)	17,689	0
MITSUBISHI TRITON 2X4 CAB/CHASSIS	Citybuild Works and Services (U039)	11,374	18,691
ISUZU D'MAX DUAL CAB 2X4 PICKUP	Facilities Management - Works and Services (U051)	17,272	15,964
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05216)	19,699	0
FORD RANGER SINGLE CAB 4x4 TRAYBACK	Traffic Management - Works and Services (U05316)	21,371	0
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Central - Works and Services (U05416)	17,908	0
FORD RANGER DUAL CAB 2X4 PICKUP	Parks Central - Works and Services (U05816)	18,573	17,555
FORD RANGER DUAL CAB 2X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05916)	20,400	0
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U069)	15,094	0
HOLDEN COLORADO DUAL CAB 2X4 PICKUP	Sustainable Development Management - Sustainable Development (U07017)	16,407	15,964
FORD RANGER DUAL CAB 4X4 PICKUP	Landscaping Services - Works and Services (U07317)	17,442	22,555
Trucks & Buses Replacements			
NISSAN-UD 280 SINGLE CAB TWO WAY TIPPER	Works Construction - Works and Services (T002)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1000S	Civil Maintenance - Works and Services (T005)	0	0
HINO 500 SINGLE CAB THREE WAY TIPPER	Civil Maintenance - Works and Services (T006)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1500	Civil Maintenance - Works and Services (T007)	0	0
HINO 500 SINGLE CAB TWO WAY TIPPER	Civil Construction Drainage - Works and Services (T026)	0	0
HINO -MACDONALD JOHNSTON VS650 ROADSWEPPER	Civil Maintenance - Works and Services (T051)	74,326	0
Trailers			
2.0-4.5T FLAT TOP 5x2.5M WITH RAMP SOUTHWEST	Parks Southern - Works and Services (V001)	3,040	0
2.0-4.5T SIGN TRAILER	Works Construction - Works and Services (P011)	2,700	0

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
	Environmental Services - Sustainable Development (P044)	530	0
0.9T 2.1x1.2M BOX WITH RAMP			
2.0-4.5T TANDEM MOWER TRAILER WITH RAMP	(P140)	2,040	0
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	(P143)	700	0
Parks & Mowers			
KUBOTA 72" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M00216)	7,500	0
ISEKI 72" OUTFRONT DECK MOWER	Parks Southern - Works and Services (M00316)	7,250	5,774
ISEKI 60" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M01616)	7,250	0
TORO REELMASTER SIDEWINDER 3100D	Parks Central - Works and Services (M023)	5,821	0
TORO 72" ZERO TURN MOWER	Parks Southern - Works and Services (M02616)	7,000	0
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	Parks Assets - Works and Services (M100)	900	0
TORO 60" TURBO ZERO TURN MOWER	Parks Central - Works and Services (M032)	7,643	0
RED EXIM VERTI DRAIN AERATOR	Parks Northern - Works and Services (N021)	10,600	0
HOWARD HD150CR MOWER ROTASLASHER	Parks Assets - Works and Services (N023)	1,160	0
NEW HOLLAND BOOMER 3050 TRACTOR	Parks Northern - Works and Services (P602)	9,000	0
Miscellaneous Equipment >\$1500			
NISSAN MODEL 25 FORKLIFT	Parks Southern - Works and Services (L003)	4,181	0
KOMLETEE SCREEN PLANT	Manager Operations Services Manager - Works and Services (P013)	15,240	9,744
SPRAY UNIT MOTOR AND PUMP	Environmental Health Services - Sustainable Development (P045)	500	0
ROADLINES SCRABBING MACHINE	Works Construction - Works and Services (P049)	100	0
PILOT K50SI SILENT COMPRESSOR AND INSTALL	Cityfleet - Works and Services (P054)	1,100	0
TOPCON TP-4LGV PIPE LASER	Civil Construction - Works and Services (P094)	790	959
ERS TURBO WASH PARTS WASHER	Cityfleet - Works and Services (P095)	0	0
JASMAN ELECTRIC STEAM CLEANER	Cityfleet - Works and Services (P098)	100	0
BENDPAK HOIST	Cityfleet - Works and Services (P114)	1,480	0
Plant Disposed from 2018/19 budget			
HINO 700 FS2844 SINGLE CAB TIPPER TRUCK DSL MAN18SP			
PBB BODY TARP	Works Construction - Works and Services (T029)	52,505	52,505
ISUZU SINGLE CAB TRAY WITH KEVRECK 1500	Projects (T010)	21,492	21,492
KUBOTA F3690 60INCH OUTFRONT MOWER DSL	Plant (M014)	5,981	5,981
KUBOTA F3690 72' OUTFRONT MOWER DSL SIDE DISCHARGE	Plant (M004)	9,357	9,350
Trailer Single Axle Tipping Mower	Plant (P1425)	1,723	1,723
TRAILER LOW LOADER FLOAT .	Works Construction - (P182)	12,593	12,593
Kubota RTV 900 XTW 4WD Utility	Parks South Plant (1290) U106	10,913	10,913
TOYOTA RAV4 CV 2WD WAGON ULP AUTO	C075	17,041	17,041
HINO 700 SERIES FS1ELKD TIPER TRUCK	T027	51,679	51,679
Kubota RTV 900 XTW 4WD Utility	Parks Plant (1289) U105	7,226	7,226
ISUZU FTS800 4WD SINGLE CAB WATER TRUCK DSL MAN			
NUFAB 7000L TANK	T014	50,057	0
mitsubishi canter crew cab three way tipper truck			
DSL FEB71 AUTOMATED	T013	22,647	0
mitsubishi canter crew cab three way tipper truck			
DSL FEB71 AUTOMATED	T015	22,647	20,647
SCARAB MERLIN ROADSWEEPER ON NISSAN UD MK240 DSL			
MAN/HYDROSTAT	T050	70,867	0
RFQ09-2019 - Supply and Deliver One New 5T Trayback			
Truck with Kevrek Crane.	T004	27,332	0
Plant Disposed - other			
Hyundai Sante FE Elite Wagon Auto DSL	Recreation Services -P1411 C03616	24,600	24,600
Hino 500 S-Cab Flocon Truck Kevrek Crane only	Works and Services - P1333 T022		1,553
		1,654,021	929,575

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS

Asset	Asset Description	Budget	YTD Actual						
		Proceeds	Proceeds						
KEY INFORMATION									
		<table border="1"> <caption>Proceeds on Sale Comparison</caption> <thead> <tr> <th>Category</th> <th>Value</th> </tr> </thead> <tbody> <tr> <td>Annual Budget</td> <td>~1,650,000</td> </tr> <tr> <td>Actual YTD</td> <td>~950,000</td> </tr> </tbody> </table>		Category	Value	Annual Budget	~1,650,000	Actual YTD	~950,000
Category	Value								
Annual Budget	~1,650,000								
Actual YTD	~950,000								

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

**NOTE 5
TENDERS AWARDED FOR THE MONTH**

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

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
04-2020	Shade Sail Maintenance	West Coast Shade	2 years	\$ 88,000
05-2020	Halls Head Irrigation Water Supply Mainline	Total Eden	Project estimated to be completed by 30 June 2020	71,200

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

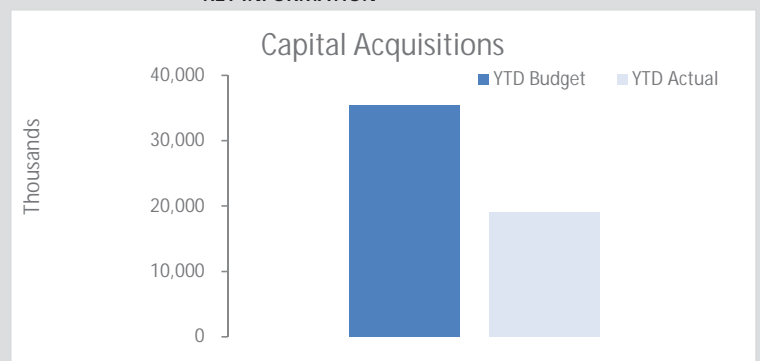
INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,523,900	3,186,994	3,251,766	1,702,842	(1,548,924)
Equipment	435,532	535,532	510,549	376,706	(133,843)
Machinery	4,064,766	3,526,980	3,217,249	2,421,664	(795,585)
Infrastructure - Roads	11,986,132	11,581,277	11,259,455	7,794,506	(3,464,949)
Bridges	744,980	753,306	710,765	354,846	(355,919)
Parks	4,221,862	4,053,414	3,829,852	2,689,782	(1,140,070)
Drainage	1,116,564	942,947	940,820	535,313	(405,508)
Coastal & Estuary	1,610,873	683,420	692,889	467,911	(224,978)
Other Infrastructure	12,012,043	11,686,587	11,081,240	2,770,741	(8,310,499)
Capital Expenditure Totals	39,716,652	36,950,457	35,494,585	19,114,310	(16,380,275)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	12,862,110	10,823,077	23,654,634	7,304,964	(16,349,670)
Capital grants and contributions	10,758,324	11,724,433	10,910,376	10,879,771	(30,605)
Borrowings	8,094,397	7,051,101	0	0	0
Other (Disposals & C/Fwd)	1,609,590	1,654,021	929,575	929,575	0
Cash Backed Reserves					
Building Reserve	719,448	610,962	0	0	0
Asset Management Reserve	550,000	554,360	0	0	0
Sustainability Reserve	141,000	148,745	0	0	0
Sanitation Reserve	618,451	334,285	0	0	0
Community Improvements Reserve	53,751	63,698	0	0	0
Traffic Bridge Reserve	495,220	495,220	0	0	0
Mandurah Ocean Marina Reserve	92,128	127,128	0	0	0
Unspent Grants & Contributions Reserve	3,436,338	3,308,562	0	0	0
Carbon Offset Reserve	40,000	40,000	0	0	0
Specified Area Rates - Port Mandurah Canals	245,895		0	0	0
Sportclubs Maintenance Levy Reserve		14,865		0	0
Capital Funding Total	39,716,652	36,950,457	35,494,585	19,114,310	(16,380,275)

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
	\$36.95 M	\$19.11 M	52%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$11.72 M	\$10.88 M	93%

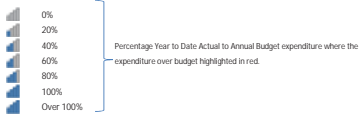
Council Meeting 23 June 2020

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

Attachments to Minutes
INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS (CONTINUED)

Capital Expenditure Total

Level of Completion Indicators



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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings						
1632.750578. CSRF	150,000	62,000	56,825	61,175	825	Falcon Pavilion toilet/changeroom upgrade (\$86,232), Mandurah Tennis Club court resurfacing (\$12,562) and Dudley Park BC greens and lighting works (\$48,613).
1632.750579. Mh Mustangs FC - Facility Development	174,410	0	87,207	0	0	Project deferred to 2020/21 following COVID-19 Review.
1632.750580. Peelwood Res - Changeroom Upgrade	21,140	0	8,807	0	0	Project deferred to 2020/21 following COVID-19 Review.
1632.750581. BDOC Security Upgrade	32,768	32,768	30,028	44	32,724	Works commenced. To be completed prior to 30/06.
1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	19,377	1,140	20,000	Construction complete. Finances to be finalised.
1632.750583. Museum Garage Area Flooring	11,627	11,627	10,651	10,968	659	Completed.
1632.750584. Tuart Av Community Kitchen Retrofit	264,258	30,000	29,341	17,058	12,942	Project deferred to 2020/21.
1632.750510. CASM Ablution Upgrade	31,711	4,691	15,561	4,691	0	Project deferred to 2020/21 following COVID-19 Review and \$20k added in draft 2020-21 budget.
1632.750585. CASM Sliding Door	21,140	21,140	19,377	20,165	975	Completed.
1632.750586. MARC LED & Lighting Control	52,851	52,851	48,440	2,851	50,000	Project to be carried over to 2020/21.
1632.750587. Coodanup Community Centre Ablution	73,993	73,993	67,825	51,893	22,100	Construction complete. Finances to be finalised.
1632.750588. Owen Avenue Ablution	158,254	11,664	85,109	11,664	0	Project cancelled following COVID-19 Review. Re-listed in 2020/21 Ablutions-New Program.
1632.750589. Admin Building First Floor Carpet	52,851	14,316	29,172	14,316	0	Project deferred to 2020/21 following COVID-19 Review.
1632.750591. Civic Chamber Meeting Rooms	84,563	104,563	83,388	11,960	92,603	Project to be carried over to 2020/21. Construction 40% complete.
1632.750590. Civic Building HVAC Replacement	10,570	12,370	11,326	12,370	0	Completed.
1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	36,818	24,650	15,518	Completed.
1632.750593. MARC Roof Access Walkways	63,422	43,422	39,799	3,422	40,000	Works to commence mid June. PO705053 raised.
1632.750594. Museum House Asbestos Removal	79,278	79,278	79,276	59,824	19,454	Completed.
1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	14,534	12,557	3,298	Completed.
1632.750596. Museum Window Frames Replacement	26,426	26,426	24,228	29,035	(2,609)	Completed.
1632.750600. Facility Glazing Compliance Upgrade	60,251	54,902	50,329	1,365	53,537	Works 20% complete. To be completed prior to 30/06.
1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	9,705	5,632	4,952	Completed.
1632.750602. Mechanical Workshop Shade Project	13,741	17,290	15,854	17,366	(76)	Completed.
1632.750603. Southern Ops Transportable Meeting Room	84,563	84,563	70,188	168	84,395	Project to be carried over to 2020/21. Contract awarded.
1632.750604. Falcon Pavilion Roof	26,426	9,213	12,868	9,213	0	Completed.
1632.750605. Port Bouvard SLC Gear Shed Re-Roof	95,133	102,133	102,133	0	102,133	Construction complete. Finances to be finalised.
1632.750606. South Mh Football Club Pavilion	79,278	79,278	79,274	60,955	18,323	Completed.
1632.750609. Site Main Switchboards	95,133	95,133	87,202	0	95,133	Project to be carried over to 2020/21.
1632.750610. Dolphin Drive MATV Compound	10,468	10,468	9,595	10,330	138	Completed.
1632.750611. Marina Ablution Facility Shed	10,468	8,321	9,576	8,321	0	Completed. Savings captured in COVID-19 Review.
1632.750516. Change Rooms Upgrade Program	75,000	220,000	220,000	6,513	213,488	Project to be carried over to 2020/21.
1632.750520. Northport Reserve. Baloo Crescent Facility	80,000	90,790	90,790	90,790	0	Completed.
1632.750567. South Mandurah FC Changerooms (CSRF)	30,000	34,850	31,942	30,000	4,850	2019/20 stage of project complete. Construction to continue in 2020/21 and to be funded by the Restart Mandurah program.
1632.750572. MMFC Upgrade Rushton North Pav (CSRF)	65,000	38,177	35,000	38,177	0	Completed.
1632.750433. Port Bouvard Surf Life Saving Club	34,818	50,476	50,476	50,476	0	Completed.
1632.750416. SL Peelwood Parade Reserve	23,050	47,800	47,800	47,800	0	Completed.
1632.750523. Bush Fire Brigade	440,625	531,449	519,757	503,507	27,942	Completed.
1632.750577. New 60 Peel St Demolition	30,000	23,831	23,831	23,831	0	Completed.
1632.750524. SCC & SPS Buildings energy upgrades	55,000	47,690	43,715	47,690	0	Completed.
1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	311,000	304,161	1,586	309,414	Project to be carried over to 2020/21. Works committed.
1632.750501. MARC Systems Integration	110,000	36,995	44,495	21,440	15,535	Harmonics works complete. Generator integration works to be completed.
1632.750532. Civic Building - Turkey Room	231,698	294,936	294,936	144,796	150,140	Project to be carried over to 2020/21.
1632.750289. RS - MARC Redevelopment Stage 2	7,458	7,463	7,463	7,463	0	Completed.
1632.750573. MARC squash court roof drainage	20,000	3,043	3,043	3,043	0	Completed.

Council Meeting 23 June 2020

Attachments to Minutes

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
1632.750575. Central Boardwalk	80,000	115,000	107,500	88,607	26,393	Major works 95% complete with minor landscaping still to be finished.
1632.750451. Bortolo Reserve Sports Lighting	67,488	57,095	52,331	57,095	0	Completed.
1632.750498. Museum Courtroom Interpretation Project		11,561	11,561	11,561	0	Completed.
1632.750550. Indoor Sports Facility		0	0	0	0	Completed.
1632.750612. WMC Tipping Shed Security Doors		60,000	60,000	51,713	8,287	Construction complete and financially complete.
1632.750512. Mandurah Library Staff Workroom		0	0	(129)	129	Credit received for works on 2018/19 capital project.
1632.750613. MARC Aquatic Condensation		44,616	37,033	7,530	37,086	To be completed prior to 30/06.
1632.750614. Museum Office Ceiling Refurbishment		0	3,346	0	0	Project cancelled following COVID-19 Review.
1632.750615. MSLSC Carpet Replacement		6,000	4,980	6,000	0	Completed.
1632.750616. Park Rd SES Building Workshop Upgrade		15,000	9,150	0	15,000	Construction 30% complete. Works to progress following budget reallocation, to be completed prior to 30/06.
Bridges						
1634.880011. Mandurah Traffic Bridge Feature Lighting	10,570	10,072	9,235	10,072	1	Completed.
1634.880001. Old Mandurah Bridge	495,220	500,000	458,300	100,000	400,000	Project to be carried over to 2020/21. Design progressing in line with the plans for the western foreshore redevelopment and reviewing site requirements.
1634.880010. New Bridge boardwalk extension stairway	239,190	243,234	243,230	244,774	(1,540)	Completed.
Parks						
1635.700395. Falcon Reserve Activation Plan	250,639	250,639	208,031	41,604	209,035	Project to be carried over to 2020/21.
1635.700396. Falcon Skate Park Upgrade	400,000	400,000	332,000	51,835	348,165	Project to be carried over to 2020/21. Works to be completed mid July.
1635.700397. Fowler Reserve - Cricket Nets	18,000	18,000	16,495	16,980	1,020	Completed.
1635.700398. Rushton Park Development Works	40,000	40,000	36,664	40,000	0	Completed.
1635.700399. Lakelands Community Garden	30,000	0	12,498	0	0	Project deferred to 2020/21 following COVID-19 Review.
1635.700436. Upgrade Billy Dowers Outdoor Space	32,000	32,000	29,325	30,940	1,060	Construction 95% complete.
1635.700400. Westbury Way Offset Fencing	16,000	13,745	13,745	13,745	0	Completed.
1635.700430. Korosee Tank Bundling	15,000	15,000	15,000	3,516	11,484	Construction 75% complete.
1635.700401. Birchley Reserve Upgrade Stage 2	136,712	136,712	136,712	134,120	2,592	Construction complete and financially complete.
1635.700402. Falcon Bay Foreshore Stage 3 of 4	341,780	341,780	341,781	342,284	(504)	Construction complete and financially complete.
1635.700403. Grahame Heal Reserve	96,838	96,839	96,840	14,161	82,678	Project to be carried over to 2020/21.
1635.700404. Halls Head Recycled Water	227,854	227,854	189,119	40,079	187,775	Construction 50% complete. Underspend of \$10,000 to be allocated to budget increase for MARC Improvement to Carpark Area project.
1635.700405. Mandjar Square Final Stage	341,780	336,780	308,707	302,970	33,810	Construction complete. Finances to be finalised.
1635.700406. Pebble Beach Boulevard Res 46649	182,282	182,282	182,282	25,337	156,945	Project to be carried over to 2020/21.
1635.700407. Pinjarra Road East Stage 2	284,817	284,817	284,817	280,682	4,135	Construction 95% complete. Overspend of \$20,000 to be funded from underspend on Quandong Reserve Renewal.
1635.700408. Riverview Foreshore Stage 2	22,785	17,785	17,786	12,886	4,899	Construction complete and financially complete.
1635.700409. San Marco Quays Playground Final Stage	22,785	24,053	24,053	24,053	(0)	Completed.
1635.700410. Westbury Way North side POS Stage 3	227,854	227,854	227,855	201,937	25,917	Construction 95% complete.
1635.700411. Convert Sporting Ovals to SDS	50,000	50,000	50,000	41,896	8,104	Construction 95% complete.
1635.700412. Dawesville Reserve Firebreaks	14,810	14,810	14,810	8,034	6,776	Construction complete and financially complete.
1635.700413. Duverney Park Picnic Facilities	22,785	22,785	22,786	20,414	2,371	Construction 95% complete.
1635.700415. Melaleuca Reserve Shade Sail	30,760	30,760	30,761	31,170	(410)	Completed.
1635.700416. Moorhen Green Upgrade	34,178	34,178	34,178	33,963	215	Construction complete and financially complete.
1635.700417. Old Yacht Club Superficial Bore	41,074	41,074	41,074	26,038	15,036	Construction 95% complete.
1635.700414. Jerramungup Gdn/Wittenoom Turn	28,481	28,481	28,482	23,721	4,760	Construction 95% complete.
1635.700418. Shade Sales Various Sites	113,927	93,927	103,927	74,756	19,171	Construction 95% complete.
1635.700420. Basketball Hoops Renewal	20,000	20,000	20,000	18,134	1,866	Completed.
1635.700421. Eastern Foreshore Softfall Renewal	12,134	12,134	12,134	0	12,134	Due to commence in June, will be completed prior to 30/06.
1635.700422. Louis Dawe Park Renewal	68,356	68,356	68,357	22,144	46,212	Project to be carried over to 2020/21.
1635.700423. Mogum Reserve Softfall Renewal	30,000	30,000	30,000	0	30,000	Due to commence in June, will be completed prior to 30/06.
1635.700424. Olive Road Foreshore Renewal	28,481	17,000	16,999	17,981	(981)	Construction complete and financially complete.
1635.700425. Quandong Reserve Renewal	60,000	60,000	60,002	14,152	45,848	Construction 50% complete. Estimated completion date mid-June 2020. Underspend of \$27,000 to be allocated to Avalon Foreshore (\$7k) and Pinjarra Road East Stage 2 (\$20k).
1635.700426. Rushton Park Fencing Renewal	20,000	20,000	20,000	17,210	2,790	Completed.
1635.700427. Signage	56,963	16,963	16,963	13,486	3,477	2019-2020 Ongoing Program.
1635.700431. Electric BBO Replacement	68,708	58,708	57,982	58,696	12	Completed.
1635.700432. Goegrup Lake Boardwalk	63,470	3,470	3,179	0	3,470	Project cancelled due to location not in the city's boundaries.
1635.700433. Estuary Road Boardwalk	21,237	13,281	12,169	13,281	0	Completed.
1635.700434. Bethyl Corner Renewal	158,554	140,767	134,914	120,587	20,180	Construction complete. Finances to be finalised.
1635.700435. Power Meter Enclosures	95,133	95,133	87,202	53,137	41,996	To be completed prior to 30/06.
1635.700429. Town Beach Shower	20,937	19,032	17,441	19,032	(0)	Completed.
1635.700364. Mandjar Square Water Feature	199,325	196,736	180,336	196,736	(0)	Completed.
1635.700346. Cooto Reserve BMX Track	60,000	65,000	59,583	65,079	(79)	Completed.
1635.700361. Mandjar Square Stage 3 & 4	90,000	62,150	56,976	62,150	0	Completed.
1635.700365. Novara Foreshore Stage 3	50,000	106,354	97,482	94,801	11,553	Construction 100% complete. Finances to be finalised.
1635.700377. MARC improvement to car park area	5,000	4,570	4,191	3,750		Project to be carried over to 2020/21 with new budget.

Council Meeting 23 June 2020

Attachments to Minutes

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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
1635.700385. Lakes Lawn Cemetery - Signage	9,998	8,316	7,626	6,427	1,889	Construction 95% complete.
1635.700387. Parks and Reserves Signage	12,925	0	0	0	0	Carryover budget not required. Completed in 2018/19. Committed PO has been cancelled.
1635.700389. Lakes Lawn Cemetery Gates/Signage	7,500	0	0	0	0	Completed.
1635.700376. Mandurah Rd median - Gordon to Meadow Sp	40,000	48,491	44,452	48,491	0	Completed.
1635.700363. Falcon Bay Foreshore Stage 2		17,798	16,316	7,388	10,410	Construction 100% complete. Finances to be finalised.
1635.700437. Mandurah Croquet Club Shade Structures		7,000	5,810	0	7,000	Works to commence early June following building approval. To be completed prior to 30/06.
Roads						
1636.500946. Flagpole Lighting ADC Buildings	15,855	5,711	5,236	5,711	(0)	Completed.
1636.500947. Reserve Lighting Device Upgrade	7,000	7,000	6,416	5,390	1,610	Works 80% completed.
1636.500948. StIn Districts Fire Brigade (Carpark)	54,516	54,516	49,969	39,916	14,600	Construction complete. Finances to be finalised.
1636.500949. City Centre Parking and Signage	160,385	0	66,815	0	0	Project proposed to be cancelled following COVID-19 Review.
1636.500950. Smart Street Mall Upgrade	1,503,613	1,503,613	1,378,211	69,736	1,433,877	Project to be carried over to 2020/21. Civil Engineers are progressing with the detail design. On track to commence works in May.
1636.500951. RC Dower Street	817,747	817,747	817,747	812,409	5,339	Civil works completed.
1636.500952. RC Mississippi Drive	436,132	371,132	378,627	240,036	131,096	Construction 100% complete. Street lighting to be installed by Western Power. Underspend of \$30,000 to be allocated to Depot Stockpile Upgrades (\$15k), RR Bailey Boulevard (\$10k) TM Wilderness Drive (\$5k).
1636.500953. RC Peel Street	817,747	817,747	776,859	56,795	760,952	Project to be carried over to 2020/21. Construction 25% completed.
1636.500954. RC Pinjarra Road	760,839	760,839	760,839	741,494	19,345	Civil construction complete. Services and landscaping works to be completed.
1636.500955. RR Bailey Boulevard	281,154	281,154	281,155	233,493	47,661	Construction 95% complete. Increased scope costing \$10,000 to be funded from underspend on RC Mississippi Drive.
1636.500956. RR Beacham Street	365,501	236,006	255,753	236,005	1	Completed.
1636.500957. RR Clarice Street	275,531	325,531	309,256	309,465	16,066	Construction complete and financially complete.
1636.500958. RR Creery Street	84,347	80,056	80,057	80,056	0	Completed.
1636.500959. RR Fernwood Rd/Old Coast Rd	208,054	68,054	68,057	62,163	5,891	Completed.
1636.500960. RR Gordon Road	281,154	221,154	241,556	221,171	(17)	Completed.
1636.500961. RR Merrivale Street	404,862	329,561	342,209	329,561	(0)	Completed.
1636.500962. RR Thera Street	337,385	397,385	360,116	102,050	295,335	Project to be carried over to 2020/21. Construction 50% complete.
1636.500963. TM Discretionary Traffic Mgmt	109,033	109,033	103,582	62,404	46,629	Project to be carried over to 2020/21.
1636.500964. TM Old Coast Rd/Rutland Dr Roundabout	109,033	124,033	116,533	122,116	1,917	Construction complete and financially complete.
1636.500965. TM Wilderness Dr/Old Coast Rd	109,033	109,033	109,033	103,486	5,547	Civil construction complete. Lighting to be installed, however requires minor footpath works to accommodate light pole and high pressure gas main. Increased scope costing \$5,000 to be funded from underspend on RC Mississippi Drive.
1636.500966. CP Aldgate St Realignment Stage 2	81,775	41,776	61,780	7,320	34,456	Civil construction complete. Lighting to be installed.
1636.500967. CP Pinjarra Rd/Sutton St	32,710	62,710	62,710	69,644	(6,934)	Civil construction complete. Planting to be completed. Overspend of \$8,600 to be funded from underspend at SP Jubata Gardens.
1636.500968. RS Aberdeen Close	15,183	43,245	43,243	43,245	(0)	Completed.
1636.500969. RS Aberdeen Cl/Balmoral Pde Intersection	10,122	0	0	0	0	Funds reallocated to RS Aberdeen Close.
1636.500970. RS Achilles Place	67,477	40,510	40,506	40,510	(0)	Completed.
1636.500971. RS Aldgate St/Parkview St Intersection	16,026	24,120	22,419	18,309	5,811	Construction complete and financially complete.
1636.500972. RS Beam Road	56,230	44,984	44,984	44,683	301	Completed.
1636.500973. RS Espirit Parkway	140,577	56,685	56,685	56,685	0	Completed.
1636.500974. RS Ferguson St/Vanhoe Crs	56,230	43,421	43,418	43,422	(1)	Completed.
1636.500975. RS Fernwood Rd/Timbers Edge Intersection	56,230	56,230	56,229	49,143	7,087	Completed.
1636.500976. RS Frankland Place	41,050	56,230	56,230	45,909	10,321	Completed.
1636.500977. RS Hillway Street	38,517	30,492	30,490	30,492	(0)	Completed.
1636.500978. RS Leighton Rd/Halls Head Pde	33,176	79,347	81,048	76,253	3,094	Completed.
1636.500979. RS Lord Hobart Dve/Addingham Blvd	16,869	297,477	297,479	202,293	95,184	Construction complete. Finances to be finalised. Potential project savings of approximately 10% following on site pavement value engineering re-design.
1636.500980. RS Mississippi Drive	134,954	112,462	112,462	91,615	20,847	Construction 95% complete.
1636.500981. RS Peel St/Ormsby Tce Roundabout	39,361	84,347	84,348	23,640	60,707	Construction 75% complete.
1636.500982. RS Peelwood Parade	35,706	85,000	84,996	18,409	66,591	Construction 50% completed.
1636.500983. RS Peelwood Pde/Mahogany Dr	25,303	27,903	27,902	27,904	(1)	Completed.
1636.500984. RS Watersun Drive	84,347	51,809	51,809	51,809	0	Completed.
1636.500985. RS Yaigor Heights	67,477	23,288	23,287	23,288	(0)	Completed.
1636.500986. RS Yarri Way	24,180	17,187	17,187	17,187	0	Completed.
1636.500987. SP Albermarle Close	28,349	0	2	2,349	(2,349)	Funds returned at Budget Review.
1636.500988. SP Blakeley Street	57,242	51,885	47,840	36,965	14,920	Construction 95% complete.
1636.500989. SP Boileau Place	19,626	19,663	18,681	19,664	(1)	Completed.
1636.500990. SP Cox Bay	21,807	26,807	24,017	3,029	23,778	Construction delayed. To commence in June. Technical Services requested a later start to enable Stage 1 to flow into Stage 2 (scheduled for early 2020/21) which will result in mobilisation efficiencies.
1636.500991. SP Dichondra Pass	58,333	54,064	51,362	52,842	1,222	Construction complete and financially complete.
1636.500992. SP Duverney Park FAW	70,872	70,872	67,331	65,711	5,161	Construction complete and financially complete.
1636.500993. SP Gillark Street	32,165	42,679	40,545	42,680	(1)	Completed.
1636.500994. SP Janice Avenue	119,936	98,144	93,237	98,144	0	Completed.
1636.500995. SP Jubata Gardens	39,252	56,059	54,709	42,481	13,578	Completed. Underspend of \$8,600 to be allocated to overspend at CP Pinjarra Road/Sutton Street.
1636.500996. SP Lefroy Street	52,881	35,612	37,432	28,069	7,543	Construction complete and financially complete. Underspend of \$4,265 to be allocated to SP Old Coast Road, Halls Head.
1636.500997. SP Mandurah Road, Erskine	21,807	10,000	9,501	3,659		costs to be finalised.

Council Meeting 23 June 2020

Attachments to Minutes

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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
1636.500998. SP Missing Links	87,227	87,227	82,866	49,735	37,492	Construction 25% complete.
1636.500999. SP Oakwood Gate	41,433	39,007	37,055	39,007	(0)	Completed.
1636.501000. SP Old Coast Road, Halls Head	43,612	49,516	48,492	51,067	(1,551)	Construction 95% complete. Overspend of \$4,265 to be funded from underspend on SP Lefroy Street.
1636.501001. SP Orella Street	28,349	26,901	25,558	26,901	0	Completed.
1636.501002. SP Pedestrian Crossing Upgrades	54,516	54,516	51,790	9,738	44,778	2019-2020 Ongoing Program.
1636.501003. SP Perida Way	26,168	22,739	21,601	22,738	1	Completed.
1636.501004. SP Sandeland Avenue	25,077	24,092	22,889	24,091	1	Completed.
1636.501005. SP Sunview Rise PAW	27,803	9,638	9,154	9,638	(0)	Completed.
1636.501006. SP Swinton Place	25,077	30,897	25,752	21,434	9,463	Construction 75% complete.
1636.501007. Bus shelters	63,612	63,612	58,307	21,432	42,180	2019-2020 Ongoing Program.
1636.501008. SL Gibson Street	109,033	49,033	73,582	36,385	12,648	Construction complete and financially complete.
1636.501009. SL Lakes Road	76,324	76,324	76,324	75,934	390	Completed.
1636.501010. SL Minor Improvements	54,516	98,182	83,122	69,546	28,636	2019-2020 Ongoing Program.
1636.501011. SL Train Station Access Path	54,516	19,516	0	2,235	17,281	Construction will commence and be completed by 30/06.
1636.501012. Depot Stockpile Upgrades	25,000	35,000	35,000	660	34,340	Design works 50% completed. Forecasted for construction to be completed prior to 30/06. Increased scope costing \$15,000 to be funded from underspend on RC Mississippi Drive.
1636.501015. Light Pole Replacement Program	105,703	0	0	0	0	Funds returned at Budget Review. Works to be re-budgeted in the future.
1636.501016. MOM Canal Light Poles	98,304	78,304	78,306	70,090	8,214	Completed.
1636.501022. Parks and Reserves LED Program	63,422	63,422	58,131	62,446	976	Completed.
1636.501017. Port Mandurah SL Rectification Project	52,851	52,851	48,440	51,085	1,766	Completed.
1636.501018. WMC Out Weighbridge Road Repairs	50,120	50,120	45,940	0	50,120	Construction to commence Q4. Forecasted to be completed prior to 30/06.
1636.501019. WMC Recovery Facility Hardstand	250,602	190,602	174,704	0	190,602	Project to be carried over to 2020/21.
1636.501021. South Harbour Paving Replacement	78,515	45,459	41,680	45,459	(0)	Completed.
1636.500798. Dower St - Pinjarra Rd Intersection	381,206	379,369	347,728	378,397	972	Completed.
1636.500887. Dower Street	261,047	348,861	319,762	349,133	(272)	Completed.
1636.500889. Lakes Rd	27,312	55,759	51,110	58,250	(2,491)	Completed.
1636.500892. Smokebush Retreat	132,000	46,033	77,604	35,209	10,824	Construction 95% complete. Western Power connection works remaining.
1636.500894. Coodanup Drive	90,000	206,290	189,087	94,360	111,930	Project to be carried over to 2020/21. Works will be committed for lighting, however will not be completed by 30/06.
1636.500904. Yeodong Road	5,000	28,125	25,790	28,771	(646)	Completed.
1636.500909. Pinjarra Road Carpark	200,000	183,097	167,834	183,097	(0)	Completed.
1636.500914. Coolibah Avenue Resurfacing	205,000	200,222	183,521	200,222	0	Completed.
1636.500932. Pedestrian Lighting to PAW	37,472	37,472	34,343	24,344	13,128	Construction completed, waiting for Western Power connection.
1636.500942. PTA Bus Embayment - 27636	248,122	235,400	215,779	235,399	1	Completed. Funds to be returned to PTA.
1636.500943. PTA Bus Embayment - 27635	192,502	189,746	173,928	189,746	(0)	Completed. Funds to be returned to PTA.
1636.500944. WMC Top Shed Roadworks	30,000	34,165	31,323	34,165	(0)	Completed.
1636.501023. Dudley Park PS Carpark	86,467	72,058	64,255	22,212	22,212	Construction complete and financially complete.
1636.501024. Mandurah Terrace Modifications		19,000	19,000	18,731	269	Completed.
Drainage						
1637.600155. DR Discretionary Improvements	112,462	112,462	112,463	21,376	91,086	2019-2020 Ongoing Program.
1637.600156. DR Donnelly Gardens	11,246	11,246	11,245	8,419	2,827	Completed.
1637.600157. DR Estuary Heights Place	44,984	44,984	44,984	40,399	4,585	Completed.
1637.600158. DR Estuary View Road	22,493	37,492	37,488	27,388	10,105	Construction complete. Finances to be finalised.
1637.600159. DR Harvey View Drive	16,869	16,869	16,870	9,772	7,097	Completed.
1637.600160. DR Henson St/Mandurah Tce	33,739	33,739	33,739	22,446	11,293	Construction 95% complete.
1637.600161. DR Leura Street	84,347	84,347	84,346	67,546	16,801	Construction 95% complete.
1637.600162. DR Lord Hobart Drive	67,477	67,477	67,476	53,854	13,623	Construction 95% complete.
1637.600163. DR Mulberry Close	22,493	25,293	23,893	25,295	(2)	Complete.
1637.600164. DR Orion Rd Park Stage 2	112,462	112,462	112,463	75,022	37,440	Project to be carried over to 2020/21. Civil construction complete. Landscaping 75% complete, turfing to be completed June.
1637.600165. DR Rialto & Bermuda Pics Accessway	22,493	7,393	7,390	7,393	0	Completed.
1637.600166. DR Riverina Avenue	16,869	16,869	16,870	9,342	7,527	Completed.
1637.600167. DR Spinaway Parade	56,230	226,231	226,229	55,801	170,430	Construction 75% complete.
1637.600168. DR Sunview Rise	56,230	53,430	54,828	18,606	34,824	Construction 95% complete.
1637.600169. DR Water Sensitive Urban Design	224,924	0	0	0	0	Funds reallocated at Budget Review to other drainage and road projects.
1637.600170. DR Yalgorup Drive	11,246	0	5,622	0	0	Project cancelled following COVID-19 Review.
1637.600152. William/Bertram Road	150,000	37,360	34,244	37,360	(0)	Completed.
1637.600148. City Centre Drainage Upgrade Stage 2	50,000	55,293	50,670	55,292	1	Completed.

Council Meeting 23 June 2020

Attachments to Minutes

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
Coastal & Estuary						
1639.910095 Avalon Foreshore (Westview Parade)	56,963	70,963	70,966	10,941	60,022	Works to commence June. Increased scope costing \$7,000 to be funded from underspend on Quandong Reserve Renewal. Project to be carried over to 2020/21.
1639.910096 San Remo Beach Universal Access	17,089	17,089	17,089	10,652	6,437	Construction complete. Finances to be finalised.
1639.910097 Breakwater Parade Fishing Platform	73,280	51,470	52,774	51,459	11	Completed.
1639.910098 Jetties - ABCDEFGH Main Marina	12,562	7,312	6,702	7,312	0	Completed.
1639.910099 Jetties - J and K	52,342	36,121	33,108	36,121	0	Completed.
1639.910100 Marina Commercial Jetty	52,342	34,352	31,747	34,345	7	Completed.
1639.910101 Marina 5th Harbour MATV Pits	10,468	0	4,361	0	0	Project cancelled following COVID-19 Review.
1639.910102 South Harbour Upgrade	240,777	286,643	259,445	243,448	43,195	Construction 90% complete. Expectations that materials will arrive and PO will be expended prior to 30/06.
1639.910103 Dawesville Channel Fishing Platform	52,342	52,342	47,975	2,342	50,000	Materials have arrived, contractor ready to commence work. Expected completion prior to 30/06.
1639.910104 Mariners Cove Café	31,405	0	13,082	0	0	Project cancelled following COVID-19 Review.
1639.910105 Parkridge Boat Ramp	73,280	0	28,512	0	0	Project deferred to 2020/21 following COVID-19 Review. 2019/20 RFBS funding \$16,410 cancelled, required to reapply in 2020/21.
1639.910084 Cambria Island Abutment wall repairs	92,128	127,128	127,128	71,290	55,838	Completed.
1639.910094 Dredging Port Mandurah Entrance	245,895	0	0	0	0	Completed.
1639.910089 Shark Mitigation Project	600,000	0	0	0	0	Carryover project not going ahead.
Equipment						
1640.820171 MARC Basketball Backboards	55,000	55,000	50,417	51,600	3,400	Completed.
1640.820172 Christmas Decorations 2019	190,266	190,266	190,266	182,916	7,350	Completed.
1640.820173 Council Chambers Furniture	190,266	170,266	170,266	142,190	28,076	Completed.
1640.820174 MPAC Orchestra Lift		120,000	99,600		120,000	Project to be carried over to 2020/21.
Plant & Machinery						
1641.770001 Light Passenger Vehicles - Replacement	321,510	338,580	305,964	238,722	99,858	Delivery of Ford Ranger will not occur prior to 30/06, budget variation to allocate \$39,466 to reserve.
1641.770002 Light Commercial Vehicles - Replacement	642,161	642,161	588,604	443,615	198,546	
1641.770005 Light Passenger Vehicles - New	22,000	22,000	20,169	22,866	(866)	
1641.770018 Light Commercial Vehicles - New	78,500	78,500	71,953	40,283	38,217	
1641.770006 Trucks & Buses Replacements	2,020,384	1,316,706	1,206,895	1,171,232	145,474	
1641.770007 Trailers	135,035	135,035	123,770	92,395	42,640	
1641.770009 Parks & Mowers	363,150	363,150	332,861	132,265	230,885	Delivery of a mower delayed due to COVID-19, budget variation to allocate \$50,574 to reserve.
1641.770011 Miscellaneous Equipment >\$1500	345,526	494,348	441,921	143,786	350,562	Purchase of 6" inch Skid Mounted Trash Pump for \$66,000 and Complete Screen for \$43,800 to occur in 2020/21.
1641.770008 Construction Vehicles	136,500	136,500	125,112	136,500	0	
Other Infrastructure						
1643.930032 Road Sweeper Spoil	35,000	65,000	65,000	1,647	63,353	Project to be carried over to 2020/21. Construction to commence during June.
1643.930030 Waterfront Design Project	260,000	379,270	347,637	369,782	9,488	Project 99% complete.
1643.930027 Tims Thicket Septage Ponds Upgrade	368,451	0	3	0	0	Project on hold due to pending department approval. Funds in reserve until ready to commence.
1644.000000 Eastern Foreshore	55,129	50,305	51,917	49,105	1,200	Completed. Savings captured in COVID-19 Review.
1646.750496 Lakelands DOS Clubroom Facility	2,325,470	2,757,070	2,705,913	1,829,093	927,977	Construction 40% complete.
1646.000000 Lakelands DOS	2,682,890	2,149,839	2,149,836	416,419	1,733,420	Sports ground lighting tender out early May. Construction of cricket mat shed has commenced.
1647.920027 Eastern Foreshore South Precinct	2,255,420	2,255,420	2,067,322	14,784	2,240,636	Works due to commence in May, however may be delayed if materials cannot be supplied. Skate Park- Full detail design review completion proposed for mid-May. Playspace- Procurement process for play towers (including cubbies) complete. Contractor to be engaged.
1647.920028 Western Foreshore Recreation Precinct	4,029,683	4,029,683	3,693,612	89,911	3,939,772	
Grand Total	39,716,652	36,941,592	35,490,152	19,114,310	17,827,282	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

FINANCING ACTIVITIES
NOTE 7
BORROWINGS

Repayments - Borrowings

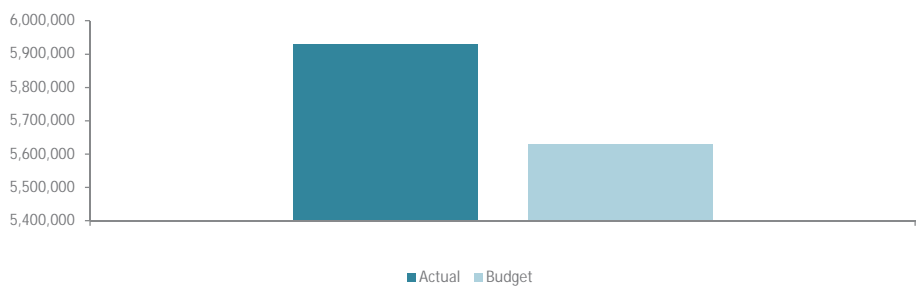
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Total	29,682,151	0	5,300,000	5,930,483	5,630,871	23,751,668	29,351,280	474,661	1,029,460
Current borrowings	5,630,871		5,300,000	5,930,483	5,630,871	-969,778	5,630,871	474,661	1,029,460
Non-current borrowings	24,051,280					24,721,446	23,720,409		
	29,682,151					23,751,668	29,351,280		

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.

2019/20 Principal Repayments



Principal Repayments

\$5,930,483

Interest Expense

\$474,661

Loans Due

\$23.75 M

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 8

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Financial Assistance Grant - General Purpose	845,000		845,000	1,827,540
Financial Assistance Grant - Local Roads	670,000		670,000	1,374,862
Law, order, public safety				
ADF Grant - Alcohol and Drug Foundation	40,000		40,000	28,040
Healthways Grant	0		0	9,750
Operating Grant SES	38,816		38,816	38,816
Operating Grant Southern Districts Fire Brigade	24,624		24,624	23,656
DFES Bushfire Mitigation Funding	0	292,850	292,850	146,425
Lifeguard Service Funding	100,000		100,000	95,667
Education and welfare				
Waterwise Verge Grant	10,000		10,000	10,000
NAIDOC	3,000		3,000	0
International Disability Day Grant	1,000		1,000	0
Lighthouse Project (Local Governments Professionals)	0		0	10,000
Mental Health Initiatives (WA Primary Health Alliance)	0	75,000	75,000	67,500
Digital Springboard Grant	0		0	2,941
BeConnected Grant - Mandurah Library	0		0	2,000
Get Online Week - Mandurah Library	0		0	1,500
BeConnected Grant - Falcon Library	0		0	2,000
Get Online Week - Falcon Library	0		0	1,500
BeConnected Grant - Lakelands Library	0		0	2,000
Get Online Week - Lakelands Library	0		0	1,500
Recreation and culture				
Stretch Festival Grant WA Health Promotion Grant	15,000		0	0
Wearable Art Grant WA Healthy Promotions	58,226		0	0
Gnoonie Youth Football Cup 2019	1,000		1,000	2,000
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,750		6,625	10,000
Lotterywest (Christmas Pageant)	10,000		5,797	10,000
Tourism WA (Crabfest Sponsorship)	139,992		139,992	115,000
Every Club Funding	20,000		20,000	20,000
Friday Night Skillz - DLGSCI	0		15,000	15,840
Community Mental Health & CO	0		0	1,500
	2,022,908	367,850	2,326,204	3,820,037
TOTALS	2,022,908	367,850	2,326,204	3,820,037

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 9

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Shark Mitigation Project	200,000	(200,000)	0	0
Recreation and culture				
Eastern Foreshore South Precinct	2,250,000	0	2,250,000	2,250,000
Western Foreshore Recreation Precinct	2,750,000	0	2,750,000	2,750,000
Tuart Av Community Kitchen Retrofit	99,000	(99,000)	0	0
Marina Floating Public Jetty	128,339	0	128,339	128,340
Parkridge Boat Ramp	56,000	(56,000)	0	0
Falcon Skate Park Upgrade	200,000	0	200,000	9,300
Lakelands DOS Clubroom Facility	150,000	0	150,000	100,000
Lakelands DOS Clubroom Facility	60,000	0	60,000	60,000
Lakelands DOS	975,000	0	975,000	650,000
Change Rooms Upgrade Program	0	50,000	50,000	50,000
Transport				
RC Dower Street	500,000	0	500,000	500,000
RC Peel Street	500,000	0	500,000	200,000
RC Pinjarra Road	500,000	0	500,000	500,000
RR Merrivale Street	360,000	0	360,000	360,000
RR Beacham Street	325,000	0	325,000	325,000
RR Thera Street	155,708	0	155,708	155,708
TM Wilderness Dr/Old Coast Rd	65,500	0	65,500	66,500
RS Esprit Parkway	125,000	0	125,000	125,000
RS Mississippi Drive	120,000	0	120,000	120,000
RS Watersun Drive	74,935	0	74,935	74,935
Dower Street	200,000	0	200,000	200,000
Lakes Rd	20,000	0	20,000	20,000
Other property and services				
Bush Fire Brigade	381,177	84,000	465,177	465,177
	10,195,659	(221,000)	9,974,659	9,109,960
Non-Operating Contributions				
Recreation and culture				
Port Bouvard Surf Life Saving Club	300,000	0	300,000	300,000
Fowler Reserve - Cricket Nets	1,000	0	1,000	500
Fowler Reserve - Cricket Nets	900	(510)	390	390
MARC Backboards	0	40,000	40,000	40,000
Mandurah Bridge Club	0	0	0	2,000
Mandurah Surf Life Saving Club				5,000
Port Bouvard Surf Life Saving Club				5,000
Transport				
PTA Bus Embayment - 27636	151,394	(10,217)	141,177	151,394
PTA Bus Embayment - 27635	109,370	(4,539)	104,831	109,370
Dudley Park PS Carpark	0	86,467	86,467	64,255
Mandurah Terrace Modifications	0	10,000	10,000	10,000
Other property and services				
Lakelands Community Infrastructure Contribution	0	1,065,909	1,065,909	1,065,909
Bush Fire Brigade	0	0	0	15,993
	562,664	1,187,110	1,749,774	1,769,811
Total Non-operating grants, subsidies and contributions	10,758,323	966,110	11,724,433	10,879,771

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				(350,000)
1632.750523.	Bush Fire Brigade	Adopted	Capital Expenses			(84,000)	(434,000)
315915.0070.	Fire prevention Capital Grant	Adopted	Capital Revenue		84,000		(350,000)
	Carryover Capital Expenditure Adjustment September Financial Report	Adopted	Capital Expenses		388,552		38,552
	Carryover Capital Grant Funding Adjustment September Financial Report	Adopted	Capital Revenue			(200,000)	(161,448)
	Carryover Capital Reserve Funding Adjustment September Financial Report	Adopted	Capital Revenue		441,767		280,319
	Carryover Capital Loan Funding Adjustment September Financial Report	Adopted	Capital Revenue			(685,695)	(405,376)
	Carryover CoM General Revenue Funding Adjustment September Financial Report	Adopted	Capital Revenue		55,376		(350,000)
1632.750612.	WMC Tipping Shed Security Doors	Adopted	Capital Expenses			(60,000)	(410,000)
1636.501019.	WMC Recovery Facility Hardstand: decreased	Adopted	Capital Expenses		60,000		(350,000)
318910.0050.	Bushfire Mitigation Operating Grant	Adopted	Operating Revenue		292,850		(57,150)
9655.163032.	Bushfire Mitigation Activity	Adopted	Operating Expenses			(292,850)	(350,000)
1636.500968.	RS Aberdeen Close	Adopted	Capital Expenses		24,178		(325,822)
1636.500969.	RS Aberdeen Cl/Balmoral Pde Intersection	Adopted	Capital Expenses			(10,122)	(335,944)
1636.500970.	RS Achilles Place	Adopted	Capital Expenses			(16,869)	(352,813)
1636.500971.	RS Aldgate St/Parkview St Intersection	Adopted	Capital Expenses		3,093		(349,720)
1636.500972.	RS Beam Road	Adopted	Capital Expenses			(11,246)	(360,966)
1636.500973.	RS Esprit Parkway	Adopted	Capital Expenses			(84,347)	(445,313)
1636.500976.	RS Frankland Place	Adopted	Capital Expenses		15,180		(430,133)
1636.500978.	RS Leighton Rd/Halls Head Pde	Adopted	Capital Expenses		51,171		(378,962)
1636.500979.	RS Lord Hobart Dve/Addingham Blvd	Adopted	Capital Expenses		50,608		(328,354)
1636.500980.	RS Mississippi Drive	Adopted	Capital Expenses			(22,492)	(350,846)
1636.500981.	RS Peel St/Ormsby Tce Roundabout	Adopted	Capital Expenses		44,986		(305,860)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020**

BUDGET AMENDMENTS APPROVED

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500982.	RS Peelwood Parade	Adopted	Capital Expenses		14,902		(290,958)
1636.500983.	RS Peelwood Pde/Mahogany Dr	Adopted	Capital Expenses		2,812		(288,146)
1636.500984.	RS Watersun Drive	Adopted	Capital Expenses			(22,493)	(310,639)
1636.500985.	RS Yalgor Heights	Adopted	Capital Expenses			(39,361)	(350,000)
1636.500987.	SP Albermarle Close	Adopted	Capital Expenses			(13,907)	(363,907)
1636.500988.	SP Blakeley Street	Adopted	Capital Expenses			(10,357)	(374,264)
1636.500989.	SP Boileau Place	Adopted	Capital Expenses		3,271		(370,993)
1636.500991.	SP Dichondra Pass	Adopted	Capital Expenses			(9,269)	(380,262)
1636.500993.	SP Gillark Street	Adopted	Capital Expenses		9,000		(371,262)
1636.500994.	SP Janice Avenue	Adopted	Capital Expenses			(10,903)	(382,165)
1636.500995.	SP Jubata Gardens	Adopted	Capital Expenses		21,807		(360,358)
1636.500996.	SP Lefroy Street	Adopted	Capital Expenses			(9,269)	(369,627)
1636.500997.	SP Mandurah Road, Erskine	Adopted	Capital Expenses		22,352		(347,275)
1636.500999.	SP Oakwood Gate	Adopted	Capital Expenses			(8,723)	(355,998)
1636.501000.	SP Old Coast Road, Halls Head	Adopted	Capital Expenses		10,904		(345,094)
1636.501005.	SP Sunview Rise PAW	Adopted	Capital Expenses			(2,726)	(347,820)
1636.501006.	SP Swinton Place	Adopted	Capital Expenses			(2,180)	(350,000)
	Loan repayments - refinance	R0002540689	Capital Expenses			(670,166)	(1,020,166)
	Interest repayments - refinance	R0002540689	Operating Revenue		18,904		(1,001,262)
	Loan refinance opening surplus	R0002540689	Opening Surplus(Deficit)		654,006		(347,256)
0555.101024.31012.55	Community Development Operating Grants		Operating Revenue		75,000		(272,256)
9555.101031.	Suicide Prevention Project		Operating Expenses			(75,000)	(347,256)
347810.9083.10	Contribution to MPAC		Operating Expenses			(80,000)	(427,256)
427810.9052.10	Financial Services subscriptions		Operating Expenses		20,000		(407,256)
428800.9000.05	Financial Accounting Salaries		Operating Expenses		60,000		(347,256)
347810.9083.10	Mandurah Performing Arts Centre RVIF works Stage 3		Operating Expenses			(250,000)	(597,256)
347970.0804.98	Transfer from Cultural Reserve		Capital Revenue		225,000		(372,256)
347970.0800.98	Transfer from Building Reserve		Capital Revenue		25,000		(347,256)
1632.750573.	MARC squash court roof drainage		Capital Expenses		15,268		(331,988)
1632.750416.	SL Peelwood Parade Reserve		Capital Expenses			(15,268)	(347,256)
1641.770011.	Replacement crane on T022 Patching Truck		Capital Expenses			(9,680)	(356,936)
1641.770011.	ERS Turbo Wash Parts Washer will not be replaced this financial year life of asset to be extended until 2021/22		Capital Expenses		20,858		(336,078)
455965.0756.97	Cityfleet Proceeds of Sale		Capital Revenue			(1,710)	(337,788)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1632.750532.	Civic Building – Tuckey Room		Capital Expenses			(120,000)	(457,788)
1635.700432.	Geogrup Boardwalk		Capital Expenses		60,000		(397,788)
1640.820173.	Council Chamber Furniture		Capital Expenses		20,000		(377,788)
1632.750501.	MARC Systems Integration		Capital Expenses		40,000		(337,788)
1632.750578.	CSRFF program		Capital Expenses		85,000		(252,788)
359915.0070.60	CSRFF Funding - Non Operating Grant		Capital Revenue		50,000		(202,788)
9645.140512.10058.10	Community facility Planning - Design		Operating Expenses		10,000		(192,788)
1632.750516.	Change Rooms Upgrade Program		Capital Expenses			(145,000)	(337,788)
456925.0100.	Non-Operating Revenue		Capital Revenue		1,065,909		728,121
	Lakelands Community Infrastructure reserve		Capital Revenue			(1,065,909)	(337,788)
	Georup Boardwalk unspent loans		Operating Revenue			(43,926)	(381,714)
	Transfer from Sustainability reserve		Operating Revenue			(58,044)	(439,758)
1636.501023.	Dudley Park Primary School		Capital Expenses			(86,467)	(526,225)
381925.0100.72	Dudley Park Primary School - contribution DOE		Capital Revenue		86,467		(439,758)
1632.750567.	South Mandurah FC Changerooms		Capital Expenses			(4,850)	(444,608)
1632.750578.	CSRFF		Capital Expenses		3,000		(441,608)
1632.750606.	South Mandurah Football Club Pavilion		Capital Expenses		1,850		(439,758)
435800.9001.05	Casual Labour - Records		Operating Expenses		10,000		(429,758)
435810.9917.10	Archive Operating - Records		Operating Expenses			(10,000)	(439,758)
435810.9917.10	Archive Operating - Records		Operating Expenses			(27,000)	(466,758)
305810.9051.10	Election expenses		Operating Expenses		27,000		(439,758)
355810.9058.10	Swim School - General Advertising		Operating Expenses		1,500		(438,258)
362810.9058.10	Health and Fitness – General Advertising		Operating Expenses		3,000		(435,258)
363810.9058.10	Café – General Advertising		Operating Expenses		500		(434,758)
467810.9058.10	OSHC – General Advertising		Operating Expenses		1,000		(433,758)
379810.9059.10	Festival & Events - other operating costs		Operating Expenses			(6,000)	(439,758)
1641.770011.	Generator MARC		Capital Expenses			(120,000)	(559,758)
9578.105000.10752.10	MARC Maintenance - Lease Costs		Operating Expenses		40,000		(519,758)
455965.0756.97	Proceeds from Disposal of assets		Capital Revenue		80,000		(439,758)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500979.	RS Lord Hobart Drive/ Addingham Blvd		Capital Expenses			(230,000)	(669,758)
1636.500956.	RR Beacham Street		Capital Expenses		90,000		(579,758)
1636.500959.	RR Fernwood Rd/ Old Coast Road		Capital Expenses		90,000		(489,758)
1636.500961.	RR Merrivale Street		Capital Expenses		50,000		(439,758)
	BUDGET REVIEW ADOPTION		Opening Surplus(Deficit)		957,839		518,081
	BUDGET REVIEW ADOPTION		Operating Revenue		435,840		953,921
	BUDGET REVIEW ADOPTION		Operating Expenses			(2,774,910)	(1,820,989)
	BUDGET REVIEW ADOPTION		Non Cash Item		3,644,577		1,823,588
	BUDGET REVIEW ADOPTION		Capital Expenses		1,722,259		3,545,847
	BUDGET REVIEW ADOPTION		Capital Revenue			(1,503,000)	2,042,847
	BUDGET REVIEW ADOPTION		Capital Expenses			(1,859,988)	182,859
1636.501024.	Mandurah Terrace Modifications		Capital Expenses			(19,000)	163,859
381925.0100.72	Capital Contribution - Mandurah Terrace business owners		Capital Revenue		10,000		173,859
9667.101902.10058.10	City Centre Activation - Linger Longer Day		Operating Expenses		9,000		182,859
1632.750501.	MARC Systems Integration		Capital Expenses		40,000		222,859
1641.770011.	Miscellaneous Equipment >\$1500 - Generator MARC		Capital Expenses			(40,000)	182,859
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses		117,140		299,999
9655.163032.14000.13	Emergency Management Bushfire Mitigation Project		Operating Expenses			(117,140)	182,859
318910.0050.55	Emergency Management Grants & Subs Op		Operating Revenue		30,000		212,859
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses			(30,000)	182,859
1639.910105.	Parkridge Boat Ramp		Capital Expenses		12,600		195,459
404915.0070.60	Waterways Grants & Subs Non-op Capital Revenue		Capital Revenue			(39,590)	155,869
1639.910097.	Breakwater Parade Fishing Platform		Capital Expenses		21,810		177,679
1639.910100.	Marina Commercial Jetty		Capital Expenses		5,180		182,859
1639.910100.	Marina Commercial Jetty		Capital Expenses		12,810		195,669
1639.910102.	South Harbour Upgrade		Capital Expenses			(12,810)	182,859
	Transfer from Sports Clubs Maintenance Levy Reserve		Other: Transfer Out of Reserve		850		183,709
	Facility Management : Mandurah Sportsman & Football Club.		Operating Expenses				182,859
9569.104535.10607.10	Furniture. Materials		Operating Expenses			(850)	182,859
1636.501016.	MOM Canal Light Poles		Capital Expenses		20,000		202,859
1632.750591.	Civic Chamber Meeting Rooms		Capital Expenses			(20,000)	182,859
1636.501000.	SP Old Coast Road, Hall Head		Capital Expenses		5,000		187,859
1636.500990.	SP Cox Bay		Capital Expenses			(5,000)	182,859
1646.700349.	Lakelands DOS Earthworks		Capital Expenses		431,600		614,459

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1646.750496.	Lakelands DOS Clubroom Facility		Capital Expenses			(431,600)	182,859
1632.750604.	Falcon Pavilion Roof		Capital Expenses		17,213		200,072
1635.700434.	Bethyl Corner Renewal		Capital Expenses			(17,213)	182,859
1636.500995.	SP Jubata Gardens		Capital Expenses		5,000		187,859
1636.500988.	SP Blakeley Street		Capital Expenses			(5,000)	182,859
1636.500978.	RS Leighton Rd/Halls Head Pde		Capital Expenses		5,000		187,859
1636.500971.	RS Aldgate St/Parkview St Intersection		Capital Expenses			(5,000)	182,859
1636.500960.	RR Gordon Road		Capital Expenses		60,000		242,859
1636.500962.	RR Thera Street		Capital Expenses			(60,000)	182,859
1636.501011.	SL Train Station Access Path		Capital Expenses		35,000		217,859
1636.501010.	SL Minor Improvements		Capital Expenses			(35,000)	182,859
455965.0756.97	Proceeds from Disposal of assets		Other: Proceeds From Sale of Assets		30,000		212,859
1641.770001.	Light Passenger Vehicles - Replacement		Capital Expenses			(17,070)	195,789
9667.101901.	City Centre - Winter Wonderland		Operating Expenses		73,000		268,789
9624.102245.	Economic Development Projects - New Projects		Operating Expenses		150,000		418,789
9564.102830.	Cultural Development - Wearable Art General		Operating Expenses		47,000		465,789
0562.102313.	Crabfest Revenue		Operating Revenue			(240,000)	225,789
9562.102313.	Crabfest Expenditure		Operating Expenses			(30,000)	195,789
301950.0711.90	Rate Penalty Interest		Operating Revenue			(60,000)	135,789
347945.0319.85	Facility Management Lease revenue		Operating Revenue			(100,000)	35,789
310810.9200.10	Strategy and Business Performance Corporate Projects		Operating Expenses		7,600		43,389
303810.9059.10	Elected Members Operating Costs		Operating Expenses			(25,000)	18,389
1636.500952	RC Mississippi Drive		Capital Expenses		15,000		33,389
1636.500964	TM Old Coast Rd / Rutland Drive Roundabout		Capital Expenses			(15,000)	18,389
	COVID BUDGET REVIEW ADOPTION		Operating Revenue			(3,370,422)	(3,352,033)
	COVID BUDGET REVIEW ADOPTION		Operating Expenses		3,354,616		2,583
	COVID BUDGET REVIEW ADOPTION		Non Cash Item			(872)	1,711
	COVID BUDGET REVIEW ADOPTION		Capital Expenses		1,000,023		1,001,734
	COVID BUDGET REVIEW ADOPTION		Capital Revenue			(166,410)	835,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Out of Reserve		45,000		880,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Into Reserve			(885,103)	(4,779)
1632.750501	MARC Systems Integration		Capital Expenses		15,000		10,221
1632.750575	Central Boardwalk		Capital Expenses			(15,000)	(4,779)
1635.700431	Electric BBQ Replacement Program		Capital Expenses		10,000		5,221
1632.750616	Park Rd SES Workshop Upgrade		Capital Expenses			(10,000)	(4,779)

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

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

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

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500996	SP Lefroy Street		Capital Expenses		8,000		3,221
1636.501006	SP Swinton Place		Capital Expenses			(8,000)	(4,779)
1637.600168	DR Sunview Rise		Capital Expenses		2,800		(1,979)
1637.600163	DR Mulberry Close		Capital Expenses			(2,800)	(4,779)
	Transfer from Sportsclub Maintenance Levy Reserve		Other: Transfer Out of Reserve		8,865		4,086
	Port Bouvard Surf Lifesaving Club Flooring Replacement		Capital Expenses			(8,865)	(4,779)
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses		30,000		25,221
318910.0050.55	Emergency Management Grants & Subs Operating		Operating Revenue			(30,000)	(4,779)
				0	16,921,693	(16,576,472)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 11
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						(4,779)
373810.9635.10	Libraries & Learning : Outreach Literacy		Operating Expenses			(40,000)	(44,779)
	Falcon Library Materials & Contracts		Operating Expenses		73,971		29,192
379945.0560.85	Festivals & Events Fees & Charges		Operating Revenue		11,250		40,442
379920.0560.65	Festivals & Events Contributions & Donations		Operating Revenue		13,000		53,442
	COVID BUDGET REVIEW ADOPTION - Amendment		Other: Transfer Out of Reserve		13,830		67,272
440899.9990.49	Project Management - Overhead Allocation		Operating Expenses			(13,216)	54,056
446899.9990.49	Asset Management - Overhead Allocation		Operating Expenses			(614)	53,442
	Capital Works 2019/20 Carryovers		Capital Expenses		11,064,322		11,117,764
	Capital Works 2019/20 Carryovers		Other: Proceeds from Debentures			(2,500,000)	8,617,764
	Capital Works 2019/20 Carryovers		Other: Unutilised Loans			(410,591)	8,207,173
	Capital Works 2019/20 Carryovers		Operating Expenses			(5,165)	8,202,008
	Capital Works 2019/20 Carryovers		Other: Transfer Into Reserve			(7,593,566)	608,442
	Capital Works 2019/20 Carryovers		Capital Revenue			(555,000)	53,442
1641.770011.	Minor Equipment		Capital Expenses		21,178		74,620
1641.770011.	Minor Equipment		Capital Expenses			(20,631)	53,989
1641.770005.	Trucks & Buses		Capital Expenses		151,500		205,489
1641.770007.	Trailers		Capital Expenses		19,673		225,162
1641.770009.	Parks & Mowers		Capital Expenses		72,731		297,893
455965.0756.97	Cityfleet Proceeds Sale of Assets		Other: Proceeds From Sale of Assets			(12,290)	285,603
	Transfer into Plant Reserve		Other: Transfer Into Reserve			(231,614)	53,989
9564.102700.14000.10	Cultural Development - Public Arts Projects		Operating Expenses		250,000		303,989
	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(250,000)	53,989
300960.0750.95	General Purpose Funding - Other Income		Operating Revenue		432,820		486,809
	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(432,820)	53,989
435800.9000.05	Information Management Emp Costs Ordinary Labour		Operating Expenses		22,590		76,579
435810.9118.10	Information Management Materials & Contracts		Operating Expenses			(22,590)	53,989
9638.101613.10057.10	Youth Development Recognition Grants/Sponsorship		Operating Expenses		1,500		55,489
0638.101613.32000..55	Youth Development Revenue		Operating Revenue			(1,500)	53,989
1636.500996	SP Lefroy Street		Capital Expenses		4,265		58,254
1636.501000	SP Old Coast Road		Capital Expenses			(4,265)	53,989
1635.700404	Halls Head Recycled Water		Capital Expenses		10,000		63,989
1635.700377	MARC Improvement to Car Park Area		Capital Expenses			(10,000)	53,989
1636.500952	RC Mississippi Drive		Capital Expenses		30,000		83,989
1636.501012	Depot Stockpile		Capital Expenses			(15,000)	68,989
1636.500955	RR Bailey Boulevard		Capital Expenses			(10,000)	58,989
1636.500965	TM Wilderness Drive/Old Coast Road		Capital Expenses			(5,000)	53,989
1635.700425	Quandong Reserve Renewal		Capital Expenses		27,000		80,989
1639.910095	Avalon Foreshore (Westview Parade)		Capital Expenses			(7,000)	73,989
1635.700407	Pinjarra Road East Stage 2		Capital Expenses			(20,000)	53,989
1636.500995	SP Jubata Gardens		Capital Expenses		8,600		62,589
1636.500967	CP Pinjarra Road/Sutton Street		Capital Expenses			(8,600)	53,989
447800.9001.05	Landscaping Services Emp Costs Casual Labour		Operating Expenses		17,696		71,685
447810.9051.10	Landscaping Services Materials & Contracts - Consultants		Operating Expenses			(17,696)	53,989
9655.163032.14000.13	Emergency Management Bushfire Mitigation Project		Operating Expenses		167,850		221,839
318910.0050.55	Emergency Management Grants & Subs Op.		Operating Revenue			(167,850)	53,989
				0	12,413,776	(12,355,008)	

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 MAY 2020

NOTE 12
EXPLANATION OF MATERIAL VARIANCES

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

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

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
Operating grants, subsidies and contributions	1,522,682	65.83%	▲ Permanent	Financial Assistance Grants received in advance for 2020/21 FY.
Profit on disposal of assets	23,638	100.00%	▲ Permanent	Unbudgeted non-cash variance from disposal of assets.
Expenditure from operating activities				
Materials and contracts	4,235,597	10.32%	▲ Timing	It is expected that majority of expenditure will be realised by 30 June.
Interest expenses	487,415	50.66%	▲ Permanent	The loan offset facility allowed for any additional funds throughout the year to offset the loans. This has allowed for less interest and more principal being repaid as the monthly loan repayment remains the same each month.
Insurance expenses	182,844	19.69%	▲ Permanent	Budgeted insurance expense greater than actual premium paid for the year.
Other expenditure	(26,663)	(15.46%)	▼ Timing	Budget fully spent prior to year end.
Loss on disposal of assets	(245,982)	100.00%	▼ Permanent	Unbudgeted non-cash variance from disposal of assets.
Investing Activities				
Capital Acquisitions	16,380,275	46.15%	▲ Timing	Refer to note 4. Estimated remaining funds for expected carryover projects to be transferred into reserve to fund remaining works in 2020/21.
Financing Activities				
Unspent Loans	1,751,101	100.00%	▼ Timing	Refer to note 6.
Prepaid Rates	(2,455,879)	100.00%	▼ Permanent	Prepaid rates for current year not budgeted for.
Repayment of debentures	(768,851)	(14.90%)	▼ Permanent	The loan offset facility allowed for any additional funds throughout the year to offset the loans. This has allowed for less interest and more principal being repaid as the monthly loan repayment remains the same each month.

Asset type	Description	Actuals 01/05/2020	Current Budget	% Completed Inc. CMT	Proposed Capital Expenditure Budget 2019/20	Proposed Carryover Expenditure to 2020/21	Funding Current Budget		Proposed Funding 2019/20		COM Funding Variance for Proposed Carryovers
							External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	
Buildings	Tuart Av Community Kitchen Retrofit	17,058	30,000	57%	18,058	11,942	-	30,000	-	18,058	11,942
Buildings	MARC LED & Lighting Control	2,851	52,851	79%	8,671	44,180	-	52,851	-	8,671	44,180
Buildings	Civic Chamber Meeting Rooms	11,960	104,563	81%	40,160	64,403	-	104,563	-	40,160	64,403
Buildings	Southern Ops Transportable Meeting Room	168	84,563	0%	168	84,395	-	84,563	-	168	84,395
Buildings	Site Main Switchboards	-	95,133	0%	6,000	89,133	-	95,133	-	6,000	89,133
Buildings	MARC/Waste Transfer Station - Solar Plan Phase 5	1,586	311,000	96%	1,586	309,414	-	311,000	-	1,586	309,414
Buildings	Change Rooms Upgrade Program	6,513	220,000	3%	6,513	213,487	50,000	170,000	6,513	-	170,000
Buildings	Civic Building - Tuckey Room	144,796	294,936	99%	173,759	121,177	-	294,936	-	173,759	121,177
Total Buildings		184,931	1,193,046		254,915	938,131	50,000	1,143,046	6,513	248,402	894,644
Bridges	Mandurah Traffic Bridge Feature Lighting	10,072	10,072	100%	10,072	-	-	10,072	-	10,072	-
Bridges	Old Mandurah Bridge	100,000	500,000	100%	100,000	400,000	-	500,000	-	100,000	400,000
Bridges	New Bridge boardwalk extension stairway	244,774	243,234	100%	243,234	-	-	243,234	-	243,234	-
Total Bridges		354,846	753,306		353,306	400,000	-	753,306	-	353,306	400,000
Parks	Falcon Reserve Activation Plan	41,604	250,639	17%	41,604	209,035	-	250,639	-	41,604	209,035
Parks	Falcon Skate Park Upgrade	51,835	400,000	91%	240,000	160,000	200,000	200,000	120,000	120,000	80,000
Parks	Grahame Heal Reserve	14,161	96,839	31%	29,663	67,176	-	96,839	-	29,663	67,176
Parks	Pebble Beach Boulevard Res 46649	25,337	182,282	20%	25,337	156,945	-	182,282	-	25,337	156,945
Parks	Louis Dawe Park Renewal	22,144	68,356	96%	22,144	46,212	-	68,356	-	22,144	46,212
Parks	MARC improvement to car park area	3,750	14,570	100%	4,570	10,000	-	14,570	-	4,570	10,000
Total Parks		158,830	1,012,686		363,318	649,368	200,000	812,686	120,000	243,318	569,368
Roads	Smart Street Mall Upgrade	69,736	1,503,613	6%	503,613	1,000,000	-	1,503,613	-	503,613	1,000,000
Roads	RC Peel Street	56,795	817,747	19%	567,747	250,000	500,000	317,747	400,000	167,747	150,000
Roads	RR Thera Street	102,050	397,385	51%	317,385	80,000	-	397,385	-	317,385	80,000
Roads	TM Discretionary Traffic Mgmt	62,404	109,033	58%	62,404	46,629	-	109,033	-	62,404	46,629
Roads	WMC Recovery Facility Hardstand	-	190,602	0%	-	190,602	-	190,602	-	-	190,602
Roads	Coodanup Drive	94,360	206,290	80%	94,360	111,930	-	206,290	-	94,360	111,930
Total Roads		385,346	3,224,670		1,545,509	1,679,161	500,000	2,724,670	400,000	1,145,509	1,579,161
Drainage	DR Orion Rd Park Stage 2	75,022	112,462	80%	91,744	20,718	-	112,462	-	91,744	20,718
Total Drainage		75,022	112,462		91,744	20,718	-	112,462	-	91,744	20,718
Coastal & Estuary	Avalon Foreshore (Westview Parade)	10,941	70,963	98%	43,963	27,000	-	70,963	-	43,963	27,000
Total Coastal & Estuary		10,941	70,963		43,963	27,000	-	70,963	-	43,963	27,000
Other	MPAC Orchestra Lift	-	120,000	0%	-	120,000	-	120,000	-	-	120,000
Total Furniture & Equipment		-	120,000		-	120,000	-	120,000	-	-	120,000
Plant & Machinery	Light Passenger Vehicles - Replacement	238,722	338,580	82%	299,113	39,467	-	338,580	-	299,113	39,467
Plant & Machinery	Parks & Mowers	132,265	363,150	46%	312,576	50,574	-	363,150	-	312,576	50,574
Plant & Machinery	Miscellaneous Equipment >\$1500	114,361	444,348	56%	334,548	109,800	-	444,348	-	334,548	109,800

Council Meeting 23 June 2020

Attachments to Minutes

Asset type	Description	Actuals 01/05/2020	Current Budget	% Completed Inc. CMT	Proposed Capital Expenditure Budget 2019/20	Proposed Carryover Expenditure to 2020/21	Funding Current Budget		Proposed Funding 2019/20		COM Funding Variance for Proposed Carryovers
							External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	External Grants & Contributions	COM Funding (incl Sales, Loans & Reserves)	
Total Plant & Machinery		485,349	1,146,078		946,237	199,841	-	1,146,078	-	946,237	199,841
Other	Road Sweeper Spoil	1,647	65,000	12%	20,000	45,000	-	65,000	-	20,000	45,000
Total Other		1,647	65,000		20,000	45,000	-	65,000	-	20,000	45,000
Buildings	Lakelands DOS Clubroom Facility	1,829,093	2,757,070	96%	2,757,070	-	210,000	2,547,070	210,000	2,547,070	-
Parks	Lakelands DOS	101,057	256,984	39%	101,057	155,927	975,000	(718,016)	-	101,057	(819,073)
Parks	Lakelands DOS	66,995	82,113	86%	70,589	11,524	-	82,113	-	70,589	11,524
Parks	Lakelands DOS	5,369	89,783	37%	33,015	56,768	-	89,783	-	33,015	56,768
Parks	Lakelands DOS	20,490	89,828	23%	20,490	69,338	-	89,828	-	20,490	69,338
Parks	Lakelands DOS	15,928	1,141,106	2%	160,000	981,106	-	1,141,106	-	160,000	981,106
Parks	Lakelands DOS	206,579	178,084	138%	252,747	(74,663)	-	178,084	-	252,747	(74,663)
Parks	Lakelands DOS	-	311,941	1%	311,941	-	-	311,941	-	311,941	-
Total Lakelands DOS		2,245,512	4,906,909		3,706,909	1,200,000	1,185,000	3,721,909	210,000	3,496,909	225,000
Other	Eastern Foreshore South Precinct	14,784	2,255,420	2%	100,000	2,155,420	2,250,000	5,420	94,580	5,420	-
Other	Western Foreshore Recreation Precinct	89,911	4,029,683	57%	400,000	3,629,683	2,750,000	1,279,683	390,317	9,683	1,270,000
Total Waterfront Redevelopment		104,695	6,285,103		500,000	5,785,103	5,000,000	1,285,103	484,897	15,103	1,270,000
GRAND TOTAL		4,007,119	18,890,223		7,825,901	11,064,322	6,935,000	11,955,223	1,221,410	6,604,491	5,350,732

Cityfleet Cancelled Asset Purchases 2019/20				
Description:	Fleet #:	2019/20 Budget \$	2019/20 Proceeds \$	Reason for cancellation:
Trucks & Buses				
TOYOTA HIACE BUS	T04717	56,500	-	Purchase of a new leased vehicle T04717 (Recreation Services Co-ordinator) is not required as current service is provided by a leased bus. This bus is only being used for less than 5k per annum and the need for the service is being reviewed.
Truck Hino 300 single cab	New	95,000	-	Purchase of a new vehicle is not required as a review has lead to shared use of an existing vehicle between Cityparks and Cityworks.
Trailers				
0.9T 2.1x1.2M BOX WITH RAMP	P044	5,974	530	Replacement of trailer P044 is not required. Previously the city owned and maintained this trailer that was used by Halls Head Community College for their Coastcare program. Instead of replacing this trailer it has been donated to Coastcare.
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	P143	7,699	700	Replacement of trailer P143 is not required as its purpose to carry the footpath sweepers is no longer needed.
Single axle box trailer (enclosed) for After Hours Call Out	New	6,000	-	Replacement of the trailer is not required for after hours call out by Cityparks.
Parks & Mowers				
HOWARD HD150CR MOWER ROTASLASHER	N023	9,435	1,160	Replacement of the mower has been deferred as an existing mower is in reasonable operating condition and working efficiently.
NEW HOLLAND BOOMER 3050 TRACTOR	P602	44,203	9,000	Replacement of the tractor has been deferred as the existing tractor is in reasonable operating condition and working efficiently.
ATV - MULE	New	14,000	-	Purchase of a new ATV is not required as a review has lead to shared used of an existing vehicle between Traffic Management and Cityparks.
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	M100	5,093	900	Replacement mower is not required due to lack of use by Parks Assets Team.
Totals		243,904	12,290	

Statutory Budget

2020-2021



CITY OF MANDURAH
BUDGET
FOR THE YEAR ENDED 30 JUNE 2021
LOCAL GOVERNMENT ACT 1995

TABLE OF CONTENTS

Statement of Comprehensive Income by Nature or Type	2
Basis of Preparation	3
Statement of Comprehensive Income by Program	4
Statement of Cash Flows	6
Rate Setting Statement	7
Index of Notes to the Budget	8
Supplementary Budget Information - Capital Works Program	36

CITY'S VISION

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

CITY OF MANDURAH
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
		\$	\$	\$
Revenue				
Rates	1(a)	80,192,181	80,502,603	81,015,588
Operating grants, subsidies and contributions	10(a)	3,472,058	6,556,346	3,605,314
Fees and charges	9	25,208,275	23,654,416	26,746,571
Interest earnings	12(a)	1,460,000	1,361,552	2,245,000
Other revenue	12(b)	235,500	263,800	141,500
		110,568,014	112,338,717	113,753,973
Expenses				
Employee costs		(48,372,090)	(46,391,061)	(47,241,000)
Materials and contracts		(43,794,015)	(45,162,175)	(46,501,114)
Utility charges		(4,120,720)	(4,218,509)	(3,888,000)
Depreciation on non-current assets	5	(36,250,152)	(33,753,561)	(30,062,886)
Interest expenses	12(d)	(1,234,093)	(644,457)	(1,049,632)
Insurance expenses		(870,573)	(1,013,504)	(1,013,000)
Other expenditure		(202,500)	(200,000)	(200,000)
		(134,844,143)	(131,383,267)	(129,955,632)
Subtotal		(24,276,129)	(19,044,550)	(16,201,659)
Non-operating grants, subsidies and contributions	10(b)	16,537,764	5,621,681	10,757,000
Profit on asset disposals	4(b)	18,399	20,600	3,000
Loss on asset disposals	4(b)	(353,191)	(205,620)	(330,000)
		16,202,972	5,436,661	10,430,000
Net result		(8,073,157)	(13,607,889)	(5,771,659)
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		(8,073,157)	(13,607,889)	(5,771,659)

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

BASIS OF PREPARATION

The budget has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations. The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this budget. This is not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

Accounting policies which have been adopted in the preparation of this budget have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the budget has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the City of Mandurah controls resources to carry on its functions have been included in the financial statements forming part of this budget.

In the process of reporting on the local government as a single unit, all transactions and balances between those Funds (for example, loans and transfers between Funds) have been eliminated.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to the budget.

2019/20 ACTUAL BALANCES

Balances shown in this budget as 2019/20 Actual are estimates as forecast at the time of budget preparation and are subject to final adjustments.

CHANGE IN ACCOUNTING POLICIES

On the 1 July 2020 the following new accounting policies are to be adopted and may impact the preparation of the budget:

- AASB 1059 Service Concession Arrangements: Grantors
- AASB 2018-7 Amendments to Australian Accounting Standards - Materiality

AASB 1059 is not expected to impact the annual budget. Specific impacts of AASB 2018-7 have not been identified.

KEY TERMS AND DEFINITIONS - NATURE OR TYPE**REVENUES****RATES**

All rates levied under the *Local Government Act 1995*. Includes general, differential, specified area rates, minimum rates, interim rates, back rates, ex-gratia rates, less discounts and concessions offered. Exclude administration fees, interest on instalments, interest on arrears, service charges and sewerage rates.

SERVICE CHARGES

Service charges imposed under Division 6 of Part 6 of the *Local Government Act 1995*. Regulation 54 of the *Local Government (Financial Management) Regulations 1996* identifies these as television and radio broadcasting, underground electricity and neighbourhood surveillance services.

Excludes rubbish removal charges. Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

PROFIT ON ASSET DISPOSAL

Profit on the disposal of assets including gains on the disposal of long term investments. Losses are disclosed under the expenditure classification.

REVENUES (CONTINUED)**OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS**

Refer to all amounts received as grants, subsidies and contributions that are not non-operating grants.

NON-OPERATING GRANTS, SUBSIDIES AND CONTRIBUTIONS

Amounts received specifically for the acquisition, construction of new or the upgrading of non-current assets paid to a local government, irrespective of whether these amounts are received as capital grants, subsidies, contributions or donations.

FEES AND CHARGES

Revenue (other than service charges) from the use of facilities and charges made for local government services, sewerage rates, rentals, hire charges, fee for service, photocopying charges, licences, sale of goods or information, fines, penalties and administration fees, rubbish collection fees, rental of property, fines and penalties, other fees and charges.

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, and rebates. Reimbursements and recoveries should be separated by note to ensure the correct calculation of ratios.

EXPENSES**EMPLOYEE COSTS**

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Loss on the disposal of fixed assets includes loss on disposal of long term investments.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation and amortisation expense raised on all classes of assets.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, provision for bad debts, member's fees or State taxes. Donations and subsidies made to community groups.

CITY OF MANDURAH
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2021

	NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
Revenue	1,9,10(a),12(a),12(b)	\$	\$	\$
Governance		2,025	5,856	2,000
General purpose funding		83,512,729	85,496,646	85,175,658
Law, order, public safety		715,108	984,998	788,940
Health		319,825	355,000	324,000
Education and welfare		401,539	462,076	476,300
Community amenities		14,585,706	14,460,827	14,519,313
Recreation and culture		6,759,271	6,104,625	7,461,792
Transport		2,404,433	2,677,145	2,888,350
Economic services		1,550,850	1,456,996	1,779,000
Other property and services		316,528	334,548	338,620
		110,568,014	112,338,717	113,753,973
Expenses excluding finance costs	4(a),5,12(c),(e),(f)			
Governance		(6,772,482)	(6,984,786)	(6,418,000)
General purpose funding		(2,116,552)	(2,007,615)	(2,208,000)
Law, order, public safety		(4,057,736)	(4,345,379)	(4,247,000)
Health		(2,092,098)	(2,037,397)	(2,137,000)
Education and welfare		(4,718,248)	(4,400,441)	(4,775,000)
Community amenities		(18,838,819)	(18,770,625)	(18,692,000)
Recreation and culture		(46,856,030)	(45,501,123)	(52,940,000)
Transport		(30,088,759)	(29,024,545)	(19,805,000)
Economic services		(7,245,243)	(5,978,592)	(7,074,000)
Other property and services		(10,824,083)	(11,688,307)	(10,610,000)
		(133,610,050)	(130,738,810)	(128,906,000)
Finance costs	7,6(a),12(d)			
General purpose funding		(35,000)	0	0
Law, order, public safety		0	0	(257)
Community amenities		(11,585)	(12,411)	(22,724)
Recreation and culture		(708,020)	(288,047)	(556,166)
Transport		(387,656)	(192,862)	(375,437)
Other property and services		(91,832)	(151,137)	(95,048)
		(1,234,093)	(644,457)	(1,049,632)
Subtotal		(24,276,129)	(19,044,550)	(16,201,659)
Non-operating grants, subsidies and contributions	10(b)	16,537,764	5,621,681	10,757,000
Profit on disposal of assets	4(b)	18,399	20,600	3,000
(Loss) on disposal of assets	4(b)	(353,191)	(205,620)	(330,000)
		16,202,972	5,436,661	10,430,000
Net result		(8,073,157)	(13,607,889)	(5,771,659)
Other comprehensive income				
Changes on revaluation of non-current assets		0	0	0
Total other comprehensive income		0	0	0
Total comprehensive income		(8,073,157)	(13,607,889)	(5,771,659)

KEY TERMS AND DEFINITIONS - REPORTING PROGRAMS

In order to discharge its responsibilities to the community, Council has developed a set of operational and financial objectives. These objectives have been established both on an overall basis, reflected by the City's Community Vision, and for each of its broad activities/programs.

OBJECTIVE**ACTIVITIES****GOVERNANCE**

To provide a decision making process for the efficient allocation of scarce resources.

Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting elected members and ratepayers on matters which do not concern specific local government services.

GENERAL PURPOSE FUNDING

To collect revenue to allow for the provision of services.

Rates, general purpose government grants and interest revenue.

LAW, ORDER, PUBLIC SAFETY

To provide services to help ensure a safer and environmentally conscious community.

Supervision of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.

HEALTH

To provide an operational framework for environmental and community health.

Supervision of local laws, food control, mosquito and disease control.

EDUCATION AND WELFARE

To provide services to disadvantaged persons, the elderly, children and youth.

Operation of senior citizen's centre, youth centre and assistance to various community and voluntary services associated with families, children, aged and disabled.

COMMUNITY AMENITIES

To provide services required by the community.

Rubbish collection services, recycling services, operation of transfer station, cemetery services, administration of town planning scheme and protection of the environment.

RECREATION AND CULTURE

To establish and effectively manage infrastructure and resources which will help the social well being of the community.

Maintenance of halls, parks, playgrounds, sports grounds, recreation centres, various reserves and beaches; operation of libraries and other arts and cultural facilities.

TRANSPORT

To provide safe, effective and efficient transport services to the community.

Construction and maintenance of roads, drainage, works, footpaths, parking facilities and traffic signs. Maintenance of bus shelters and cleaning of streets.

ECONOMIC SERVICES

To help promote the local government and its economic wellbeing.

Marketing & promotion of tourism, visitor centres, economic development, implementation of building and development controls.

OTHER PROPERTY AND SERVICES

To monitor and control operating accounts.

Private works, administration and public works overheads, works depots and council plant operations.

CITY OF MANDURAH
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2021

NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates	80,692,181	82,942,091	81,015,588
Operating grants, subsidies and contributions	3,963,832	6,958,818	3,605,314
Fees and charges	25,208,275	22,211,166	26,746,571
Interest earnings	1,460,000	1,361,552	2,245,000
Goods and services tax	300,000	375,204	5,912,130
Other revenue	235,500	263,800	141,500
	111,859,788	114,112,631	119,666,103
Payments			
Employee costs	(48,372,090)	(46,697,686)	(47,241,000)
Materials and contracts	(43,544,015)	(48,918,006)	(46,501,114)
Utility charges	(4,120,720)	(4,218,509)	(3,888,000)
Interest expenses	(1,234,093)	(644,457)	(1,049,632)
Insurance expenses	(870,573)	(1,013,504)	(1,013,000)
Goods and services tax	0	0	(6,000,000)
Other expenditure	(202,500)	(200,000)	(200,000)
	(98,343,991)	(101,692,162)	(105,892,746)
Net cash provided by (used in) operating activities	3	13,515,797	12,420,469
		13,773,357	
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for purchase of property, plant & equipment	4(a)	(7,440,965)	(8,319,375)
Payments for construction of infrastructure	4(a)	(35,625,244)	(17,309,625)
Non-operating grants, subsidies and contributions		11,279,174	10,880,271
Proceeds from sale of plant and equipment	4(b)	1,020,562	916,686
Proceeds on other loans and receivables [describe]		100,000	94,052
Net cash provided by (used in) investing activities		(30,666,472)	(13,737,991)
		(27,080,652)	
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings	6(a)	(25,410,640)	(6,364,619)
Principal elements of lease payments	7	(807,905)	(1,295,492)
Proceeds from new borrowings	6(b)	27,500,000	2,750,000
Net cash provided by (used in) financing activities		1,281,455	(4,910,111)
		989,295	
Net increase (decrease) in cash held		(15,869,220)	(6,227,633)
Cash at beginning of year		39,312,663	45,540,296
Cash and cash equivalents at the end of the year	3	23,443,443	39,312,663
		31,404,000	

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

CITY OF MANDURAH
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2021

NOTE	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
OPERATING ACTIVITIES			
Net current assets at start of financial year - surplus/(deficit)	2,197,003	7,744,000	2,927,000
Revenue from operating activities (excluding rates)	2,197,003	7,744,000	2,927,000
Specified area rates	1(d) 430,364	545,311	532,930
Operating grants, subsidies and contributions	10(a) 3,472,058	6,556,346	3,605,314
Fees and charges	9 25,208,275	23,654,416	26,746,571
Interest earnings	12(a) 1,460,000	1,361,552	2,245,000
Other revenue	12(b) 235,500	263,800	141,500
Profit on asset disposals	4(b) 18,399	20,600	3,000
	30,824,596	32,402,025	33,274,315
Expenditure from operating activities			
Employee costs	(48,372,090)	(46,391,061)	(47,241,000)
Materials and contracts	(43,794,015)	(45,162,175)	(46,501,114)
Utility charges	(4,120,720)	(4,218,509)	(3,888,000)
Depreciation on non-current assets	5 (36,250,152)	(33,753,561)	(30,062,886)
Interest expenses	12(d) (1,234,093)	(644,457)	(1,049,632)
Insurance expenses	(870,573)	(1,013,504)	(1,013,000)
Other expenditure	(202,500)	(200,000)	(200,000)
Loss on asset disposals	4(b) (353,191)	(205,620)	(330,000)
	(135,197,334)	(131,588,887)	(130,285,632)
Operating activities excluded from budgeted deficiency			
Non-cash amounts excluded from operating activities	2 (a)(i) 31,309,678	39,213,847	30,389,886
Amount attributable to operating activities	(70,866,057)	(52,229,015)	(63,694,431)
INVESTING ACTIVITIES			
Non-operating grants, subsidies and contributions	10(b) 16,537,764	5,621,681	10,757,000
Purchase property, plant and equipment	4(a) (7,440,965)	(8,319,375)	(10,364,655)
Purchase and construction of infrastructure	4(a) (35,625,244)	(17,309,625)	(29,351,997)
Proceeds from disposal of assets	4(b) 1,020,562	916,686	1,609,000
Proceeds from community loans	100,000	94,052	100,000
Amount attributable to investing activities	(25,407,882)	(18,996,581)	(27,250,652)
FINANCING ACTIVITIES			
Repayment of borrowings	6(a) (25,410,640)	(6,364,619)	(4,960,705)
Principal elements of finance lease payments	6 (807,905)	(1,295,492)	0
Proceeds from new borrowings	6(b) 27,500,000	2,750,000	5,950,000
Loans Utilised	431,591	1,340,510	2,144,397
Transfers to cash backed reserves (restricted assets)	8(a) (3,832,612)	(11,604,587)	(1,623,264)
Transfers from cash backed reserves (restricted assets)	8(a) 18,272,970	8,639,495	8,607,722
Amount attributable to financing activities	16,153,404	(6,534,693)	10,118,150
Budgeted deficiency before general rates	(80,120,535)	(77,760,289)	(80,826,933)
Estimated amount to be raised from general rates	1(a) 79,761,817	79,957,292	80,482,658
Net current assets at end of financial year - surplus/(deficit)	2 (a)(iii) (358,718)	2,197,003	(344,275)

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

Note 1	Rates	9
Note 2	Net Current Assets	16
Note 3	Reconciliation of Cash	19
Note 4(a)	Asset Acquisitions	21
Note 4(b)	Asset Disposals	22
Note 5	Asset Depreciation	23
Note 6	Borrowings	24
Note 7	Leases	27
Note 8	Reserves	28
Note 9	Fees and Charges	30
Note 10	Grant Revenue	30
Note 11	Revenue Recognition	31
Note 12	Other Information	32
Note 13	Trust	33
Note 14	Significant Accounting Policies - Other Information	34
Note 15	Budget Ratios	35

1. RATES AND SERVICE CHARGES

(a) Rating Information

RATE TYPE	Rate in	Number of properties	Rateable value	2020/21 Budgeted rate revenue	2020/21 Budgeted interim rates	2020/21 Budgeted back rates	2020/21 Budgeted total revenue	2019/20 Actual total revenue	2019/20 Budget total revenue
	\$		\$	\$	\$	\$	\$	\$	\$
Differential general rate or general rate									
Gross rental valuations									
Residential Improved	0.09594	33,005	522,541,826	50,132,663	500,000	0	50,632,663	49,969,893	50,203,125
Residential Vacant	0.16300	1,846	22,472,800	3,663,066	0	0	3,663,066	3,716,198	3,867,713
Business Improved	0.09293	987	145,374,998	13,509,699	0	0	13,509,699	14,245,039	14,278,447
Business Vacant	0.16560	118	3,459,694	572,925	0	0	572,925	573,926	632,590
Urban Development	0.13059	13	3,767,300	491,972	0	0	491,972	491,295	487,663
Sub-Totals		35,969	697,616,618	68,370,325	500,000	0	68,870,325	68,996,351	69,469,538
Minimum									
Minimum payment									
Gross rental valuations									
Residential Improved	1,108	8,373	83,540,166	9,277,284	0	0	9,277,284	9,289,472	9,245,152
Residential Vacant	917	1,388	5,834,502	1,272,796	0	0	1,272,796	1,322,051	1,415,848
Business Improved	1,108	378	2,179,226	418,824	0	0	418,824	412,176	411,068
Business Vacant	1,108	11	53,950	12,188	0	0	12,188	14,138	21,052
Urban Development	1,108	0	0	0	0	0	0	0	0
Sub-Totals		10,150	91,607,844	10,981,092	0	0	10,981,092	11,037,837	11,093,120
		46,119	789,224,462	79,351,417	500,000	0	79,851,417	80,034,188	80,562,658
Discounts (Refer note 1(f))							(9,600)	0	0
Concessions (Refer note 1(g))							(80,000)	(76,896)	(80,000)
Total amount raised from general rates							79,761,817	79,957,292	80,482,658
Specified area rates (Refer note 1(d))							430,364	545,311	532,930
Total rates							80,192,181	80,502,603	81,015,588

All land (other than exempt land) in the City of Mandurah is rated according to its Gross Rental Value (GRV).

The general rates detailed for the 2020/21 financial year have been determined by Council on the basis of raising the revenue required to meet the deficiency between the total estimated expenditure proposed in the budget and the estimated revenue to be received from all sources other than rates and also considering the extent of any increase in rating over the level adopted in the previous year.

The minimum rates have been determined by Council on the basis that all ratepayers must make a reasonable contribution to the cost of local government services/facilities.

1. RATES AND SERVICE CHARGES (CONTINUED)

(b) Interest Charges and Instalments - Rates and Service Charges

The following instalment options are available to ratepayers for the payment of rates and service charges

Instalment options	Date due	Instalment plan admin charge	Instalment plan interest rate	Unpaid rates interest rates
		\$	%	%
Option one				
Full Payment	11th November 2020	0	0.0%	7.0%
Option two				
Instalment 1	11th November 2020	0	5.5%	7.0%
Instalment 2	15th March 2021	3	5.5%	7.0%
Option three				
Instalment 1	11th November 2020	0	5.5%	7.0%
Instalment 2	13th January 2021	3	5.5%	7.0%
Instalment 3	15th March 2021	3	5.5%	7.0%
Instalment 4	17th May 2021	3	5.5%	7.0%

	2020/21 Budget revenue	2019/20 Actual revenue	2019/20 Budget revenue
	\$	\$	\$
Instalment plan admin charge revenue	110,363	116,538	109,000
Instalment plan interest earned	360,000	365,412	360,000
Unpaid rates and service charge interest earned	140,000	306,094	280,000
	610,363	788,044	749,000

1. RATES AND SERVICE CHARGES (CONTINUED)

(c) Objectives and Reasons for Differential Rating

To provide equity in the rating of properties across the City the following rate categories have been determined for the implementation of differential rating.

Differential general rate

Description	Characteristics	Objects	Reasons
Residential improved	Properties within the City boundaries with a predominant residential use with a dwelling located on the land.	This proposed rate in the dollar is regarded as the base rate as it represents the greatest number of properties in the City.	This rate aims to ensure that the proportion of rates raised from this category is between 70% and 75% of total rates.
Residential vacant	Vacant land located within the City boundaries excepting land with a commercial/industrial land use.	This proposed rate in the dollar is set at a higher level as the City wishes to promote the development of all properties to their full potential, and to ensure that the proportion of total rate revenue derived from vacant land remains consistent with previous years.	This rate in the dollar will act to stimulate economic growth and
Business improved	Properties within the City boundaries with a predominant commercial/industrial use with a dwelling located on the land.	This rate is set at a higher level to recognise that certain expenditures in the budget are specifically directed towards the economic development of the City and the additional costs associated with the service provision related to business activities. As a result of COVID-19, the City has recognised that businesses have been significantly impacted by the pandemic and for the 2020/21 financial year, Council are proposing to impose a lower rate in the dollar than the residential improved rate category.	This rate will ensure that the City meets the higher level of service costs associated with business properties and the area within which they are situated, including: (a) higher provision and maintenance of road infrastructure and streetscapes including road renewals and upgrades, car parking, footpaths and traffic issues; and (b) activation, facilitation and amenity improvements to promote the economic and social attractiveness to businesses areas.
Business vacant	Vacant land located within the City boundaries with a commercial/industrial land use.	This rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.	This rate in the dollar will act to stimulate economic growth and development in the community.

Council Meeting 23 June 2020

CITY OF MANDURAH

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

Attachments to Minutes

Urban development Super-lots larger than 10 hectares in size

This proposed rate in the dollar relates to land held for future development.

As with other vacant land rates, this rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.

1. RATES AND SERVICE CHARGES (CONTINUED)

(d) Specified Area Rate

	Basis of valuation	Rate in	Rateable value	2020/21 Budget specified area rate revenue	2020/21 Interim specified area rate revenue	2020/21 Back specified area rate revenue	2020/21 Total budget specified area rate revenue	2019/20 Actual revenue	2019/20 Budget revenue
Specified area rate		\$	\$	\$	\$	\$	\$	\$	\$
Waterside Canals	Residential improved	0.00000	5,322,600	0	0	0	0	0	0
Mandurah Ocean Marina	Residential improved	0.01430	21,065,228	301,233	0	0	301,233	385,387	380,930
Mandurah Quay	Residential improved	0.00240	6,412,680	15,390	0	0	15,390	15,342	10,000
Mariners Cove	Residential improved	0.00000	9,072,320	0	0	0	0	10,765	9,000
Port Bouvard Eastport Canals	Residential improved	0.00150	8,499,130	12,749	0	0	12,749	12,717	12,000
Port Bouvard Northport Canals	Residential improved	0.00400	5,586,405	22,346	0	0	22,346	42,456	42,000
Port Mandurah Canals	Residential improved	0.00390	20,165,550	78,646	0	0	78,646	78,644	79,000
			76,123,913	430,364	0	0	430,364	545,311	532,930

	Purpose of the rate	Area or properties rate is to be imposed on	Budgeted rate applied to costs	Budgeted rate set aside to reserve	Reserve Amount to be applied to costs
Specified area rate			\$	\$	\$
Waterside Canals	Contribution toward maintaining and managing the canals.	All properties within the Waterside Canals.	0	0	5,171
Mandurah Ocean Marina	To provide for an enhanced maintenance standard and asset replacement costs.	All properties within the Mandurah Ocean Marina.	164,233	137,000	0
Mandurah Quay	Maintenance of the marina (i.e. water body and walls) and is levied to cover the life cycle expenses of the marina.	All properties within the Mandurah Quay sub-division.	7,000	8,390	0

CITY OF MANDURAH
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2021

Mariners Cove	Contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group.	All canal frontages on the Mariners Cove canals.	0	0	9,717
Port Bouvard Eastport Canals	Recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance.	All canal frontages on the Eastport canals.	12,749	0	0
Port Bouvard Northport Canals	Recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance/canal cleaning.	All canal frontages on the Northport canals.	22,346	0	0
Port Mandurah Canals	Contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group.	All canal frontage properties located within the defined area of Port Mandurah Canals.	13,746	64,900	0
			220,074	210,290	14,888

(e) Service Charges

The City did not raise service charges for the year ended 30 June 2021.

CITY OF MANDURAH
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2021

1. RATES AND SERVICE CHARGES (CONTINUED)

(f) Rates discounts

Rate or fee to which discount is granted	Discount %	Discount (\$)	2020/21 Budget	2019/20 Actual	2019/20 Budget	Circumstances in which discount is granted
Rates incentive	N/A	N/A	\$ 9,600	\$ 0	\$ 0	0 Early payment incentive for the payment of rates and charges being full payment of all current and arrears of rates including specified area rates, emergency services levy, domestic refuse charge and private swimming pool inspection fees within 35 days of the issue date on the annual rate notice, for eligibility to enter the early incentive prize draw.
			9,600	0	0	

(g) Waivers or concessions

Rate or fee and charge to which the waiver or concession is granted	Type	Discount %	Discount (\$)	2020/21 Budget	2019/20 Actual	2019/20 Budget	Circumstances in which the waiver or concession is granted	Objects and reasons of the waiver or concession
General rates	Concession	65%-100%	76,896	\$ 80,000	\$ 76,896	\$ 80,000	Support for charitable businesses.	Business improved
				80,000	76,896	80,000		

2 (a). NET CURRENT ASSETS**Items excluded from calculation of budgeted deficiency**

When calculating the budget deficiency for the purpose of Section 6.2 (2)(c) of the *Local Government Act 1995* the following amounts have been excluded as provided by *Local Government (Financial Management) Regulation 32* which will not fund the budgeted expenditure.

Note	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
	\$	\$	\$
(i) Operating activities excluded from budgeted deficiency			
The following non-cash revenue or expenditure has been excluded from operating activities within the Rate Setting Statement.			
Adjustments to operating activities			
Less: Profit on asset disposals	4(b) (18,399)	(20,600)	(3,000)
Less: Movement in contract liabilities associated with restricted cash	(5,275,266)	5,275,266	0
Add: Loss on disposal of assets	4(b) 353,191	205,620	330,000
Add: Depreciation on assets	5 36,250,152	33,753,561	30,062,886
Non cash amounts excluded from operating activities	31,309,678	39,213,847	30,389,886
(ii) Current assets and liabilities excluded from budgeted deficiency			
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement.			
Adjustments to net current assets			
Less: Unspent borrowings	6(c) (431,591)	0	0
Less: Cash - restricted reserves	3 (23,405,195)	(34,557,228)	(25,716,481)
Less: Current assets not expected to be received at end of year			
- Prepaid rates	(2,455,879)	(2,455,879)	0
- Other contract liabilities	0	(1,024,778)	0
Add: Current liabilities not expected to be cleared at end of year			
- Current portion of borrowings	7,499,999	5,410,639	4,960,705
- Current portion of contract liability held in reserve	8,450	5,275,266	0
- Current portion of lease liabilities	608,382	1,416,287	0
- Employee benefit provisions	5,041,426	4,944,527	4,452,000
- Bonds and deposits held	3,081,188	3,081,188	3,000,000
Add: Movement in provisions between current and non-current provisions	24,717	291,662	0
Total adjustments to net current assets	(10,028,503)	(17,618,316)	(13,303,776)

2 (a). NET CURRENT ASSETS (CONTINUED)**EXPLANATION OF DIFFERENCE IN NET CURRENT ASSETS AND SURPLUS/(DEFICIT)**

	Note	2020/21 Budget 30 June 2021	2019/20 Actual 30 June 2020	2019/20 Budget 30 June 2020
		\$	\$	\$
(iii) Composition of estimated net current assets				
Current assets				
Cash and cash equivalents- unrestricted	3	38,248	1,035,519	5,480,519
Cash and cash equivalents - restricted				
Cash backed reserves	3	23,405,195	34,557,228	25,716,481
Bonds		3,081,188	3,081,188	3,000,000
Unspent borrowings	6(c)	207,137	638,728	207,000
Financial assets - unrestricted		95,088	95,088	0
Receivables		7,164,044	8,464,044	670,000
Inventories		428,974	428,974	450,000
		34,419,874	48,300,769	35,524,000
Less: current liabilities				
Trade and other payables		(4,555,419)	(4,305,419)	(9,151,794)
Contract liabilities		(3,464,329)	(8,731,145)	0
Lease liabilities		(608,382)	(1,416,287)	0
Long term borrowings		(7,499,999)	(5,410,639)	(4,960,705)
Provisions		(8,621,960)	(8,621,960)	(8,452,000)
		(24,750,089)	(28,485,450)	(22,564,499)
Net current assets		9,669,785	19,815,319	12,959,501
Less: Total adjustments to net current assets	2 (a)(ii)	(10,028,503)	(17,618,316)	(13,303,776)
Closing funding surplus / (deficit)		(358,718)	2,197,003	(344,275)

2 (b). NET CURRENT ASSETS (CONTINUED)**SIGNIFICANT ACCOUNTING POLICIES****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. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for sale where it is held as non-current based on the City's intentions to release for sale.

TRADE AND OTHER PAYABLES

Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City of Mandurah becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.

CONTRACT ASSETS

A contract asset is the right to consideration in exchange for goods or services the entity has transferred to a customer when that right is conditioned on something other than the passage of time.

PROVISIONS

Provisions are recognised when the City has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

INVENTORIES**General**

Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Superannuation

The City of Mandurah contributes to a number of superannuation funds on behalf of employees.

All funds to which the City of Mandurah contributes are defined contribution plans.

LEASE LIABILITIES

The present value of future lease payments not paid at the reporting date discounted using the incremental borrowing rate where the implicit interest rate in the lease is not readily determined.

TRADE AND OTHER RECEIVABLES

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business.

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 trade and other receivables is reviewed on an ongoing basis. Debts 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.

EMPLOYEE BENEFITS**Short-term employee benefits**

Provision is made for the City of Mandurah's obligations for short-term employee benefits. Short term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The City of Mandurah's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position. The City of Mandurah's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

LAND HELD FOR RESALE

Land held for development and sale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development. Finance costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed on to the buyer at this point.

Land held for sale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

CONTRACT LIABILITIES

An entity's obligation to transfer goods or services to a customer for which the entity has received consideration (or the amount is due) from the customer. Grants to acquire or construct recognisable non-financial assets to be controlled by the City are recognised as a liability until such time as the City satisfies its obligations under the agreement.

3. RECONCILIATION OF CASH

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Estimated cash at the end of the reporting period is as follows:

Note	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
Cash at bank and on hand	3,986,257	12,855,477	4,404,000
Term deposits	19,457,186	26,457,186	27,000,000
	23,443,443	39,312,663	31,404,000
- Unrestricted cash and cash equivalents	38,248	1,035,519	5,687,519
- Restricted cash and cash equivalents	23,405,195	38,277,144	25,716,481
	23,443,443	39,312,663	31,404,000

The following restrictions have been imposed by regulation or other externally imposed requirements on cash and cash equivalents:

Leave Reserve	5,041,426	4,944,527	4,451,504
Unspent Grants Reserve	184,402	5,451,218	136,849
Cash in Lieu of Parking Reserve	480,420	471,178	466,000
Building Reserve	584,883	1,807,813	764,370
Asset Management Reserve	2,611,825	2,496,008	581,288
Cultural Centre Reserve	0	2,480	227,529
Museum Reserve	0	160,150	160,000
Property Acquisition Reserve	24,218	3,920,867	3,953,000
Sustainability Reserve	558,905	647,225	563,088
Aquatic and Recreation Centre Reserve	0	0	(79)
Waste Facilities Reserve Fund	670,742	1,617,218	278,549
Community Improvements Reserve	0	33,234	28,249
Traffic Bridge Reserve	0	399,886	(6)
Tims Thicket Septage Reserve	76,362	74,894	74,000
Tims Thicket Inert Reserve	147,229	104,413	102,000
Inert Landfill Reserve	0	39,728	40,000
Arts and Craft Centre Reserve	0	229,699	230,000
Sand Pit Restoration Reserve	0	66,970	67,000
Interest Free Loans Reserve	0	159,894	145,364
CLAG Reserve	27,645	27,116	22,524
Emergency Relief Fund Reserve	0	3,295	3,000
Mandurah Ocean Marina Reserve	179,332	175,870	138,476
Waterways Reserve	238,228	274,639	0
Interest on Investments Reserve	0	12,771	13,000
Port Mandurah Canals Stage 2 Maintenance Reserve	94,114	92,322	79,772
Mariners Cove Canals Reserve	86,725	85,053	72,233
Port Bouvard Canal Maintenance Contributions Reserve	275,719	270,424	226,000
Soccer Club Rooms Refurbishment Reserve	0	29,292	29,338
Cash in Lieu POS Contributions Reserve	0	0	1,524,665
Carbon Offset Reserve	0	130,117	90,117
Bushland Acquisition Reserve	3,095,736	3,036,239	3,000,710

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

Port Bouvard Surf Life Saving Clubrooms Reserve		0	18,000	18,000
Coastal Storm Contingency Reserve		257,945	252,987	250,000
Refurbishment Bortolo Pavillion Reserve		0	6,000	6,000
Refurbishment Rushton Park Reserve		0	13,500	13,000
Refurbishment Meadow Springs Pavillion Reserve		0	8,712	8,000
Digital Futures Reserve		43,407	42,573	42,070
Decked Carparking Reserve		1,006,480	987,134	975,480
Specified Area Rates - Waterside Canals		99,130	104,301	103,944
Specified Area Rates - Port Mandurah Canals		423,541	353,236	42,795
Specified Area Rates - Mandurah Quay Canals		201,710	189,933	178,149
Specified Area Rates - Mandurah Ocean Marina		364,239	222,398	68,641
Specified Area Rate - Port Bouvard Canals		100,652	98,861	73,763
Specified Area Rate - Mariners Cove		9,005	18,722	14,855
Specified Area Rate - Eastport		23,767	23,165	12,244
Sports Club Maintenance Levy Reserve		191,605	133,395	78,000
City Centre Land Acquisition Reserve		1,056,143	3,035,842	3,000,000
City Facility Relocation Reserve		0	156,000	156,000
Lakelands Community Infrastructure Reserve		1,099,783	1,078,644	0
Plant Reserve		748,600	938,504	0
Workers Compensation Reserve		112,952	110,781	0
Bonds and deposits		3,081,188	3,081,188	3,000,000
Unspent borrowings	6(c)	207,137	638,728	207,000
		23,405,195	38,277,144	25,716,481
Reconciliation of net cash provided by operating activities to net result				
Net result		(8,073,157)	(13,607,889)	(5,771,659)
Depreciation	5	36,250,152	33,753,561	30,062,886
(Profit)/loss on sale of asset	4(b)	334,792	185,020	327,000
(Increase)/decrease in receivables		1,300,000	(2,084,437)	69,130
(Increase)/decrease in inventories		0	(102,716)	100,000
Increase/(decrease) in payables		250,000	(4,708,722)	(500,000)
Increase/(decrease) in other assets		0	939,242	0
Increase/(decrease) in contract liabilities		(5,266,816)	8,731,145	0
Increase/(decrease) in employee provisions		0	195,536	243,000
Non-operating grants, subsidies and contributions		(11,279,174)	(10,880,271)	(10,757,000)
Net cash from operating activities		13,515,797	12,420,469	13,773,357

SIGNIFICANT ACCOUNTING POLICES

CASH AND CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks, other short term highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts.

Bank overdrafts are shown as short term borrowings in current liabilities in Note 2 - Net Current Assets.

FINANCIAL ASSETS AT AMORTISED COST

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

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

4. FIXED ASSETS

(a) Acquisition of Assets

The following assets are budgeted to be acquired during the year.

Asset class	Reporting program								2020/21 Budget total	2019/20 Actual total	2019/20 Budget total
	Governance	Law, order, public safety	Education and welfare	Community amenities	Recreation and culture	Transport	Economic services	Other property and services			
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Property, Plant and Equipment											
Buildings - non-specialised	453,904	0	160,119	328,889	1,770,414	0	160,119	0	2,873,445	4,833,838	5,849,357
Furniture and equipment	0	0	48,035	0	117,421	0	0	0	165,456	415,532	435,532
Plant and equipment	89,133	0	0	0	246,820	250,000	0	3,816,111	4,402,064	3,070,005	4,079,766
	543,037	0	208,154	328,889	2,134,655	250,000	160,119	3,816,111	7,440,965	8,319,375	10,364,655
Infrastructure											
Infrastructure - roads	0	0	0	0	0	9,930,467	0	0	9,930,467	9,317,094	11,332,685
Infrastructure - footpaths	0	0	0	0	0	913,573	0	0	913,573	777,421	881,532
Infrastructure - drainage	0	0	0	0	0	1,118,523	0	0	1,118,523	922,229	1,116,564
Infrastructure - parks	0	213,492	0	131,181	22,083,915	0	0	0	22,428,588	4,044,320	6,387,244
Infrastructure - marina	0	0	0	0	97,306	0	203,800	0	301,106	415,898	431,303
Infrastructure - coastal and estuary	0	0	0	0	0	62,060	32,435	0	94,495	1,352,229	7,986,642
Infrastructure - bridges	0	0	0	0	0	400,000	0	0	400,000	353,306	744,980
Infrastructure - other	0	0	0	100,000	338,492	0	0	0	438,492	127,128	471,047
Infrastructure - cultural	0	0	0	0	0	0	0	0	0	0	0
	0	213,492	0	231,181	22,519,713	12,424,623	236,235	0	35,625,244	17,309,625	29,351,997
Total acquisitions	543,037	213,492	208,154	560,070	24,654,368	12,674,623	396,354	3,816,111	43,066,208	25,629,000	39,716,652

A detailed breakdown of acquisitions on an individual asset basis can be found in the supplementary information attached to this budget document.

SIGNIFICANT ACCOUNTING POLICIES

RECOGNITION OF ASSETS

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

4. FIXED ASSETS

(b) Disposals of Assets

The following assets are budgeted to be disposed of during the year.

	2020/21 Budget Net Book Value	2020/21 Budget Sale Proceeds	2020/21 Budget Profit	2020/21 Budget Loss	2019/20 Actual Net Book Value	2019/20 Actual Sale Proceeds	2019/20 Actual Profit	2019/20 Actual Loss	2019/20 Budget Net Book Value	2019/20 Budget Sale Proceeds	2019/20 Budget Profit	2019/20 Budget Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
By Program												
Other property and services	1,355,354	1,020,562	18,399	(353,191)	1,101,706	916,686	20,600	(205,620)	1,936,000	1,609,000	3,000	(330,000)
	1,355,354	1,020,562	18,399	(353,191)	1,101,706	916,686	20,600	(205,620)	1,936,000	1,609,000	3,000	(330,000)
By Class												
<i>Property, Plant and Equipment</i>												
Land - freehold land	0	0	0	0	393,468	393,468	0	0	600,000	600,000	0	0
Plant and equipment	1,355,354	1,020,562	18,399	(353,191)	708,238	523,218	20,600	(205,620)	1,336,000	1,009,000	3,000	(330,000)
	1,355,354	1,020,562	18,399	(353,191)	1,101,706	916,686	20,600	(205,620)	1,936,000	1,609,000	3,000	(330,000)

SIGNIFICANT ACCOUNTING POLICIES

GAINS AND LOSSES ON DISPOSAL

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in profit or loss in the period which they arise.

5. ASSET DEPRECIATION**By Program**

General purpose funding
Law, order, public safety
Education and welfare
Community amenities
Recreation and culture
Transport
Economic services
Other property and services

2020/21 Budget	2019/20 Actual	2019/20 Budget
\$	\$	\$
163	155	190
166,927	158,977	96,601
161,381	153,695	207,723
254,450	242,333	324,764
16,954,397	15,833,152	15,918,511
16,167,362	15,397,487	12,607,719
101,868	97,016	124,911
2,443,604	1,870,746	782,467
36,250,152	33,753,561	30,062,886
4,982,626	4,745,716	5,987,226
468,128	445,833	331,273
1,509,593	1,437,706	221,747
10,321,479	9,829,980	8,177,328
2,459,397	2,342,283	2,035,344
12,163,574	11,584,356	10,985,571
2,518,495	2,398,567	2,012,183
775,358	738,436	285,907
242,219	230,684	26,307
809,283	0	0
36,250,152	33,753,561	30,062,886

By Class

Buildings - non-specialised
Furniture and equipment
Plant and equipment
Infrastructure - roads
Infrastructure - drainage
Infrastructure - parks
Infrastructure - coastal and estuary
Infrastructure - bridges
Infrastructure - other
Right of use - leases

SIGNIFICANT ACCOUNTING POLICIES**DEPRECIATION**

The depreciable amount of all fixed assets including buildings but excluding freehold land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Major depreciation periods used for each class of depreciable asset are:

Buildings - non-specialised	40 to 60 years
Furniture and equipment	10 years
Plant and equipment	5 years
Infrastructure - roads	
Infrastructure - drainage	80 years
Infrastructure - parks	5 to 100 years
Infrastructure - coastal and estuary	20 to 50 years
Infrastructure - bridges	60 to 100 years
Infrastructure - other	
Right of use - leases	

AMORTISATION

The depreciable amount of all intangible assets with a finite useful life, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held for use.

The assets residual value of intangible assets is considered to be zero and useful live and amortisation method are reviewed at the end of each financial year.

Amortisation is included within Depreciation on non-current assets in the Statement of Comprehensive Income.

NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

Path Construction [329(vii)]	15	WBC	3.8%	15,333	0	(7,389)	7,944	(441)	22,701	0	(7,368)	15,333	(463)	20,645	0	(6,658)	13,987	(671)
Street Lighting [329(viii)]	15	WBC	3.8%	20,444	0	(9,852)	10,592	(588)	30,288	0	(9,824)	20,444	(677)	27,165	0	(8,760)	18,405	(863)
Road Construction [333(ii)]	18	WBC	3.8%	322,713	0	(103,588)	219,125	(10,654)	435,112	0	(112,399)	322,713	(1,844)	424,886	0	(99,358)	325,528	(14,469)
New Pedestrian Bridge Construction [335]	20	WBC	3.8%	481,827	0	(110,329)	371,498	(16,367)	596,197	0	(114,370)	481,827	(12,326)	585,895	0	(106,210)	479,685	(20,486)
New Road Construction [339]	22	WBC	3.8%	545,339	0	(102,919)	442,420	(19,313)	661,855	0	(116,516)	545,339	(5,500)	652,690	0	(99,077)	553,613	(23,155)
New Road Construction [342]	25	WBC	3.8%	652,589	0	(93,915)	558,674	(23,229)	752,108	0	(99,519)	652,589	(17,625)	742,674	0	(90,409)	652,265	(26,735)
WMC Tims Thicket [343]	23	WBC	3.8%	98,741	0	(14,096)	84,645	(3,484)	112,813	0	(14,072)	98,741	(3,508)	111,398	0	(13,570)	97,828	(4,010)
Road Construction [346]	11	WBC	3.8%	385,817	0	(53,640)	332,171	(13,806)	515,930	0	(130,113)	385,817	(14,275)	500,902	0	(55,267)	445,635	(16,126)
MARC Carpark [347]	10	WBC	3.8%	293,101	0	(40,752)	252,349	(10,488)	391,846	0	(98,745)	293,101	(10,919)	380,432	0	(41,975)	338,457	(13,767)
MPAC Forecourt [348]	9	WBC	3.8%	122,128	0	(16,978)	105,150	(4,370)	163,270	0	(41,142)	122,128	(4,550)	158,514	0	(17,490)	141,024	(5,736)
Mandurah Marina [352]	29	WBC	3.8%	173,828	0	(17,759)	156,069	(6,277)	191,804	0	(17,976)	173,828	(6,060)	189,886	0	(17,096)	172,790	(6,940)
MARC Carpark [354]	31	WBC	3.8%	260,751	0	(26,632)	234,119	(9,416)	287,709	0	(26,958)	260,751	(9,090)	284,832	0	(25,638)	259,194	(10,410)
Mandurah Foreshore Boardwalk Renewal [357]	34	WBC	3.8%	391,023	0	(39,948)	351,075	(14,124)	431,563	0	(40,540)	391,023	(13,532)	427,248	0	(38,457)	388,791	(15,615)
New Road Construction [359]	36	WBC	3.8%	1,192,616	0	(125,617)	1,066,999	(44,411)	1,346,887	0	(154,271)	1,192,616	(15,757)	1,343,455	0	(120,527)	1,222,928	(49,101)
Smoke Bush Retreat Footpath [361]	38	WBC	3.8%	86,906	0	(8,856)	78,020	(3,136)	95,900	0	(8,594)	86,906	(3,030)	94,941	0	(8,554)	86,387	(3,470)
New Boardwalks 18/19	42	WBC	3.1%	459,221	0	(41,205)	418,016	(13,635)	500,167	0	(40,946)	459,221	(13,894)	496,570	0	(42,021)	454,549	(18,195)
Coodanup Drive - Road Rehabilitation	46	WBC	3.1%	91,864	0	(8,241)	83,623	(2,727)	100,034	0	(8,170)	91,864	(2,798)	99,314	0	(6,409)	90,905	(3,639)
Pinjarra Road Carpark	45	WBC	3.1%	183,727	0	(16,482)	167,245	(5,454)	200,067	0	(16,340)	183,727	(5,596)	198,628	0	(16,806)	181,822	(7,278)
New Road Construction 2018/19	39	WBC	3.1%	1,497,071	0	(135,963)	1,361,108	(44,997)	1,650,547	0	(153,476)	1,497,071	(27,484)	1,638,680	0	(138,675)	1,500,005	(60,044)
New Road Construction 2019/20		WBC	3.1%	900,000	0	(78,226)	821,774	(26,510)	0	900,000	0	900,000	0	0	1,200,000	(8,231)	1,191,769	(3,811)
Shark Mitigation Project		WBC	3.1%	0	0	0	0	0	0	0	0	0	0	0	400,000	(2,744)	397,256	(1,270)
South Harbour Upgrade 2019/20		WBC	3.1%	230,000	0	(19,997)	210,003	(6,774)	0	230,000	0	230,000	0	0	230,000	(1,578)	228,422	(730)
New Roads 2020/21		WBC	3.1%	0	1,150,000	(99,693)	1,050,307	(34,131)	0	0	0	0	0	0	0	0	0	0
Other property and services																		
Office Building [272]	2	WBC	3.8%	215,612	0	(195,631)	19,981	(3,140)	460,823	0	(245,211)	215,612	(10,965)	439,635	0	(243,983)	195,652	(12,193)
Information Systems [316(i)]	1	WBC	3.8%	110	0	(110)	0	0	15,279	0	(15,169)	110	(231)	13,999	0	(13,999)	0	(257)
IT Server Room Upgrade [316(vii)]	1	WBC	3.8%	296	0	(296)	0	0	41,252	0	(40,956)	296	(623)	37,797	0	(37,797)	0	(693)
IT Communications Equipment [318(i)]	3	WBC	3.8%	62,861	0	(15,828)	47,033	(2,079)	103,283	0	(40,422)	62,861	(920)	105,796	0	(18,611)	86,185	(3,623)
IT Equipment [329(viii)]	15	WBC	3.8%	25,556	0	(12,316)	13,240	(736)	37,836	0	(12,280)	25,556	(771)	36,944	0	(11,914)	25,030	(1,201)
Land Purchase [330]	16	WBC	3.8%	1,224,952	0	(606,689)	618,263	(36,235)	1,848,929	0	(623,977)	1,224,952	(18,947)	1,811,002	0	(584,038)	1,226,964	(58,886)
Civic Building - Tuckey Room Extension	43	WBC	3.1%	459,221	0	(41,205)	418,016	(13,634)	500,167	0	(40,946)	459,221	(13,894)	496,570	0	(42,021)	454,549	(18,195)
Short term loan COVID-19		WATC	3.5%	0	20,000,000	(20,000,000)	0	(35,000)	0	0	0	0	0	0	0	0	0	0
				26,250,068	27,500,000	(25,410,640)	28,339,428	(1,127,642)	29,864,687	2,750,000	(6,364,619)	26,250,068	(523,662)	29,363,818	5,950,000	(4,960,705)	30,353,113	(1,049,632)
				26,250,068	27,500,000	(25,410,640)	28,339,428	(1,127,642)	29,864,687	2,750,000	(6,364,619)	26,250,068	(523,662)	29,363,818	5,950,000	(4,960,705)	30,353,113	(1,049,632)

All borrowing repayments, other than self supporting loans, will be financed by general purpose revenue.
The self supporting loan(s) repayment will be fully reimbursed.

CITY OF MANDURAH
NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021

6. INFORMATION ON BORROWINGS

(b) New borrowings - 2020/21

Particulars/Purpose	Institution	Term (years)	Interest rate	Amount borrowed budget	Total interest & charges	Amount used budget	Balance unspent
Eastern/ Western Foreshore 20/21	WBC	10	3.1%	\$ 2,770,000	\$ 453,498	\$ 2,770,000	\$ 0
Smart Street Mall 2020/21	WBC	10	3.1%	2,000,000	327,449	2,000,000	0
New Roads 2020/21	WBC	10	3.1%	1,150,000	188,286	1,150,000	0
Novara Foreshore Stage 4	WBC	10	3.1%	400,000	65,490	400,000	0
Bortolo Reserve - Shared Use Parking and Fire Track Facility	WBC	10	3.1%	350,000	57,286	350,000	0
Falcon Bay Upgrade - Stage 4 of 5	WBC	10	3.1%	300,000	49,102	300,000	0
Ablutions 20/21	WBC	10	3.1%	200,000	32,735	200,000	0
Enclosed Dog Park	WBC	10	3.1%	200,000	32,735	200,000	0
Falcon Skate Park Upgrade 2020/21	WBC	10	3.1%	80,000	13,094	50,000	0
South Harbour Paving Upgrade Stage 2	WBC	10	3.1%	50,000	8,184	50,000	0
Short term loan COVID-19	WATC	0.5	3.5%	20,000,000	35,000	20,000,000	0
				27,500,000	1,262,859	27,470,000	0

(c) Unspent borrowings

Loan Details	Year loan taken	Amount b/fwd.	Amount used 2020/21 Budget	New loans unspent at 30 June 2021	Amount as at 30 June 2021
Brighton Lane	prior to 2015	\$ 43,022	\$ 0	\$ 0	\$ 43,022
Brighton Plaza	prior to 2015	14,115	0	0	14,115
WMC Tims Thickett	2015/2016	150,000	0	0	150,000
Solar Phase 5 MARC/WMC/Comm Facilities	2017/2018	184,414	(184,414)	0	0
Lakelands DOS	2017/2018	225,000	(225,000)	0	0
New Boardwalks 18/19	2018/2019	21,000	(21,000)	0	0
Civic Building - Tuckey Room	2018/2019	1,177	(1,177)	0	0
		638,728	(431,591)	0	207,137

(d) Credit Facilities

	2020/21 Budget	2019/20 Actual	2019/20 Budget
Undrawn borrowing facilities credit standby arrangements	\$	\$	\$
Bank overdraft limit	0	0	0
Bank overdraft at balance date	0	0	0
Credit card limit	700,000	700,000	700,000
Credit card balance at balance date	50,000	50,000	50,000
Total amount of credit unused	750,000	750,000	750,000
Loan facilities			
Loan facilities in use at balance date	28,339,428	26,250,068	30,353,113

SIGNIFICANT ACCOUNTING POLICIES

BORROWING COSTS

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset until such time as the asset is substantially ready for its intended use or sale.

7. LEASE LIABILITIES

Purpose	Institution	Budget	2020/21	2020/21	Budget	2020/21	Actual	2019/20	2019/20	Actual	2019/20	Budget	2019/20	2019/20	Budget	2019/20
		Lease Principal 1 July 2020	2020/21 Budget New Leases	Budget Lease Principal Repayments	Lease Principal outstanding 30 June 2021	Budget Lease Interest Repayments		Principal 1 July 2019	Actual New Leases	Actual Lease Principal repayments	Lease Principal outstanding 30 June 2020		Actual Lease Interest repayments	Principal 1 July 2019	Budget New Leases	Budget Lease Principal repayments
Recreation and culture		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Gym Equipment	MAIA - Marc Equipment	161,964	0	(129,991)	31,973	(16,409)	288,784	0	(126,820)	161,964	(16,009)	0	0	0	0	0
Other property and services																
Software	MAIA - Business Systems	190,939	0	(273,177)	(82,238)	(20,447)	839,807	38,759	(687,627)	190,939	(33,324)	0	0	0	0	0
IT Equipment	HP and Fuji	174,356	0	(123,221)	51,135	(10,158)	343,681	37,070	(206,395)	174,356	(13,474)	0	0	0	0	0
Survey Equipment	MAIA - Survey	32,851	0	(98,741)	(65,890)	(5,042)	129,184	0	(96,333)	32,851	(4,919)	0	0	0	0	0
Tech One	MAIA - Tech One	1,208,142	0	(179,138)	1,029,004	(54,035)	0	1,382,911	(174,769)	1,208,142	(52,717)	0	0	0	0	0
Records - Postage Meter	Pitney Bowes	6,560	0	(3,637)	2,923	(360)	10,108	0	(3,548)	6,560	(352)	0	0	0	0	0
		1,774,812	0	(807,905)	966,907	(106,451)	1,611,564	1,458,740	(1,295,492)	1,774,812	(120,795)	0	0	0	0	0

SIGNIFICANT ACCOUNTING POLICIES

LEASES

At the inception of a contract, the City assesses whether the contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and a lease liability, at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

Council Meeting 23 June 2020
 CITY OF MANDURAH
 NOTES TO AND FORMING PART OF THE BUDGET
 FOR THE YEAR ENDED 30 JUNE 2021

Attachments to Minutes

8. CASH BACKED RESERVES

(a) Cash Backed Reserves - Movement

	2020/21				2019/20				2018/19				2017/18			
	Budget Opening Balance	2020/21 Budget Transfer to	2020/21 Budget Transfer (from)	2020/21 Budget Closing Balance	Actual Opening Balance	2019/20 Actual Transfer to	2019/20 Actual Transfer (from)	2019/20 Actual Closing Balance	Budget Opening Balance	2019/20 Budget Transfer to	2019/20 Budget Transfer (from)	2019/20 Budget Closing Balance	Budget Opening Balance	2017/18 Budget Transfer to	2017/18 Budget Transfer (from)	2017/18 Budget Closing Balance
(a) Building Reserve	1,807,813	939,060	(2,161,990)	584,883	1,473,343	751,197	(416,727)	1,807,813	1,283,818	200,000	(719,448)	764,370				
(b) Cash in Lieu of Parking Reserve	471,178	9,242	0	480,420	465,611	5,567	0	471,178	466,000	0	0	466,000				
(c) Asset Management Reserve	2,496,008	1,940,595	(1,824,778)	2,611,825	991,225	1,789,143	(284,360)	2,496,008	931,288	200,000	(550,000)	581,288				
(d) Cultural Centre Reserve	2,480	0	(2,480)	0	227,480	0	(225,000)	2,480	227,529	0	0	227,529				
(e) Museum Reserve	160,150	0	(160,150)	0	160,150	0	0	160,150	160,000	0	0	160,000				
(f) Property Acquisition Reserve	3,920,867	468	(3,897,117)	24,218	4,091,243	223,894	(394,270)	3,920,867	3,753,000	200,000	0	3,953,000				
(g) Sustainability Reserve	647,225	100,860	(189,180)	558,905	804,088	7,702	(164,565)	647,225	804,088	0	(241,000)	563,088				
(h) Aquatic and Recreation Centre Reserve	0	0	0	0	0	0	0	0	(79)	0	0	(79)				
(i) Waste Facilities Reserve Fund	1,617,218	10,726	(957,202)	670,742	1,519,653	241,850	(144,285)	1,617,218	672,000	225,000	(618,451)	278,549				
(j) Community Improvements Reserve	33,234	0	(33,234)	0	96,932	0	(63,698)	33,234	82,000	0	(53,751)	28,249				
(k) Traffic Bridge Reserve	399,886	0	(399,886)	0	495,106	0	(95,220)	399,886	495,214	0	(495,220)	(6)				
(l) Tims Thicket Septage Reserve	74,894	1,468	0	76,362	74,010	884	0	74,894	74,000	0	0	74,000				
(m) Tims Thicket Inert Reserve	104,413	42,816	0	147,229	102,716	1,697	0	104,413	102,000	0	0	102,000				
(n) Inert Landfill Reserve	39,728	0	(39,728)	0	39,728	0	0	39,728	40,000	0	0	40,000				
(o) Road Network Reserve	0	0	0	0	0	0	0	0	0	0	0	0				
(p) Arts and Craft Centre Reserve	229,699	0	(229,699)	0	229,699	0	0	229,699	230,000	0	0	230,000				
(q) Sand Pit Restoration Reserve	66,970	0	(66,970)	0	66,970	0	0	66,970	67,000	0	0	67,000				
(r) Interest Free Loans Reserve	159,894	0	(159,894)	0	159,894	0	0	159,894	145,364	0	0	145,364				
(s) CLAG Reserve	27,116	529	0	27,645	26,797	319	0	27,116	22,524	0	0	22,524				
(t) Emergency Relief Fund Reserve	3,295	0	(3,295)	0	3,295	0	0	3,295	3,000	0	0	3,000				
(u) Mandurah Ocean Marina Reserve	175,870	3,462	0	179,332	235,146	67,852	(127,128)	175,870	230,604	0	(92,128)	138,476				
(v) Waterways Reserve	274,639	4,579	(40,990)	238,228	0	274,639	0	274,639	0	0	0	0				
(w) Interest on Investments Reserve	12,771	0	(12,771)	0	12,771	0	0	12,771	13,000	0	0	13,000				
(x) Port Mandurah Canals Stage 2 Maintenance Reserve	92,322	1,792	0	94,114	82,473	9,849	0	92,322	79,772	0	0	79,772				
(y) Mariners Cove Canals Reserve	85,053	1,672	0	86,725	73,628	11,425	0	85,053	72,233	0	0	72,233				
(z) Port Bouvard Canal Maintenance Contributions Reserve	270,424	5,295	0	275,719	231,199	39,225	0	270,424	226,000	0	0	226,000				
(aa) Soccer Club Rooms Refurbishment Reserve	29,292	0	(29,292)	0	29,292	0	0	29,292	29,338	0	0	29,338				
(ab) Cash in Lieu POS Contributions Reserve	0	0	0	0	1,535,671	18,353	(1,554,024)	0	1,524,665	0	0	1,524,665				
(ac) Unspent Grants Reserve	5,451,218	8,381	(5,275,197)	184,402	5,368,948	5,172,014	(5,089,744)	5,451,218	5,340,414	298,264	(5,501,829)	136,849				
(ad) Leave Reserve	4,944,527	96,899	0	5,041,426	4,886,154	58,373	0	4,944,527	4,451,504	0	0	4,451,504				
(ae) Carbon Offset Reserve	130,117	0	(130,117)	0	130,117	0	0	130,117	130,117	0	(40,000)	90,117				
(af) Bushland Acquisition Reserve	3,036,239	59,497	0	3,095,736	2,714,531	321,708	0	3,036,239	2,656,710	344,000	0	3,000,710				
(ag) Port Bouvard Surf Life Saving Clubrooms Reserve	18,000	0	(18,000)	0	18,000	0	0	18,000	18,000	0	0	18,000				
(ah) Coastal Storm Contingency Reserve	252,987	4,958	0	257,945	250,000	2,987	0	252,987	250,000	0	0	250,000				
(ai) Refurbishment Bortolo Pavilion Reserve	6,000	0	(6,000)	0	6,000	0	0	6,000	6,000	0	0	6,000				
(aj) Refurbishment Rushton Park Reserve	13,500	0	(13,500)	0	13,500	0	0	13,500	13,000	0	0	13,000				
(ak) Refurbishment Meadow Springs Pavilion Reserve	8,712	0	(8,712)	0	8,712	0	0	8,712	8,000	0	0	8,000				
(al) Digital Futures Reserve	42,573	834	0	43,407	92,070	503	(50,000)	42,573	92,070	0	(50,000)	42,070				
(am) Decked Carparking Reserve	987,134	19,346	0	1,006,480	975,480	11,654	0	987,134	975,480	0	0	975,480				
(an) Specified Area Rates - Waterside Canals	104,301	0	(5,171)	99,130	103,070	1,231	0	104,301	103,944	0	0	103,944				
(ao) Specified Area Rates - Port Mandurah Canals	353,236	149,365	(79,060)	423,541	365,436	2,559	(14,759)	353,236	298,690	0	(245,895)	42,795				
(ap) Specified Area Rates - Mandurah Quay Canals	189,933	11,777	0	201,710	187,692	2,241	0	189,933	178,149	0	0	178,149				
(aq) Specified Area Rates - Mandurah Ocean Marina	222,398	304,840	(162,999)	364,239	0	222,398	0	222,398	68,641	0	0	68,641				
(ar) Specified Area Rate - Port Bouvard Canals	98,861	1,791	0	100,652	97,694	1,167	0	98,861	73,763	0	0	73,763				
(as) Specified Area Rate - Mariners Cove	18,722	0	(9,717)	9,005	18,501	221	0	18,722	14,855	0	0	14,855				
(at) Specified Area Rate - Eastport	23,165	602	0	23,767	22,885	280	0	23,165	12,244	0	0	12,244				
(au) Sports Club Maintenance Levy Reserve	133,395	58,210	0	191,605	105,226	43,884	(15,715)	133,395	78,000	0	0	78,000				
(av) City Centre Land Acquisition Reserve	3,035,842	20,301	(2,000,000)	1,056,143	3,000,000	35,842	0	3,035,842	3,000,000	0	0	3,000,000				
(ax) City Facility Relocation Reserve	156,000	0	(156,000)	0	156,000	0	0	156,000	156,000	0	0	156,000				
(ay) Lakelands Community Infrastructure Reserve	1,078,644	21,139	0	1,099,783	0	1,078,644	0	1,078,644	0	0	0	0				
(az) Plant Reserve	938,504	9,937	(199,841)	748,600	938,504	0	0	938,504	0	0	0	0				
(ba) Workers Compensation Reserve	110,781	2,171	0	112,952	0	110,781	0	110,781	0	0	0	0				
	34,557,228	3,832,612	(18,272,970)	20,116,870	31,592,136	11,604,961	(6,080,405)	34,557,228	30,493,933	1,623,264	(8,607,722)	22,509,481				

Attachments to Minutes

8. CASH BACKED RESERVES (CONTINUED)

(b) Cash Backed Reserves - Purposes

In accordance with Council resolutions in relation to each reserve account, the purpose for which the reserves are set aside are as follows:

Reserve name	Anticipated date of use	Purpose of the reserve
(b) Cash in Lieu of Parking Reserve		Parking - Provide additional parking areas
(a) Building Reserve		Building - Future new building capital requirements
(c) Asset Management Reserve		Asset Management - Renewal and upgrade of current infrastructure
(d) Cultural Centre Reserve		Cultural Centre - Equipment/plant replacement for Mandurah Performing Arts Centre and the provision of standby financing
(e) Museum Reserve		Museum - Operation of museum
(f) Property Acquisition Reserve		Property Acquisition - Future property purchases in areas other than the City Centre
(g) Sustainability Reserve		Sustainability - Development of Mandurah as a sustainable city
(h) Aquatic and Recreation Centre Reserve		Aquatic and Recreation Centre - Future reconstruction of Mandurah Aquatic & Recreation Centre & additional swimming space
(i) Waste Facilities Reserve Fund		Waste Facilities Reserve Fund - Future waste treatment initiatives
(j) Community Improvements Reserve		Community Improvements - Provision of community facilities
(k) Traffic Bridge Reserve		Traffic Bridge - Replacement of Mandurah Traffic Bridge
(l) Tims Thicket Septage Reserve		Tims Thicket Septage - Future site restoration
(m) Tims Thicket Inert Reserve		Tims Thicket Inert - Future site restoration and development
(n) Inert Landfill Reserve		Inert Landfill - Future site restoration and development
(o) Road Network Reserve		Road Network - Future road improvement schemes
(p) Arts and Craft Centre Reserve		Arts and Craft Centre - Provision of new arts and craft facility
(q) Sand Pit Restoration Reserve		Sand Pit Restoration - Costs associated with closure of Red Road site
(r) Interest Free Loans Reserve		Interest Free Loans - Interest-free loans to sporting & community groups for minor capital projects
(s) CLAG Reserve		CLAG - Contiguous Local Authority Group for control of mosquitoes
(t) Emergency Relief Fund Reserve		Emergency Relief Fund - Capital grants to local emergency service groups. Availability of funds for emergencies/disaster in Mandurah
(u) Mandurah Ocean Marina Reserve		Mandurah Ocean Marina - Future maintenance/asset replacement at Mandurah Ocean Marina
(v) Waterways Reserve		Waterways - Future maintenance/asset replacement of specific waterways infrastructure
(w) Interest on Investments Reserve		Interest on Investments - Allocation for once-off purchases
(x) Port Mandurah Canals Stage 2 Maintenance Reserve		Port Mandurah Canals Stage 2 Maintenance - Stage 2 Future maintenance of canals
(y) Mariners Cove Canals Reserve		Mariners Cove Canals - Future maintenance of canals
(z) Port Bouvard Canal Maintenance Contributions Reserve		Port Bouvard Canal Maintenance Contributions - Contribution Future maintenance of canals
(aa) Soccer Club Rooms Refurbishment Reserve		Soccer Club Rooms Refurbishment - To maintain presentation and functionality of the Club House
(ab) Cash in Lieu POS Contributions Reserve		Cash in Lieu POS Contributions - Contributions received in accordance with Planning & Development Act
(ac) Unspent Grants Reserve		Unspent Grants & Contributions - Operating and non-operating grants and contributions tied to future expenditure.
(ad) Leave Reserve		Long Service Leave - To fund the long service and sick leave liability of Council's staff.
(ae) Carbon Offset Reserve		Carbon Offset - Fund initiatives which provide an offset to the environmental impact of the City's waste management activities.
(af) Bushland Acquisition Reserve		Bushland Acquisition - For the purchase & protection of bushland and environmentally sensitive sites within the City
(ag) Port Bouvard Surf Life Saving Clubrooms Reserve		Port Bouvard Surf Life Saving Clubrooms - To maintain presentation and functionality of the Club House
(ah) Coastal Storm Contingency Reserve		Coastal Storm Contingency - Provide for coastal emergency works due to storm damage
(ai) Refurbishment Bortolo Pavilion Reserve		Refurbishment Bortolo Pavilion - To maintain presentation and functionality of the Club House.
(aj) Refurbishment Rushton Park Reserve		Refurbishment Rushton Park - To maintain presentation and functionality of the Club House.
(ak) Refurbishment Meadow Springs Pavilion Reserve		Refurbishment Meadow Springs Pavilion - To maintain presentation and functionality of the Club House
(al) Digital Futures Reserve		Digital Futures - Fund development, investigation or commissioning of digital technology initiatives.
(am) Decked Carparking Reserve		Decked Carparking - Amount received from Landcorp in June 2006, set aside for Decked Carparking
(an) Specified Area Rates - Waterside Canals		Specified Area Rates - Waterside Canals - Future maintenance of canals.
(ao) Specified Area Rates - Port Mandurah Canals		Specified Area Rates - Port Mandurah Canals - Future maintenance of canals.
(ap) Specified Area Rates - Mandurah Quay Canals		Specified Area Rates - Mandurah Quay Canals - Future maintenance of canals.
(aq) Specified Area Rates - Mandurah Ocean Marina		Specified Area Rates - Mandurah Ocean Marina - Future maintenance/asset replacement at Mandurah Ocean Marina.
(ar) Specified Area Rate - Port Bouvard Canals		Specified Area Rate - Port Bouvard Canals - Future maintenance of canals.
(as) Specified Area Rate - Mariners Cove		Specified Area Rate - Mariners Cove - Future maintenance of canals.
(at) Specified Area Rate - Eastport		Specified Area Rate - Eastport - Future maintenance of canals.
(au) Sports Club Maintenance Levy Reserve		Sports Clubs Maintenance Levy - To maintain various city buildings leased to clubs
(aw) City Centre Land Acquisition Reserve		City Centre Land Acquisition Reserve - For future property purchases within the City Centre area
(ax) City Facility Relocation Reserve		City Facility Relocation Reserve - To fund long term strategic relocation of city facilities
(ay) Lakelands Community Infrastructure Reserve		Lakelands Community Infrastructure Reserve - Contribute to the construction of the community infrastructure on Lot 2300 Seppings Parade Lakelands
(az) Plant Reserve		Plant reserve - Replacement of heavy plant and equipment
(ba) Workers Compensation Reserve		Workers Compensation - For the purposes of funding previous year workers compensation claims that are open and still have costs required to be paid by the City of Mandurah.

9. FEES & CHARGES REVENUE

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
General purpose funding	670,913	641,600	764,000
Law, order, public safety	569,688	623,879	595,000
Health	202,375	207,000	190,000
Education and welfare	344,124	326,576	433,900
Community amenities	14,273,047	14,100,898	14,316,713
Recreation and culture	5,831,052	4,349,345	6,433,338
Transport	1,675,225	1,821,165	2,064,000
Economic services	1,547,813	1,451,605	1,776,000
Other property and services	94,040	132,348	173,620
	25,208,275	23,654,416	26,746,571

10. GRANT REVENUE

	Unspent grants, subsidies and contributions liability					Grants, subsidies and contributions revenue		
	Liability 1 July 2020	Increase in Liability	Liability Reduction (As revenue)	Total Liability 30 June 2021	Current Liability 30 June 2021	2020/21 Budget	2019/20 Actual	2019/20 Budget
By Program:	\$	\$	\$	\$	\$	\$	\$	\$
(a) Operating grants, subsidies and contributions								
Governance				0	0	2,025	5,856	2,000
General purpose funding	0	0	0	0	0	1,615,000	3,530,402	1,679,000
Law, order, public safety	0	0	0	0	0	144,921	359,119	193,440
Health	32,577	0	0	32,577	0	117,450	148,000	134,000
Education and welfare	0	0	0	0	0	57,415	135,500	42,400
Community amenities	0	0	0	0	0	122,660	139,929	102,600
Recreation and culture	6,676	0	(6,676)	0	0	928,219	1,755,280	1,028,454
Transport	16,167	0	(10,000)	6,167	0	298,844	310,669	291,420
Economic services	0	0	0	0	0	3,038	5,391	3,000
Other property and services	0	0	0	0	0	182,488	166,200	129,000
	55,420	0	(16,676)	38,744	0	3,472,058	6,556,346	3,605,314
(b) Non-operating grants, subsidies and contributions								
General purpose funding	0	8,450	0	8,450	0	0	0	0
Law, order, public safety	0	0	0	0	0	0	0	200,000
Recreation and culture	5,212,568	0	(5,158,590)	53,978	0	13,133,930	1,192,440	6,786,000
Transport	83,230	0	0	83,230	0	3,303,834	2,982,162	3,390,000
Other property and services	100,000	0	(100,000)	0	0	100,000	1,447,079	381,000
	5,395,798	8,450	(5,258,590)	145,658	0	16,537,764	5,621,681	10,757,000
Total	5,451,218	8,450	(5,275,266)	184,402	0	20,009,822	12,178,027	14,362,314

(c) Unspent grants, subsidies and contributions were restricted as follows:

	Budget Closing Balance 30 June 2021	Actual Balance 30 June 2020
Unspent Grants Reserve	184,402	5,451,218
	184,402	5,451,218

**NOTES TO AND FORMING PART OF THE BUDGET
FOR THE YEAR ENDED 30 JUNE 2021**

11. REVENUE RECOGNITION

SIGNIFICANT ACCOUNTING POLICIES								
Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:								
Revenue Category	Nature of goods and services	when obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Revenue recognition
Rates	General Rates	Over time	Payment dates adopted by Council during the year	None	Adopted by Council annually	When taxable event occurs	Not applicable	When rates notice is issued
Specified area rates	Rates charge for specific defined purpose	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by Council annually	When taxable event occurs	Not applicable	When rates notice is issued
Service charges	Charge for specific service	Over time	Payment dates adopted by Council during the year	Refund in event monies are unspent	Adopted by Council annually	When taxable event occurs	Not applicable	When rates notice is issued
Grant contracts with customers	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants, subsidies or contributions for the construction of non-financial assets	Construction or acquisition of recognisable non-financial assets to be controlled by the local government	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Set by mutual agreement with the customer	Based on the progress of works to match performance obligations	Returns limited to repayment of transaction price of terms breached	Output method based on project milestones and/or completion date matched to performance obligations as inputs are shared
Grants with no contract commitments	General appropriations and contributions with no reciprocal commitment	No obligations	Not applicable	Not applicable	Cash received	On receipt of funds	Not applicable	When assets are controlled
Licences/ Registrations/ Approvals	Building, planning, development and animal management, having the same nature as a licence regardless of naming	Single point in time	Full payment prior to issue	None	Set by State legislation or limited by legislation to the cost of provision	Based on timing of issue of the associated rights	No refunds	On payment and issue of the licence, registration or approval
Pool inspections	Compliance safety check	Single point in time	Equal proportion based on an equal annually fee	None	Set by State legislation	Apportioned equally across the inspection cycle	No refunds	After inspection complete based on a 4 year cycle
Other inspections	Regulatory Food, Health and Safety	Single point in time	Full payment prior to inspection	None	Set by State legislation or limited by legislation to the cost of provision	Applied fully on timing of inspection	Not applicable	Revenue recognised after inspection event occurs
Waste management collections	Kerbside collection service	Over time	Payment on an annual basis in advance	None	Adopted by Council annually	Apportioned equally across the collection period	Not applicable	Output method based on regular weekly and fortnightly period as proportionate to collection service
Waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	Adopted by Council annually	Based on timing of entry to facility	Not applicable	On entry to facility
Airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	Adopted by Council annually	Applied fully on timing of landing/take-off	Not applicable	On landing/departure event
Property hire and entry	Use of halls and facilities	Single point in time	In full in advance	Refund if event cancelled within 7 days	Adopted by Council annually	Based on timing of entry to facility	Returns limited to repayment of transaction price	On entry or at conclusion of hire
Memberships	Gym and pool membership	Over time	Payment in full in advance	Refund for unused portion on application	Adopted by Council annually	Apportioned equally across the access period	Returns limited to repayment of transaction price	Output method over 12 months matched to access right
Fees and charges for other goods and services	Cemetery services, library fees, reinstatements and private works	Single point in time	Payment in full in advance	None	Adopted by Council annually	Applied fully based on timing of provision	Not applicable	Output method based on provision of service or completion of works
Sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	Adopted by Council annually, set by mutual agreement	Applied fully based on timing of provision	Returns limited to repayment of transaction price	Output method based on goods
Commissions	Commissions on licencing and ticket sales	Over time	Payment in full on sale	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

12. OTHER INFORMATION

	2020/21 Budget	2019/20 Actual	2019/20 Budget
	\$	\$	\$
The net result includes as revenues			
(a) Interest earnings			
Investments			
- Reserve funds	400,000	360,000	750,000
- Other funds	460,000	300,000	755,000
Late payment of fees and charges *	100,000	30,046	100,000
Other interest revenue (refer note 1b)	500,000	671,506	640,000
	1,460,000	1,361,552	2,245,000
(b) Other revenue			
Reimbursements and recoveries	235,500	263,800	141,500
	235,500	263,800	141,500
The net result includes as expenses			
(c) Auditors remuneration			
Audit services	151,875	70,449	150,000
	151,875	70,449	150,000
(d) Interest expenses (finance costs)			
Borrowings (refer Note 6(a))	1,127,642	523,662	1,049,632
Interest expense on lease liabilities	106,451	120,795	0
	1,234,093	644,457	1,049,632
(e) Elected members remuneration			
Meeting fees	427,651	339,676	410,280
Mayor/President's allowance	93,253	84,144	89,679
Deputy Mayor/President's allowance	25,938	19,217	25,096
Elected members allowance	38,498	75,401	38,500
Training and development	60,750	14,349	60,000
Travelling and telecommunications expenses	20,250	3,409	20,000
	666,340	536,196	643,555
(f) Low Value lease expenses			
Office equipment	275,389	262,275	0
Gymnasium equipment	17,079	16,265	0
	292,468	278,540	0

* The City has resolved to charge interest under section 6.13 for the late payment of any amount of money at 7%.

13. TRUST FUNDS

Funds held at balance date over which the local government has no control and which are not included in the financial statements are as follows:

Detail	Balance 30 June 2020	Estimated amounts received	Estimated amounts paid	Estimated balance 30 June 2021
	\$	\$	\$	\$
Mandurah Visitor Centre	1,668	0	0	1,668
Cash in Lieu POS Contributions	812,894	0	0	812,894
	814,562	0	0	814,562

14. SIGNIFICANT ACCOUNTING POLICIES - OTHER INFORMATION**GOODS AND SERVICES TAX (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a budget in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

COMPARATIVE FIGURES

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

BUDGET COMPARATIVE FIGURES

Unless otherwise stated, the budget comparative figures shown in the budget relate to the original budget estimate for the relevant item of disclosure.

15. BUDGET RATIOS

	2020/21 Budget	2019/20 Actual	2018/19 Actual	2017/18 Actual
Operating Surplus	(0.22)	(0.17)	(0.07)	(0.07)
Funds After Operations	(0.89)	(0.65)	(0.81)	(0.79)
PPE	(0.0033)	0.0022	0.0075	(0.006)
Infrastructure	0.0094	(0.0125)	(0.0107)	0.1528
Cash Reserves	0.19	0.30	0.21	0.27
Borrowings	0.35	0.33	0.43	0.45
Debt Servicing	0.08	0.09	0.08	0.09
Average Rates Residential Improved	\$ 1,534	\$ 1,587	\$ 1,457	\$ 1,423
Average Rates Residential Vacant	\$ 2,095	\$ 1,929	\$ 2,040	\$ 1,925
Average Rates Business Improved	\$ 14,467	\$ 14,403	\$ 12,973	\$ 11,218
Average Rates Business Vacant	\$ 5,361	\$ 4,555	\$ 4,693	\$ 4,774
Average Rates Urban Development	\$ 37,513	\$ 37,792	\$ 28,000	\$ 37,786

The ratios are calculated as follows:

OPERATIONS

Operating Surplus $\frac{\text{Adjusted underlying surplus (or deficit)}}{\text{Adjusted underlying revenue}}$

Funds After Operations $\frac{\text{Funds remaining after operations}}{\text{General funds}}$

ASSET RATIOS

PPE $\frac{\text{Closing WDV value of PPE less Opening WDV value of PPE}}{\text{Opening WDV value of PPE}}$

Infrastructure $\frac{\text{Closing WDV Infrastructure less Opening WDV infrastructure}}{\text{Opening WDV Infrastructure}}$

FINANCING RATIOS

Cash Reserves $\frac{\text{Discretionary Reserve Balance}}{\text{General Funds}}$

Borrowings $\frac{\text{Principal outstanding}}{\text{General funds}}$

Debt Servicing $\frac{\text{Principal and interest due}}{\text{General funds}}$

RATES RATIOS

Average Rates $\frac{\text{Rate revenue per category}}{\text{Number of properties per category}}$

Capital Works Budget 2020-21														
LTFF Works Class	Asset Type	Sub-Program	LTFF Renewal/ Upgrade Funding	Project Title (LTFF)	Project Summary/ Description	Values								
						Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Coll	
LTFF New	Buildings			Community Sport and Recreation Facility Fund Program - Small Grants	To pre allocate an amount of money for the sport and recreation club requests through the Community Sport and Recreation Facility Fund.	160,119							160,119	
				Installation of Air Conditioning at Halls Head Parade Community and Sports Facility	Installation of air conditioner system at the Mandurah Yacht Club and include air conditioning 2 hour timer switch	48,035							48,035	
				MARC - Aquatic Plant Rooms Automatic Pool Acid Feed System	MARC - Aquatic Plant Rooms Automatic Pool Acid Feed System to minimise the chemical & manual handling requirements of the acid delivery to the pools from each of the 3 plantrooms.	5,337							5,337	
				MARC - Handstands for Pool Blankets	To provide storage space/area for pool blankets.	10,674							10,674	
				MARC CCTV Aquatic Facilities	MARC CCTV Aquatic Facilities Aquatics The use of CCTV has been used recently to assist with investigations into deaths in aquatic areas. CCTV was used to establish circumstances and causes. The use of CCTV protected the staff and brand to the wider community. There have been a number of issues recently where the use of CCTV would have been useful to establish circumstances and causes of incidents such as - staff incident resulting in workers compensation, customer slips and spills resulting in insurance claims, accusations against children and inappropriate behaviour (pelting toms) CCTV will offer protection of City of Mandurah staff and brand.	32,024							32,024	
				Open Atrium Ablution Solar Plan	Demolish existing ablution & construct new at 21 Flinders St. Falcon. Design complete Solar PV installation at various City buildings/sites.	298,889					80,000	200,000		18,889
						64,048					60,000			4,048
				Total		619,126					140,000	200,000		279,126
		Drainage			DR Estuary View Road Flooding Stage 2	Second stage of resolving a flooding issue on Estuary View Road. Residential flooding alleviation, installation of underground storage. Stage 1 undertaken in FY19/20.	65,024							65,024
						65,024								65,024
		Furniture & Equipment			MARC Pool Covers Leisure Exercise Pool	MARC Pool Covers Program Pool to assist with the condensation issues experienced in the MARC Aquatic Pool Hall, Office & Administration Offices.	24,552							24,552
					MARC Pool Covers Program Pool	MARC Pool Covers Program Pool to assist with the condensation issues experienced in the MARC Aquatic Pool Hall, Office & Administration Offices.	37,361							37,361
					Sign / sticker printer	Purchase a printer that can print our own signage overlays, and also cut vinyl for street name blades and other sticker needs (including all fleet stickers).	37,930							37,930
				Total		99,843								99,843
		Other			Christmas Decorations 2020	Implementation of the City's Christmas Strategy to decorate within the City, along Eastern Foreshore, Mandjar Square and Stingray Point.	213,492							213,492
					WMC Recycling Shed - Thermal Cameras	Installation of 3 thermal and 1 HD overview CCTV cameras within recycling shed at WMC. Includes networking to existing telecommunication systems onsite.	-	32,000						-
				Total		213,492	32,000							213,492
		Parks			EBQ New Program	EBQ New Program - refer to Appendix C.	53,374							53,374
					Enclosed Dog Park	Proposal is for the development of a fully fenced dog park.	213,492						200,000	13,492
					Major Public Artworks	Cumulative funds to commission large scale public artworks.	125,000							125,000
					Shade Sails New Program	Shade Sails New Program - refer to Appendix C.	113,086							113,086
					Water Fountains New Program	Water Fountains New Program - refer to Appendix C.	56,544							56,544
				Total	Westbury Way Reserve Revegetation Plan (Offset) Capital	Westbury Way Environmental Offset delivery - Stage 3 of conservation fencing.	21,486							21,486
				Total		582,982						200,000		382,982
		Plant & Machinery			DUAL CAB 2X4 UTILITY - FACILITIES MANAGEMENT OFFICER	DUAL CAB 2X4 UTILITY - Facilities Management Officer.	36,000							36,000
				Parks & Mowers - New 7 - Natural Areas	SPRAY REEL - Natural Areas	14,000							14,000	
				Positrac Skid New	Works Construction - Positrac Skid. Steer digger with 2m Bucket, Forklift attachment, Sweeper attachment and 4 in 1 grabber attachment. Also attachments required for profiling existing asphalt.	120,000							120,000	
				TRAILER MOUNTED HPM WATER CLEANER HOT AND COLD	TRAILER MOUNTED HPM WATER CLEANER HOT AND COLD - Facilities Management Officer.	36,000							36,000	
			Total		206,000								206,000	
	Roads			Lighting	MARC Carpark Additional Lights. The extended MARC Carpark into Rigel Reserve has proved to be well utilised but has no lighting that causes a safety concern for centre patrons during hours of darkness.	21,675							21,675	
					Annual new street lighting program. Provide street lighting improvements as required. Program still to be determined.	162,558							162,558	
				Total		184,233							184,233	
				Other	The construction of a new shared parking and fire track training facility on Bortolo Reserve North.	417,233					350,000		67,233	
				Paths	SP Shared/Cycle Paths New Program	650,230		20,000					630,230	
			Total		650,230		20,000						630,230	
				SF Street Furniture New Program	Street furniture and bus stop infrastructure. Locations will be selected depending upon priority and community requests.	65,024							65,024	
				WMC Loading Area - Column Protection	Installation of bollards to protect the three columns that support the suspended concrete slab in the WMC loading area.	35,000					35,000		-	
			Total		100,024						35,000		65,024	
LTFF New Total						3,138,187	32,000	20,000			175,000	750,000	2,193,187	
LTFF Renewal/Upgrade Program	Boardwalks		20,871	Boardwalk replacement - Asset ID 10295	Replacement of damaged timber boardwalk located in Greenfields.	-	-				50,000		-	
				Boardwalk Replacement Program	Renewal of the City's boardwalks.	-	-				650,000		-	
				Riverside Gardens Boardwalk	Riverside Gardens Boardwalk (Stage 1 Boardwalk Renewal).	22,416						21,000	1,416	
		Total			22,416					745,000		1,416		
	Bridges			Bridge Works								50,000		

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Colf	
LTFP Renewal/Upgrade Program	Bridges	Total				-	50,000						-	
	Buildings		828,083	Mandurah Community Museum Roof Replacement	Replacement of roof cladding over the Administration area, rear garage and side of classroom.	160,119					100,000		60,119	
				Abulion Refurbishment Program	Refurbishment of Abulions includes civic building, Caddabup Foreshore and Avalon Foreshore in 2020-2021.	-	750,000						-	
				Admin & Civic Building Refurbishment	Refurbishment of the Administration and Civic Buildings.	-	150,000						-	
				Admin Building Redesign	Including cubicles and carpet replacement.	-	250,000						-	
				Administration Building - Foyer Security	Security Upgrade to the City's Administration Building Foyer.	80,059					50,000		30,059	
				Administration Centre External Painting Project	Repainting of external fabric, walls, planter walls, steel post, beams etc.	84,329							84,329	
				Air Conditioning Replacement	Renewal of air conditioning systems.	-	85,000						-	
				Billy Dower Building Upgrade	Refurbishment of Billy Dower Centre.	-	150,000						-	
				Bortolo Pavilion Internal Refurb	Refurbishment of Bortolo Reserve Pavilion.	-	125,000						-	
				Cabinetry Replacement Program	Renewal of cabinetry.	-	70,000						-	
				CC TV Replacement Program	-	-	40,000						-	
				CCTV Upgrade at Meadow Springs Sports Facility	CCTV Upgrade at Meadow Springs Sports Facility.	21,350							21,350	
				Civic Building- Rates Team work area and meeting room	HVAC Replacement for Rates Team work area and meeting room.	-	10,000						-	
				Civic Building-Mayors Office Reconfiguration	Reconfiguration of the Mayors office and associated office to accommodate staff.	53,373					50,000		3,373	
				Community Sport and Recreation Facility Fund Program - Small Grants Upgrade	-	-	70,000						-	
				Dudley Park Bowling Club Floor Replacement	Renewal of Dudley Park Bowling Club Floor.	-	65,000						-	
				Enclose the verandah at the Mandurah Family History Society	-	-	8,000						-	
				External Painting Program	External painting of the City's buildings.	-	25,000						-	
				Falcon E -Library ACPI Replacement	Replacement of ACPI unit at Falcon E Library.	-	55,000						-	
				Falcon Pavilion Ice Rink Roof Project	Replacement of corridor pavilion roof cladding.	77,524					50,000		27,524	
				Fire System Replacement Program	Renewal of Fire System equipment.	-	30,000						-	
				Floor Covering Replacement Program	Renewal of floor coverings.	-	850,000						-	
				Furniture & Equipment Various Building	Renewal of furniture and equipment in various buildings.	-	75,000						-	
				Health & Safety Improvements at Pottery Place	Removal of all child toilets / child washbasins (3) from store room and install new wash basin at standard height at the Mandurah Arts and Craft society (Pottery Place).	16,011							16,011	
				LED Buildings Plan	LED lighting retro fit.	-	80,000						-	
				Mandurah Bowling & Recreation Club - Bar Repairs	Rising damp treatment, fridge modification and replacement of floor coverings.	21,350							21,350	
				Mandurah Library HVAC	Replace AC162 at Mandurah Library.	-	95,000						-	
				Mandurah Ocean Marina Chalets - External Refurbishment	Replacement of corroded wall cladding / fixings and repainting of external walls.	160,119							160,119	
				MARC Clubrooms Function Room Acoustics	MARC Clubrooms Function Room has poor acoustics and limits the amount of use. The Function room space is ideal for gathering of up to 50 people but the sound quality makes it very hard to use. Space is ideal for training or seminars. Potential Occupational, Health & Safety issue.	-	30,000						-	
				MARC Leisure Pool Acoustic Detailed Design	MARC Leisure Pool Acoustic have under gone testing with operational noise levels measured at multiple points around the Pool Hall with a combination of patron noise & operational related (filters, water movement). These noise levels ranged from 75 to 82 dB(A), however were generally within the 60 dB(A) range. Detailed Design to be undertaken in 2020/21 year with installation work to be undertaken in 2021/22 year.	-	25,000						-	
				MARC Show Courts Lighting Control	Ability to control show court lighting individually.	-	20,000						-	
				Mariners Cove Gazebo Refurb.	Refurbishment of the Mariners Cove Gazebo.	-	200,000						-	
				Milgar St Reserve Water Service Replacement	Installation of compliant water service from Park Rd to Milgar St Abulion, Caddabup Park water bubbler & BMV facility.	21,350							21,350	
				MPAC HVAC Replacement	Replacement of MPAC HVAC systems.	-	1,000,000						-	
				Refurbishment of Museum Development Officer's Office	Create a space that is conducive to a positive work environment, is ergonomically appropriate and functional. This includes replacing the damaged ceiling, blocking the unused doorway between the two offices, installing a height adjustable desk and shelving units, and replacing the carpet.	-	28,000						-	
				Reserve Meter Replacement Program	Renewal of meters in the City's Reserves.	-	50,000						-	
				Roof Replacement Program	-	-	500,000						-	
				Ruahon Park Pavilion - External Coatings Refurbishment	Repainting of external finishes of main pavilion.	-	76,000						-	
				Seniors Centre Heating Cooling System Upgrade	Replace existing fan coil heaters and 2x evaporative cooling system with 4x cassette type split system units	48,035					45,000		3,035	
				Seniors Main Hall Parquet Floor Extension	Removal of carpet tiles surrounding edge of Main Hall dance floor and replace with matching parquet flooring.	-	54,000						-	
				Seniors Reception/Info Hub Desk	Design and supply counter/desk for Volunteers at Seniors Centre entry foyer.	-	12,000						-	
				Site Main Switchboard Program	Renewal of site main switchboards.	53,373							53,373	
				WMC - Upgrade Alarm System	Upgrade existing alarm system within gatehouse at WMC and install alarm intrusion protection to main tipping shed and recycling shed.	30,000							30,000	
				Total	For stage 3 of the consultancy services that will cover the final design of the remedial works needed. The budget also includes a preliminary estimation of the remedial works, based on previous experiences with similar structural problems and construction of retention walls.	827,392	4,978,000				295,000		532,392	
	Coastal & Estuary		310,910	Cambria Island abutment walls repair	Including concreting, picnic tables and shelters.	32,435							32,435	
				Kein Holmes Reserve POS Upgrade	Current WIFI footprint only onshore - extend WIFI coverage to include Main Marina, A to G Jeties and Dolphin Pool J Jetty.	97,306								97,306
				Marina Pens WIFI	-	20,000							20,000	
				South Harbour Paving Upgrade Stage 2	Stage 2 Upgrade South Harbour as per detailed design including removal of damaged pavements Florian Mews.	183,800						50,000	133,800	
				South Harbour Upgrade Stage 2 to 6	Stage 1 to 6 - Upgrade South Harbour as per detailed design (note Stage 1 allocated 19/20 Capital Budget of \$75,000).	-	200,000						-	
				Total		333,541	200,000					50,000	283,541	

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Colf				
LTFP Renewal/Upgrade Program	Drainage	Drainage	652,715	DR 264 Estuary Road	Reinstatement of verge swales.	81,278							81,278				
				DR Discretionary Drainage	Undertake any drainage requirements/emergencies that arise, not budgeted.	82,116									82,116		
				DR Halls Head Parade - Roberts Point	Re-design of car park layout to include resurfacing, drainage upgrades, PSP and footpath connectivity to new boardwalk.	73,693										73,693	
				DR Koolivda Street	Flood Prevention.	162,558										162,558	
				DR Leighton Road/Halls Head Parade	Installation of underground storage in Blue Bay Car Parking bays to remove reliance on beach outlet.	27,093										27,093	
				DR Northport Boulevard	Flood Prevention.	81,278										81,278	
				DR Rainbow Way Swale Reinstatement	Reinstatement of verge swales.	81,278										81,278	
				DR Yeeding Road	Flood Prevention.	108,371										108,371	
					WSUD - Batavia Ave	Catchment retrofit of Batavia Ave, Wannanup. Site previously identified in report to council in 2015.	707,665	150,000									707,665
					Total												150,000
Furniture & Equipment			51,905	Furniture & Equipment Renewal Program	Renewal of furniture and equipment as required.	55,508							55,508				
				Other Equipment	-										50,000		
				Total		55,508							55,508				
Other				Capacity Building Team Work Area Refurbish		-	35,000										
				Community Computer Desk Refurbishment	Replace the computer desk at Mandurah Library with height adjustable computer pods - three pods for public access computers and one pod for Online Public Access Catalogue (OPACS) computers. Each pod consists of three computer stations, all individually height adjustable, separated by screens for privacy. This will reduce the number of public access computers from 14 to 9, and OPACS from 4 to 3. Included in the project will be a custom built print release station (like that built at Lakelands Library). Carpet replacement for the area under the existing computer desk, and electrical work for the new pods.	-	40,000										
				MARC Stadium Court 3 Scoreboard Replacement	MARC Stadium Court 3 Scoreboard Replacement. Current Court 3 Scoreboard is approx. 18 years old & is old technology. Computronics no longer exist & spare parts cannot be sourced. Replace with the same scoreboards that are on Show Court 1 & 2 and Stadium Court 4.	-	10,000										
				Tims Thicket Septage Facility Upgrade (Re-budget)	Upgrade of the liquid waste infrastructure at the Tims Thicket Septage facility.	-	750,000										
Parks			1,122,224	Australis Circle Reserve	Upgrade irrigation and replant.	-	18,000										
				Avalon Foreshore Westview Parade Stage 2	Finalisation of the access improvement and facilities to the Avalon foreshore lookout area.	-	50,000										
				BBQ Replacement Program	Renewal of BBQs within the City.	-	150,000										
				Blywood Park, Dudley Park	Upgrade as outlined in masterplan.	-	300,000										
				BMX Track Renewal Program	Resurfacing and resloping of BMX and pump tracks.	56,544										56,544	
				Bortola Park Drainage Basin	Stage 1 of 3. Rehabilitation of existing re-contoured drainage basin next to Murdoch Drive. Total project cost \$200,000.	-	80,000										
				Cemetery - Upgrade of lakes	Re-line and kerb cemetery lake surrounds, large and small front lakes.	96,124										96,124	
				Clipper Street to Overby Street, Halls Head	Coastal Fencing - replace Clipper St to Overby St, Halls Head.	-	50,000										
				Dreweville Cdf - North and South Revegetation	Replanting native vegetation both sides of Dreweville Channel berms.	-	40,000										
				DR Sump Fencing	Replacement of fencing around sumps as programmed.	-	50,000										
Falcon Bay Upgrade - Stage 4 of 5	Continuation of landscape upgrade including new path network and access to beach, shelters, seating areas, playground, shade structures, decking and dune stabilisation via planting and trees.	339,261									300,000	39,261					
Falcon Oval Well	Upgrade historical Falcon stock well site.	-	7,500														
Gallop Reserve	Stage 2. Upgrade to existing bore/irrigation and reserve facilities including path connections, sports court, tree planting, irrigated turf areas.	-	100,000														
Gordon Road	Streetscape improvements Education Drive to Lakes Road.	-	200,000														
Halls Cottage Fencing	The timber fence and gate at Halls Cottage needs replacing. The gate is heavy and an OSH risk for anyone attempting to open it. The fence and gate will need to be replaced within the heritage style it is constructed in.	53,373										53,373					
Henson Street Reserve	Henson St Reserve. Removal of old fence and installation of new pine log posts.	-	22,000														
Heritage Reserve universal access improvements	Heritage Reserve universal access improvements	-	60,000														
Lakes Cemetery Fencing - renewal	Supply and install post and rail fence to southern surrounds of Lakes Cemetery.	35,057										35,057					
Lavender Gardens - Track Resurface	The redesign and resurface of the BMX track in Lavender Gardens.	-	60,000														
Lavender Gardens Reserve	BMX track resurface.	-	50,000														
Marlee Reserve site furniture	Upgrade site furniture at Marlee Reserve. Parklands.	-	30,000														
McLennan Reserve	Final stage of upgrade and hydrozone.	-	85,000														
Meadow Springs Turf Wicket	Upgrade turf wicket at Meadow Springs.	-	10,000														
Melaleuca Tce - Replace broken pine fencing	Replace broken pine fence, 500 metres.	67,852										67,852					
Medin Street Activation Plan - Implementation	Implementation of Medin Street Reserve Activation Plan.	-	10,000														
Middleton Loop, Meadow Springs	Middleton Loop park improvement Reserve R69192 located at far end of street.	-	10,000														
Novara Foreshore Stage 4	Continuation of landscape upgrade including new path network, shelters and seating areas, nyungar interpretive signage and totems, viewing deck and estuary edge stabilisation with native sedges, planting and trees.	452,348										400,000	52,348				
Ocean Road Oval Modifications	Alterations to the oval northern retaining wall and removal of the Florida Estate entry wall, changes to turf, reticulation modifications, reinstatement feature and rebuild retaining wall in new alignment. This is to extend turf playing surface to enable a full size rugby pitch.	-	100,000														
Old Coast Road Landscaping	Landscaping Old Coast Road verge adjacent to Parkland Villas (Leisure Way to McLennan Rd), to complement existing landscape treatments as this is the main southern entry to the City Centre.	-	135,000														
Old Coast Road/Wilderness Drive - Playground Renewal	Resolve flooding issues.	31,665										31,665					
Orton Road Reserve	Orton Road Reserve improvements.	-	30,000														
Pump Station Replacement of Pumps	Replace Pump Station pumps as determined by the City's Drainage team Pump Replacement Program.	46,599															
Rakwa Reserve and Bridgewater South Replace Fencing	Rakwa Reserve \$5,000 and Bridgewater South \$5,000.	33,026															
Replace fencing	Bridgewater South - Replace fencing.	-	25,000														
Reverside Gardens Foreshore park furniture	Continue upgrade of park furniture to meet current standards for shelters/picnic table settings.	-	45,000														
San Remo deck modifications	Make the access ramp compliant.	11,308										11,308					

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Colf				
LTFP Renewal/Upgrade Program	Parks			Seaspace Village Precinct - Shade Structure Refurbishment	Dismantle and remove shade structure. Blast and re-galvanise steel frame. Re-erect on site. Supply / fix new custom orb roof sheeting.	32,024							32,024				
				Shade Sail Renewal Program	Renewal of shade sails.	56,544								56,544			
					Silver Sands Reserve	Stage 1 of park upgrade including changes to playground, paths, seating, shelter, shade sails and tree planting.	-	75,000						-			
					SL Sports Lighting Replacement Program	Replacement of sports lighting.	-	6,000							-		
					Suncrest Meander Park - Upgrade	Improvements to play area elements, nature play plus swing, BBQ and replacement of tennis and basketball court surfaces.	-	150,000							-		
					Tickner Reserve Final Stage	Final stage landscape upgrade including path connections, additional planting, mulch, exercise equipment and shade.	-	175,000							-		
					Traits Development Plan	Construction/upgrade of trail networks/trail heads/bike tracks.	-	50,000							-		
					Upgrade of play equipment at Hennessy Res	Upgrade of play equipment at Hennessy Res.	-	20,000							-		
					War Memorial - Redesign and replace resculption	War Memorial - Redesign and replace resculption.	22,618								22,618		
					Westbury Way POS South side	Commence POS upgrade to south side.	-	155,000							-		
					Woodlands Reserve Stage 4	Path connection, concrete edge, mulch, sedges and trees.	-	30,000							-		
					Yalgor Heights Reserve - Playground Renewal	Remove equipment and combine with Wilderness Drive.	31,665								31,665		
					Total		1,366,908	2,358,500						700,000	666,908		
		Plant & Machinery	Plant & Machinery		3,300,000	BOVAG BW24R MULTI TYRE ROLLER	WORKS CONSTRUCTION	186,506							140,606		
						2T TANDEM TIPPER - CIVIL CONSTRUCTION (DRAINAGE)	CIVIL CONSTRUCTION (DRAINAGE)	8,646								7,316	
						2T TANDEM TIPPER - CIVIL MAINTENANCE	CIVIL MAINTENANCE	11,603								9,343	
						BOX TOP 2000KG - CITYBUILD	CITYBUILD	4,790									4,030
						BOX TOP 2000KG - CIVIL CONSTRUCTION (DRAINAGE)	CIVIL CONSTRUCTION (DRAINAGE)	5,498									4,798
						BOX TOP 2000KG - WORKS CONSTRUCTION	WORKS CONSTRUCTION	4,998									7,798
						EARLEX ELECTRIC SPRAY UNIT - CITYBUILD	CITYBUILD	7,755									7,115
						FLAT TOP 1500KG - WORKS CONSTRUCTION	WORKS CONSTRUCTION	3,900									3,200
						FORD RANGER - PARKS CENTRAL	PARKS CENTRAL	39,375									20,460
						FORD MONDEO - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	35,372									19,455
						FORD RANGER - CIVIL MAINTENANCE	CIVIL MAINTENANCE	38,117									18,367
						FORD RANGER - EMERGENCY MANAGEMENT SDBFB	EMERGENCY MANAGEMENT SDBFB	39,450									19,730
				FORD RANGER - HEALTH SERVICES	HEALTH SERVICES	39,154									20,345		
				FORD RANGER - LANDSCAPING SERVICES	LANDSCAPING SERVICES	32,359									16,814		
				FORD RANGER - MARINA AND DEPOT	MARINA AND DEPOT	38,505									19,888		
				FORD RANGER - PARKS ASSETS	PARKS ASSETS	38,213									19,905		
				FORD RANGER - PARKS CENTRAL	PARKS CENTRAL	30,633									15,916		
				FORD RANGER - PARKS MAINTENANCE - RETIC	PARKS MAINTENANCE - RETIC	183,855									121,967		
				FORD RANGER - PARKS NORTHERN	PARKS NORTHERN	33,515									17,415		
				FORD RANGER - PARKS PROJECTS	PARKS PROJECTS	37,544									15,314		
				FORD RANGER - PARKS SOUTHERN	PARKS SOUTHERN	73,025									37,948		
				FORD RANGER - RECREATION SERVICES COORDINATOR	RECREATION SERVICES COORDINATOR	34,700									18,600		
				FORD RANGER - WASTE MANAGEMENT	WASTE MANAGEMENT	38,653									19,370		
				FORD RANGER - WORKS CONSTRUCTION	WORKS CONSTRUCTION	40,350									20,920		
				HOLDEN COLORADO - RANGERS	RANGERS	36,500									19,678		
				HOLDEN COLORADO - SURVEYING SERVICES	SURVEYING SERVICES	37,574									20,218		
				HOLDEN TRAILBLAZER - WORKS AND SERVICES	WORKS AND SERVICES	37,773									19,514		
				HYUNDAI I30 - WORKS AND SERVICES	WORKS AND SERVICES	23,457									14,795		
				ISUZU DMAX - PARKS ASSETS	PARKS ASSETS	31,576									16,407		
				KOMATSU WA200P4 WHEEL LOADER	WORKS CONSTRUCTION	276,555									197,150		
				KUBOTA OFD 72 INCH - CAB-TRAILER - PARKS ASSETS	PARKS ASSETS	72,000									64,500		
				KUBOTA OFD 72 INCH - PARKS NORTH	PARKS NORTH	31,901									24,401		
				KUBOTA ZERO TURN 72 INCH - PARKS SOUTH	PARKS SOUTH	25,943									19,943		
				Light Passenger Vehicles - New 2	(Blank)	-									-		
				Light Passenger Vehicles - New 6 - Sustainable Development Ranger Services	TOYOTA PRIUS C BASE MODEL - Sustainable Development Ranger Services	-		22,000							-		
				LUGGAGE TRAILER SINGLE AXLE 2000KG - PARKS ASSETS	PARKS ASSETS	6,710									5,620		
				MAZDA CX-5 - PEOPLE AND COMMUNITIES	PEOPLE AND COMMUNITIES	30,531									15,029		
				MAZDA CX-5 - STRATEGY AND BUSINESS PERFORMANCE	STRATEGY AND BUSINESS PERFORMANCE	32,417									15,957		
				MAZDA CX-5 - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	127,782									65,893		
				MAZDA CX-5 - WORKS AND SERVICES	WORKS AND SERVICES	95,685									47,100		
				MITSUBISHI OUTLANDER - PEOPLE AND COMMUNITIES	PEOPLE AND COMMUNITIES	28,441									16,626		
				MITSUBISHI OUTLANDER - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	27,488									16,069		
				MITSUBISHI OUTLANDER - WORKS AND SERVICES	WORKS AND SERVICES	60,810									35,367		
				MITSUBISHI TRITON - PARKS PROJECTS	PARKS PROJECTS	29,300									15,650		
				MOWING 4500KG - PARKS NORTHERN	PARKS NORTHERN	16,968									13,928		
				MOWING 4500KG - PARKS SOUTHERN	PARKS SOUTHERN	33,936									27,856		
				ROBIN TRASH PUMP - CIVIL CONSTRUCTION (DRAINAGE)	CIVIL CONSTRUCTION (DRAINAGE)	7,364									6,474		
				TORO REELMASTER 7000 - PARKS ASSETS	PARKS ASSETS	86,376									64,126		
				TOYOTA HIACE - PARKS MAINTENANCE - RETIC	PARKS MAINTENANCE - RETIC	98,921									36,076		
				TOYOTA HIACE 12 SEAT BUS - EMERGENCY MANAGEMENT	EMERGENCY MANAGEMENT	72,893									49,017		
				TOYOTA PRADO - MAYORS OFFICE	MAYORS OFFICE	58,654									34,287		
				TOYOTA RAV4 - SUSTAINABLE DEVELOPMENT	SUSTAINABLE DEVELOPMENT	61,613									33,173		
				TURF CUTTER - PARKS SOUTH	PARKS SOUTH	8,642									7,642		
				VERTI MOWER - PARKS ASSETS	PARKS ASSETS	7,000									6,600		
				VOLKSWAGEN GOLF - WORKS AND SERVICES	WORKS AND SERVICES	28,703									16,779		
				VW Golf - WORKS AND SERVICES	WORKS AND SERVICES	23,605									13,986		
				WASTECH CONVERTED DOLLY TRAILER - WMC	WMC Upgrade Compaction Trailers	33,437							27,951		-		
				WASTECH SEMI TRAILER - WMC	WMC Upgrade Compaction Trailers	287,087							35,527		-		
				WASTECH SEMI TRAILER - WMC	WMC Upgrade Compaction Trailers	297,087							35,327		-		
				Total		3,100,856		44,000				1,020,582	531,471		1,548,823		

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Colf		
LTFP Renewal/Upgrade Program	Roads	Bus Shelters		SF Street Furniture Renewal Program	Renewal of street furniture and bus stop infrastructure.	-	30,000						-		
		Total				-	30,000						-		
		Carparks	82,317	CP Halls Head Parade - Roberts Point	Re-design of car park layout to include resurfacing, drainage upgrades, PSP and footpath connectivity to new boardwalk.	88,865								88,865	
		Construction	1,602,329	RC Old Coast Rd/Mary St Roundabout	Extension of south bound merge point.		350,000							88,865	
				RR Peel Street	Upgrade and realign Peel Street - RRG.	812,789		500,000					250,000	62,789	
		Total												62,789	
		Drainage		DR Drainage Upgrade Program	Drainage Upgrade program.		750,000								-
		Total													-
		Lighting	396,747	Reserve Lighting Program	Renewal of reserve lighting.		200,000								-
				SL Carpark Lighting Replacement Program	Renewal of carpark lighting.		58,711								58,711
		SL Light pole replacement	Replace rusted light poles with Swivel Poles - Parks and Reserves.		53,373								53,373		
		SL Mandurah Marina canal light pole rectification	Mandurah Marina canal light pole rectification.		18,147								18,147		
		SL Mandurah Scoop Lighting Replacement	Replacement of decorative lighting to Scoop roundabout.		80,059								80,059		
		SL Parks and Reserves LED Program	Parks and Reserves LED programme- Replace Mercury Vapour luminaire with LED luminaires.		106,746						100,000		6,746		
		SL Rushton Sports Flood Lighting - Replacement	Replacement of all sports flood lighting in the Rushton Sporting Precinct (3 bowls).		53,373								53,373		
		SL Upgrade of the older lighting Poles on Peetwood Reserve Oval 2	Upgrade of the older lighting towers on Peetwood Reserve Oval 2 to bring the oval up to 100 lux standards for community sport.		165,000								165,000		
		Street Lighting Replacement Program	Renewal of street lighting.		423,782	365,000					100,000		323,782		
Total													162,558		
Other	417,809	TM Discretionary Traffic Management Program	Installation of traffic management as required.		162,558	150,000							12,558		
		Mandurah Road Median	Gordon Road to Singleton.												
		Pinjarra Road East - Median Stage 3	Finalisation of landscape upgrade treatment to Pinjarra Road east median Streetfront to Rio Grande.		33,926								33,926		
		TM Merlin St/Mastral St Roundabout	Installation of new roundabout.		243,837						200,000		43,837		
		TM Spinaway Parade Plateau	Raised plateau installation Falcon Bay.			25,000									
		TM Traffic Management New Program	Program for traffic management projects as identified.												
Total						440,321	575,000				200,000		240,321		
Paths	108,041	Baloo Crescent Footpath Renewal				20,000									
		Boundary Road PAW	Coolbah Ave to Oak Ave.			38,000									
		Cox Bay Footpath Renewal	Replace with new red asphalt path to include line marking for shared use.			182,000									
		Pallas Way PAW	Pallas Way to Troy Place PAW.			12,000									
		Pedestrian Crossing Upgrades	Upgrade various pedestrian crossings to accessibility standards.			50,000									
		Pleasant Grove PDS				25,000									
		SP Cox Bay Footpath Renewal	Replace with new red asphalt path to include line marking for shared use.		117,041								117,041		
		SP Estuary Road Footpath Renewal	The footpath that runs between Estuary Rd and the jetty has significant damage throughout the length of the path.			50,000									
		SP Old Coast Road Footpath Renewal	The footpath that runs along Old Coast Rd, Halls Head (between Merlin St & Seascaapes Blvd) has very significant damage throughout the length of the path.			100,000									
		SP Shaved Path Renewals	Renewal of existing paths that have reached the end of their useful lives.			250,000									
Total						117,041	735,000						117,041		
Rehabilitation	1,923,291	RR Catalina Dr/Badenup Ave Roundabout	Full rehabilitation of roundabout to include approach legs. May also include lighting upgrade (TRC) - RZR.		596,045		550,000						46,045		
		Bortolo Drive	Widen and install edge line and unbroken separation line on Bortolo Dr between Exchequer Ave and Dalton Way.			700,000									
		Coolbah Drive Stage 3	Road renewal to complete project and previous work.			1,000,000									
		Coolbah Ave Stage 2	Reconstruct Coolbah Avenue between No. 43 and No. 63.			890,000									
		Gullardon Terrace/Karinya Way	Realign Road to mitigate tree root damage and issues.			550,000									
		Peel St/Ormsby Tce Roundabout	Rehabilitate Peel Street/Ormsby Terrace roundabout. The scope extends from 1 Ormsby Terrace to the CoM administration building and from 52 Ormsby Terrace to 58 Ormsby Terrace.			1,020,000									
		RR Cress Lane	Reconstruct Cress Lane between Avalon Parade and Longboard Cove.			160,000									
		RR Guava Way	Rehabilitate Guava Way between Peetwood Parade and Waltham Street.			205,000									
		RR Leslie Street	Renew Leslie Street - RRG.		812,789		500,000					250,000	62,789		
		RR Old Coast Rd - Cossack Way to Shoshone View	Renew Old Coast Road in Dawesville from Cossack Way to 6 Shoshone View. Rehabilitate eastern side.		270,930						100,000		170,930		
		RR Old Coast Road/Albany Drive	Reduce left turn pocket and resurface Old Coast Road with chip seal. Intersection lighting upgrade with Albany Drive - RZR.		140,883		120,708						20,175		
		RR Pinjarra Road Stage 2	Renew Pinjarra Road - RRG.		812,789		500,000					250,000	62,789		
		RR Sticks Boulevard	Realign Sticks Boulevard and CAP roads in front of No. 55 and 57, to provide more clearance to a large Eucalyptus tree.			320,000									
		RR Thera St Stage 2	Mill and fill Thera Street between Crusader Street and Koolinda Street. Full pavement reconstruction for southbound lane from 28B to Koolinda Street - RZR.		184,233		170,000						14,233		
		RR Tims Thicket Road	Reconstruct Tims Thicket Road between No. 65 and Ridgewood Drive, including the Jandu Way and Ridgewood Drive intersections and channelisation.			540,000									
		Wanjep Street Stage 1	Reconstruct Wanjep Street between Steerforth Drive and No. 192 (seal change).			750,000									
Total						2,817,669	6,135,000	1,840,788			100,000	500,000	376,961		
Reseals	905,042	Roads Renewal - Reseal	20/21 R & U - refer to Appendix B.		980,765		326,716						654,049		
Total						980,765	326,716						654,049		
LTFP Renewal/Upgrade Program Total						12,095,518	18,350,500	2,667,424		1,020,562	1,226,471	1,521,000	5,660,061		
Major Projects Approved LTFP	Parks	Total		Eastern/Western Foreshore	Including Eastern Foreshore South and Western Foreshore Recreation Precinct. Playground and picnic area improvements, expansion to open space area and renewal of toilet facilities.	9,385,000		7,500,000				1,500,000	385,000		
		Construction		RR Pinjarra Road Stage 1	Upgrade Pinjarra Road - RRG.	9,385,000		7,500,000					1,500,000	385,000	
		Total				812,789		500,000					250,000	62,789	
		Total			Smart Street Mall	Improve physical presentation of the Smart St Mall streetscape.	1,000,000							1,000,000	-
Major Projects Approved LTFP Total															
Restart Mandurah	Buildings			Abolition Bortolo Reserve	New abolition and storage facility to sit adjacent to new proposed car park, north east of Bortolo Reserve.	213,492		8,000,000			200,000		13,492		

LTFP Works Class	Asset Type	Sub-Program	LTFP Renewal/ Upgrade Funding	Project Title (LTFP)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Colf	
Restart Mandurah	Buildings			South Mandurah Football Club Changeroom Project	Complete building works including sewer connection. Sewer quotation received. Project is ready to commence.	106,746					100,000		6,746	
				Stage 2 of Upgrades to Peelwood Reserve Changerooms	Upgrade of changerooms.	106,746					100,000		6,746	
			Total			426,954					400,000		26,954	
	Drainage			Bortolo Sump - Water Sensitive Urban Design	Water Sensitive Urban Design. Boardwalk construction as per concept plan provided by Landscape Services. Materials procurement and construction procurement to be separate.	325,116					300,000		25,116	
				Total		325,116					300,000		25,116	
	Other			Restart Mandurah - Other	Balance of funds available for Restart Mandurah Projects.	2,785,000					2,785,000		-	
				Waste Transfer Station increase hardstand area with concrete	Hardstand area Stage 3 (reinforced concrete).	100,000					100,000		-	
			Total			2,885,000					2,885,000		-	
	Parks			Dawesville Channel SE Foreshore Upgrade	Refer to Council endorsed concept plan and liaise with Craig Johnson. Options within funding include - road extension, car park provision and landscaping.	226,173					200,000		26,173	
				Falcon Reserve Activation Plan - Stage 2	Project continuation of deferred stage 1 works from 2019/2020. Delivery of district play space, street parking, change to access points, delivery of pavilion portico and BMX track upgrade.	226,173	-				200,000		26,173	
				Madora Bay Beach	Madora Bay Foreshore Node Upgrade as per Concept Masterplan. Listed on LTFP as Sabina Drive Foreshore.	113,087					100,000		13,087	
				Madora Bay Shade Shelters	Shade shelters for beach - structures as per previous structures K3.	67,852					60,000		7,852	
				Total		629,458					760,000		99,458	
	Roads			Mandurah Road Median	Landscaping of Mandurah Road Median, Murdoch Drive intersection with Mandurah Road including paving of Murdoch Drive from Mandurah Road to Bortolo Drive.	169,631	-				150,000		19,631	
				Total		169,631					150,000		19,631	
			SP Slingray Point Footpath Replacement	Replace existing shared path adjacent to sea wall (existing levels will suffice).	146,302					135,000		11,302		
			Total		146,302					135,000		11,302		
			Waste Transfer Station Road Construction	Perimeter road construction.	108,371					100,000		8,371		
			Total		108,371					100,000		8,371		
Restart Mandurah Total						4,920,862					4,730,000		190,862	
Carryovers	Bridges			Old Mandurah Bridge	Design progressing in line with the plans for the Western Foreshore redevelopment and reviewing site requirements.	400,000					400,000		-	
				Total		400,000					400,000		-	
	Buildings			Admin Building First Floor Carpet	Deferred COVID-19 Review.	38,535						38,535		-
				CASH Addition Upgrade	Deferred COVID-19 Review.	47,650							20,000	-
				Change Rooms Upgrade Program	Deferred COVID-19 Review.	213,487								-
				Civic Banding - Tucker Room	Completion due late August.	121,177								1,177
				Civic Chamber Meeting Rooms	Construction 50% complete. Completion due July.	54,403								-
				MARC LED & Lighting Control	RFP out to installers.	44,180								-
				MARC Waste Transfer Station - Solar Panel Phase 5	Works to commence mid-June.	329,814								184,414
				Mh Mustangs FC - Facility Development	Deferred COVID-19 Review.	176,131						165,000		11,131
				Peel Community Kitchen	Restart Mandurah project, combined with 2019/20 project.	247,200						247,200		-
				Peelwood Res - Changeroom Upgrade	Deferred COVID-19 Review.	21,550						20,000		1,250
				Site Main Switchboards	Works to be completed in conjunction with MARC generator.	89,133						89,133		-
				Southern Ops Transportable Meeting Room	Contract currently being awarded.	79,832						79,832		-
				Total		1,451,862						1,233,790		185,591
Coastal & Estuary			Avkon Foreshore	Project completion due early July. Delayed due to contractor not being able to obtain materials.	27,000					27,000		4,660		
			Prankidge Boat Ramp	Deferred COVID-19 Review.	82,960		16,410				40,990		4,660	
		Total			89,960		16,410			67,990		4,660		
Drainage			DR Orion Rd Park Stage 2	Awaiting Western Power and minor works. Completion proposed for July/August.	20,718					20,718		-		
			Total		20,718					20,718		-		
Furniture & Equipment			NPAC Orchestra Lift	Works proposed to commence July/August.	128,095					120,000		8,095		
			Total		128,095					120,000		8,095		
Other			Eastern/Western Foreshore	Majority of planning and procurement completed in 2019/20. Construction to be undertaken in 2020/21.	5,785,103					4,515,103		1,270,000		
			Road Sweeper Spool	Completion due July/August.	45,000					45,000		-		
		Total			5,830,103					4,560,103		1,270,000		
Parks			Falcon Reserve Activation Plan	Deferred COVID-19 Review.	209,035					209,035		-		
			Falcon Skate Park Upgrade	Completion due mid-July.	160,000		80,000					80,000		
			Grahame Heat Reserve	Awaiting Western Power connection for bore/reclamation works.	67,176						67,176			
			Lakelands Community Garden	Deferred COVID-19 Review.	30,000						30,000			
			Total		466,211		80,000				466,211		-	
Lakelands District Open Space/Clubroom Facility			Lakelands District Open Space/Clubroom Facility	Project completion 2020-2021 including changerooms and district open space.	1,200,000		375,000			600,000		225,000		
			Louis Daise Park	Awaiting delivery of play equipment from overseas. Completion due July.	46,212					46,212		-		
			MARC improvement to car park area	Installation of bike racks proposed for July.	10,000					10,000		-		
			Pebble Beach Boulevard Res 46649	Deferred COVID-19 Review.	156,945					156,945		-		
		Total		1,413,157		455,000				1,119,368		305,000		
Plant & Machinery			6" inch Skid Mounted Trash Pump	In progress with procurement.	66,000					66,000		-		
			FORD RANGER - MARINA & WATERWAYS	Deferred COVID-19 Review.	39,467					39,467		-		
		KOMBI-TEC SCREEN PLANT - Works and Services	(Plant)	43,500						43,500		-		
		Total			149,000					149,000		-		
Roads			RED EXIM VERTI DRAIN AERATOR - PARKS NORTHERN	Delayed due to COVID-19, in transit from Europe.	50,574					50,574		-		
			Total		199,841					199,841		-		
			Coodanup Drive	Civil works complete. Delayed due to Western Power undertaking street lighting.	111,930					111,930		-		
			Peel Street	Construction 30% complete. Will be in with 2020/21 works.	250,000		100,000				111,930	150,000		
		Total		361,930		100,000				223,860	150,000			
		RR Thera Street	Construction 60% complete. Works to continue into Stage 2 of project in 2020/21.	80,000						80,000				
		Smart Street Mail Upgrade	Majority of planning and procurement completed in 2019/20. Construction to be undertaken in 2020/21.	1,000,000							1,000,000			
		Total		1,080,000						1,080,000				
			TM Discretionary Traffic Mgmt	School crossing agreement requires works to be undertaken by Operations staff.	46,629					46,629		-		

Council Meeting 23 June 2020

Attachments to Minutes

Supplementary Information
Schedule 1

LTFF Works Class	Asset Type	Sub-Program	LTFF Renewal/ Upgrade Funding	Project Title (LTFF)	Project Summary/ Description	Budget 2020/21	Out	Grants	Contributions	Proceeds	Reserves	Loans	Coll
Carryovers	Roads			WMC Recovery Facility Hardstand	Scope of works being confirmed.	205,907					190,000		15,907
		Total				1,694,466		100,000			428,559	1,150,000	15,907
Carryovers Total						11,693,512		571,410			8,150,368	2,910,591	61,143
Other	Parks			Hoxham Wetland Fencing	New fencing required to protect new plants from wildlife.	20,340				20,340			-
		Total				20,340				20,340			-
Other Total						20,340				20,340			-
Grand Total						43,066,208	18,382,500	11,258,834	20,340	1,020,562	14,281,639	7,931,591	8,553,042

Capital Works Budget 2020-21 - Appendix A

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
SP Shared/Cycle Paths New Program		600,000	96,600
SP Halls Head Parade PSP	Installation of principal shared path (cycle/pedestrian) on the western side of Halls Head Pde between Robert Point and Clipper Way.	20,000	
SP Casuarina Drive	Seaforth Drive to Peelwood Parade	15,000	
SP Eldora Crescent	Philante St to Gretel Dr	50,000	
SP First Avenue	Coolibah Ave to Tuart Ave	32,000	
SP Lanyon Street	Anstruther Rd to Parkview St	65,000	
SP Melita Street	Lynda St to Cobblers St	42,000	
SP Murdoch Drive	Elegant Dr to Valentine Dr	84,000	
SP Pinjarra Road	No. 445 Elders Homes to Serpentine River	75,000	
SP Pinjarra Road Park	Pinjarra Road Park to San Marco Quays	67,000	
SP Wanjeep Street	No. 156 to Birchley Rd	95,000	
Mulberry Close PAW	Mulberry Cl to Wattle Cl	24,000	
Missing Links	Path Connections missing links between 2 streets or paths - typically less than \$10k	31,000	
Rochester Way	Meadow Springs Dr to Ardmore Crt		46,000
Coppercups Place	PAW by No.9 to Templetonia Prom.		50,600

Capital Works Budget 2020-21 - Appendix B

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
Roads Renewal - Reseal		905,000	553,000
RS Aldgate Street	Asphalt overlay for Aldgate Street from Anstruther Road (seal change) to France Street.	90,000	
RS Castlewood Place	Micro surface for Castlewood Place for entire length.	16,000	
RS Mississippi Drive Stage 2	Resurface Mississippi Drive between No. 41 and Zambesi Drive southern end.	215,000	
RS Oakmont Avenue Cool Seal	White cool seal between Parkstone Dr and St Annes Tce - trial site next to School.	90,000	
RS Oakmont Avenue	Resurface with white cool seal between Parkstone Dr and St Annes Tce - trial site next to School.	80,000	
RS Perie Banou Close	Asphalt overlay for entire length of Perie Banou Close.	85,000	
RS Sedgemere Terrace	Micro surface for Sedgemere Terrace for entire length.	23,000	
RS Valley Road	Asphalt overlay for Valley Road between No. 21 and No. 27.	25,000	
RS Valley Road	Asphalt overlay for Valley Road between No. 5 and Shayne Street.	65,000	
Ayrton Street	Asphalt overlay for Ayrton Street between Melros Beach Road and No. 74.		290,000
Baruna Court	Asphalt overlay for entire length of Baruna Court (excluding roundabout).		150,000
Donnelly Gardens	Asphalt overlay for entire length of Donnelly Gardens and Fitzroy Close.	190,000	
Sabina Drive	Asphalt overlay for Sabina Drive from Madora Beach Road (seal change) to Pagoda Place (seal change). Also include stripped section of Bengal Street (fronting 1 Bengal Street).		100,000
Waldron Boulevard	Asphalt overlay for Waldron Boulevard from No. 62 to No. 70.		13,000
Westbourn Pass	Micro surface for Westbourn Pass for entire length.	26,000	

Capital Works Budget 2020-21 - Appendix C

Project Title (LTFP)	Project Summary/Description	Budget 2020/21 \$	Out (other projects considered) \$
Shade Sails New Program		100,000	
Bortolo Reserve - Shade Sail	Shade sail to be installed over play equipment.	30,000	
Hermitage Park - Shade Sail	Shade over Nature play and second playground.	40,000	
Country Club Drive - Shade Sail	Shade required for playground and fitness area.	30,000	
Water Fountains New Program		50,000	
Wittenoom Reserve - Drinking Fountain	Install drinking fountain at Wittenoom Reserve.	8,000	
Calypso Reserve - Drinking Fountain	Install drinking fountain at Calypso Reserve.	8,000	
Halls Head Foreshore - Drinking Fountain	Halls Head Foreshore drink fountain and dog bowl.	8,000	
Lord Hobart Reserve - Drinking Fountain	Installation of drinking fountain near playground and multi sports court.	15,000	
Mogum Reserve - Drinking Fountain	Installation of drinking fountain at Mogum Reserve.	11,000	
BBQ New Program		50,000	
BBQ Caterpillar Park	Additional BBQ to be installed in Caterpillar Park including 3 phase power.	25,000	
BBQ Templetonia Reserve, Coodanup	Install new BBQ.	25,000	

Asset Disposals

Fleet #	Make/Model	Department	Replacement Budget in 2020/21 Capital Works Program	Budget Proceeds on Sale 2020/21	Net Book Value as at 1 July 2020	Profit	(Loss)
Light Passenger Vehicles - Replacements							
C00316	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	30,531	15,502	14,513	989	-
C00816	MITSUBISHI OUTLANDER	WORKS AND SERVICES	32,950	13,669	13,975	-	(306)
C01016	MITSUBISHI OUTLANDER	SUSTAINABLE DEVELOPMENT	27,488	11,419	13,767	-	(2,348)
C01117	TOYOTA PRADO	MAYORS OFFICE	58,654	24,367	46,500	-	(22,133)
C02217	MITSUBISHI OUTLANDER	WORKS AND SERVICES	27,860	11,574	13,500	-	(1,926)
C02817	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	13,467	15,434	-	(1,967)
C03717	VOLKSWAGEN GOLF	WORKS AND SERVICES	28,703	11,924	12,553	-	(629)
C03917	MAZDA CX-5	WORKS AND SERVICES	31,463	15,975	15,250	725	-
C04016	MAZDA CX-5	WORKS AND SERVICES	31,805	16,150	15,250	900	-
C04217	MITSUBISHI OUTLANDER	PEOPLE AND COMMUNITIES	28,441	11,815	13,860	-	(2,045)
C04516	FORD MONDEO	SUSTAINABLE DEVELOPMENT	35,372	15,917	15,431	486	-
C04617	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	16,460	17,400	-	(940)
C04916	TOYOTA RAV4	SUSTAINABLE DEVELOPMENT	31,279	14,438	15,790	-	(1,352)
C05117	TOYOTA RAV4	SUSTAINABLE DEVELOPMENT	30,334	14,002	15,150	-	(1,148)
C05216	MAZDA CX-5	PEOPLE AND COMMUNITIES	30,531	15,502	14,763	739	-
C05317	MAZDA CX-5	SUSTAINABLE DEVELOPMENT	32,417	16,460	15,684	776	-
C05517	MAZDA CX-5	STRATEGY AND BUSINESS PERFORMANCE	32,417	16,460	17,931	-	(1,471)
C06716	HOLDEN TRAILBLAZER	WORKS AND SERVICES	37,773	19,159	22,027	-	(2,868)
C072	VW Golf	WORKS AND SERVICES	23,925	9,939	10,781	-	(842)
C07317	MAZDA CX-5	WORKS AND SERVICES	32,417	16,460	15,433	1,027	-
C07718	HYUNDAI I30	WORKS AND SERVICES	23,457	8,662	13,860	-	(5,198)
			672,651	309,321	348,852	5,642	(45,173)
Light Commercial Vehicles - Replacement							
U00116	FORD RANGER	PARKS-SOUTHERN	39,055	18,762	19,881	-	(1,119)
U00517	MITSUBISHI TRITON	PARKS PROJECTS	29,300	13,650	16,925	-	(3,275)
U00916	ISUZU D'MAX	PARKS ASSETS	31,576	15,169	17,585	-	(2,416)
U01116	FORD RANGER	WASTE MANAGEMENT	38,653	19,283	20,716	-	(1,433)
U01417	FORD RANGER	PARKS CENTRAL	39,375	18,915	26,000	-	(7,085)
U01517	FORD RANGER	PARKS MAINTENANCE - RETIC	47,348	13,839	19,420	-	(5,581)
U01617	FORD RANGER	PARKS MAINTENANCE - RETIC	38,407	18,450	25,225	-	(6,775)
U01716	TOYOTA HIACE	PARKS MAINTENANCE - RETIC	34,291	16,157	25,579	-	(9,422)
U01816	FORD RANGER	PARKS PROJECTS	37,944	19,630	23,815	-	(4,185)
U02617	FORD RANGER	PARKS NORTHERN	33,515	16,100	20,550	-	(4,450)
U03017	FORD RANGER	PARKS MAINTENANCE - RETIC	47,500	13,839	17,420	-	(3,581)
U03317	HOLDEN COLORADO	RANGERS	36,500	16,822	20,161	-	(3,339)
U03716	FORD RANGER	MARINA AND DEPOT	38,505	18,607	23,499	-	(4,892)
U04116	FORD RANGER	HEALTH SERVICES	39,154	18,809	20,999	-	(2,190)
U04417	FORD RANGER	PARKS CENTRAL	30,633	14,715	19,608	-	(4,893)
U04617	TOYOTA HIACE	PARKS MAINTENANCE - RETIC	34,530	16,588	20,296	-	(3,708)
U05517	FORD RANGER	PARKS MAINTENANCE - RETIC	50,600	15,760	18,900	-	(3,140)
U05617	FORD RANGER	LANDSCAPING SERVICES	32,358	15,544	21,272	-	(5,728)
U06017	FORD RANGER	WORKS CONSTRUCTION	40,350	19,430	21,965	-	(2,535)
U06118	HOLDEN COLORADO	SURVEYING SERVICES	37,574	17,356	26,464	-	(9,108)
U06217	FORD RANGER	RECREATION SERVICES COORDINATOR	34,700	16,100	20,550	-	(4,450)
U06317	FORD RANGER	CIVIL MAINTENANCE	38,117	19,720	24,906	-	(5,186)
U06417	FORD RANGER	PARKS-SOUTHERN	33,970	16,315	20,650	-	(4,335)
U06517	FORD RANGER	PARKS ASSETS	38,313	18,408	20,750	-	(2,342)
U06617	FORD RANGER	EMERGENCY MANAGEMENT SDBFB	39,450	19,720	24,906	-	(5,186)
			941,718	427,688	538,042	-	(110,354)
Trucks & Buses Replacement							
T028	TOYOTA HIACE 12 SEAT BUS	EMERGENCY MANAGEMENT	72,893	23,876	22,124	1,752	-
			72,893	23,876	22,124	1,752	-
Construction Vehicles - Replacement							
G006	KOMATSU WA250PZ-6 WHEEL LOADER	WORKS CONSTRUCTION	276,555	79,405	92,415	-	(13,010)
R002	BOMAG BW24R MULTI TYRE ROLLER	WORKS CONSTRUCTION	186,506	45,900	49,316	-	(3,416)
			463,061	125,305	141,731	-	(16,426)
Parks & Mowers - Replacement							
M02517	TORO REELMASTER 7000D	PARKS ASSETS	82,378	18,252	46,500	-	(28,248)
M01516	KUBOTA OFD 72 INCH - CAB+TRAILER	PARKS ASSETS	72,000	7,500	13,750	-	(6,250)
M01916	KUBOTA ZERO TURN 72 INCH	PARKS SOUTH	25,943	6,000	11,250	-	(5,250)
M03416	KUBOTA OFD 72 INCH	PARKS NORTH	31,901	7,500	13,750	-	(6,250)
P302	TURF CUTTER	PARKS SOUTH	8,642	1,000	3,200	-	(2,200)
			220,864	40,252	88,450	-	(48,198)
Trailer Replacement							
P016	FLAT TOP 1500KG	WORKS CONSTRUCTION	3,900	700	-	700	-
V003	MOWING 4500KG	PARKS-SOUTHERN	16,968	3,040	-	3,040	-
V004	MOWING 4500KG	PARKS NORTHERN	16,968	3,040	3,484	-	(444)
V005	MOWING 4500KG	PARKS-SOUTHERN	16,968	3,040	3,425	-	(385)
V022	BOXTOP 2000KG	WORKS CONSTRUCTION	8,498	700	(475)	1,175	-
V025	BOXTOP 2000KG	CIVIL CONSTRUCTION(DRAINAGE)	5,498	700	(475)	1,175	-

Fleet #	Make/Model	Department	Replacement Budget in 2020/21 Capital Works Program	Budget Proceeds on Sale 2020/21	Net Book Value as at 1 July 2020	Profit	(Loss)
V026	BOXTOP 1500KG	CITYBUILD	4,780	750	(538)	1,288	-
V033	3T TANDEM TIPPER	CIVIL MAINTENANCE	11,003	1,660	1,493	167	-
V034	2T TANDEM TIPPER	CIVIL CONSTRUCTION (DRAINAGE)	8,646	1,330	-	1,330	-
V040	LUGGAGE TRAILER SINGLE AXLE 2000KG	PARKS ASSETS	6,710	1,090	-	1,090	-
V050	WASTECH SEMI TRAILER		287,087	35,327	95,750	-	(60,423)
V051	WASTECH SEMI TRAILER		287,087	35,327	95,750	-	(60,423)
V052	WASTECH CONVERTED DOLLY TRAILER		33,437	5,486	14,375	-	(8,889)
			707,550	92,190	212,789	9,965	(130,564)
	Miscellaneous Equipment >\$1,500						
S107	ROBIN TRASH PUMP	CIVIL CONSTRUCTION (DRAINAGE)	7,364	890	3,366	-	(2,476)
P021	EARLEX ELECTRIC SPRAY UNIT	CITYBUILD	7,755	640	-	640	-
M008	VERTI MOWER	PARKS ASSETS	7,000	400	-	400	-
			22,119	1,930	3,366	1,040	(2,476)
		TOTAL	3,100,856	1,020,562	1,355,354	18,399	(353,191)

Statement of Object and Reasons for Imposing Differential Rates for 2020/21

The following Objects and Reasons are provided in accordance with Section 6.36 of the *Local Government Act 1995* and to inform residents of the City of the Objects and Reasons for the differential rates being proposed for the 2020/2021 financial year.

The City of Mandurah applies a differential rate in the dollar depending on the characteristics and/or uses of the land, with the gross rental value (GRV) to determine the rates levied for each land that is rateable.

This document outlines the objects and reasons for implementing differential general rates.

Differential Rates

The City imposes differential general rates to all gross rental values in its district according to one or a combination of:

- The purpose for which land is zoned.
- Whether or not the land is vacant land.

For the 2020/2021 year, Council has decided to impose five differential rates as shown in the table below:

Category	Rate in the dollar	Minimum Rate
Residential Improved	\$0.09594	\$1,108
Residential Vacant	\$0.16300	\$917
Business Improved	\$0.09293	\$1,108
Business Vacant	\$0.16560	\$1,108
Urban Development	\$0.13059	\$1,108

Objects and reasons

The following are the objects and reasons for each of the differential rates:

Residential improved land – rate in the dollar \$0.09594 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar is regarded as the base rate as it represents the greatest number of properties in the City.

Reason This rate aims to ensure that the proportion of rates raised from this category is between 70% and 75% of total rates.

Residential vacant - rate in the dollar \$0.16300 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar is set at a higher level as the City wishes to promote the development of all properties to their full potential, and to ensure that the proportion of total rate revenue derived from vacant land remains consistent with previous years.

Reason This rate in the dollar will act to stimulate economic growth and development in the community.

Business improved - rate in the dollar \$0.09293 (rate in the dollar reduction of 5%)

Object This rate is set at a higher level to recognise that certain expenditures in the budget are specifically directed towards the economic development of the City and the additional costs associated with the service provision related to business activities. As a result of COVID-19, the City has recognised that businesses have been significantly impacted by the pandemic and for the 2020/21 financial year, Council are proposing to impose a lower rate in the dollar than the residential improved rate category.

Reason This rate will ensure that the City meets the higher level of service costs associated with business properties and the area within which they are situated, including:

(a) higher provision and maintenance of road infrastructure and streetscapes including road renewals and upgrades, car parking, footpaths and traffic issues; and

(b) activation, facilitation and amenity improvements to promote the economic and social attractiveness to business areas.

Business vacant - rate in the dollar \$0.16560 (0% increase in the rate in the dollar)

Object This rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.

Reason This rate in the dollar will act to stimulate economic growth and development in the community.

Urban development - rate in the dollar \$0.13059 (0% increase in the rate in the dollar)

Object This proposed rate in the dollar relates to land held for future development (super-lots larger than 10 hectares in size).

Reason As with other vacant land rates, this rate is set at a higher level as the City wishes to promote the development of all properties to their full potential.

Specified Area Rates (SAR)

The City imposes Specified Area Rates (SAR) on certain locations in the district. SAR's enable the enhancement and maintenance of the general amenity of an area by way of increased service levels for the benefit of the owners/residents who live or work in the area.

The authority to impose specified area rates is set out in section 6.37 of the *Local Government Act 1995* (Act). This section of the Act requires that the money raised from a SAR be used solely for the purpose which the rate was imposed, with any residual amount remaining being placed in a reserve for that same purpose.

Waterside Canals - rate in the dollar \$0.0000 (no charge this financial year)

This is levied on all properties within the Waterside Canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals. There is sufficient funds in the Waterside Canals SAR Reserves Account to cover the proposed expenditure of canal water quality testing, canal management fee, canal hydrographic survey costs and litter control.

Note: All owners are required to maintain/replace the canal walls on their land.

Mandurah Ocean Marina – rate in the dollar \$0.0143 (22% decrease in the rate in the dollar)

This is levied on all properties within the Mandurah Ocean Marina. The purpose is to provide for an enhanced maintenance standard and asset replacement costs. The SAR proposed expenditure includes maintaining navigable depths in the entrance, basin and boat ramp, maintenance to reflection wall along Breakwater Parade, maintenance of revetment walls, maintenance of cleaning and lighting boardwalk, contribution to security, maintaining navigational aids, environmental monitoring, Marina management, maintenance of Marina plant and equipment. There is also a requirement for funds to be transferred into the reserve to fund the future dredging requirements and replacement of revetment walls and reflection wall (along Breakwater Parade) when required.

Mandurah Quay – rate in the dollar \$0.0024 (0% increase in the rate in the dollar)

This is levied on all properties within the Mandurah Quay sub-division. The purpose is to ensure the maintenance of the marina (i.e. water body and walls) and is levied to cover the life cycle expenses of the marina. The SAR proposed expenditure includes litter control, hydrographic survey, water quality monitoring, canal management fees and minor maintenance of the walls (including the header course blocks). There is also a requirement for funds to be transferred into the reserve to fund any major maintenance works as well as the future replacement of canal walls when required. Note: The SAR does not fund the maintenance expenses for the pavement, garden beds and lighting along the public access way.

Mariners Cove – rate in the dollar \$0.0000 (no charge this financial year)

This is levied on all canal frontages on the Mariners Cove canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group.

There is sufficient funds in the Mariners Cove Canals SAR Reserves Account to cover the proposed expenditure of canal water quality testing, canal management fee, canal hydrographic survey costs and litter control.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Bouvard Eastport Canals - rate in the dollar \$0.0015 (0% increase in the rate in the dollar)

This is levied on all canal frontages on the Eastport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Bouvard Northport Canals – rate in the dollar \$0.004 (47% decrease in the rate in the dollar)

This is levied on all canal frontages on the Northport canals. The purpose is to recoup the costs of litter removal from the canal waterbody together with the costs of water quality testing, canal management fee, surveying and minor maintenance/canal cleaning.

Note: All owners are required to maintain/replace the canal walls on their land.

Port Mandurah Canals – rate in the dollar \$0.0039 (0% increase in the rate in the dollar)

This is levied on all canal frontage properties located within the defined area of Port Mandurah Canals. The purpose of the rate is for owners to make a reasonable contribution toward maintaining and managing the canals in accordance with the Artificial Waterways Policy – Canals and Core Management Group. The SAR proposed expenditure includes litter control, hydrographic survey, water quality monitoring, canal management fees, contribution to the Port Mandurah Residents Association and transferring funds into the dredging reserve for when the constructed depths exceed the tolerance limits and dredging is required.

The defined area has been identified within the Government Gazette published 23 June 1995 as Schedule B in the City of Mandurah (Specified Area) Order No.1.

Note: All owners are required to maintain/replace the canal walls on their land.



Fees & Charges Schedule 2020/21

Effective date :01-July-20

City of Mandurah

Fees & Charges Schedule 2020/2021

Index

	Page
General charges	
<i>Photocopying, property enquiries, copies of plans, rates administration, FOI</i>	3
Planning	
<i>Scheme amendments, planning applications, enquiries, trading in public places.</i>	4
Building	
<i>Building licences, stratas, demolitions, property inspections</i>	5-6
Land Administration	
<i>Lease fees for sporting, community & commercial organisations, document</i>	7
Cemeteries	
<i>Burial fees, placement or disposal of ashes, memorials & plaques and other</i>	8 - 9
Environmental Health	
<i>Premises approvals & registrations, water sampling, premises licencing.</i>	10
Ranger Services	
<i>Pets, fire prevention, and livestock.</i>	11-12
Recreation Centres	
<i>Swimming pool, gymnasium, squash courts, sports halls, fitness programmes,</i>	13-18
<i>Hire of Halls</i>	19-20
<i>Reserves</i>	21
<i>Lighting</i>	22
Billy Dower Youth Centre	
<i>Room & bus hire</i>	23
Libraries & Learning	
<i>Library fees, information charges, Falcon eLibrary room hire, museum fees.</i>	24-25
Arts and Culture	
<i>CASM Centre</i>	26
Senior Citizens' Centre	
<i>Membership, room hire,</i>	27
Events Centre	
<i>Children`s festival, Christmas pageant, New Year`s eve, Crab festival.</i>	28
Mandurah Ocean Marina	
<i>Boat pens, launch ramps, mooring & jetty fees, Mandurah Ocean Marina Chalet</i>	29
Works & Services	
<i>Culvert pipes, cross over's, extractive industry licences</i>	30
Waste Management	
<i>Transfer Station fees, Tims Thicket inert & septage.</i>	31-32

Effective date :01-July-2020

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
PHOTOCOPIING						
Photocopying - Black & White A4	Per Copy	Full	Taxable	0.45	0.45	
Photocopying - Black & White A3	Per Copy	Full	Taxable	0.90	0.90	
<i>Photocopying - Large Runs > 20 pages discounted 50%</i>						
Photocopying - Colour A4	Per Copy	Full	Taxable	2.00	2.00	
Photocopying - Colour A3	Per Copy	Full	Taxable	3.00	3.00	
<i>Photocopying - Large Runs > 20 pages discounted 50%</i>						
Photocopying - A0 Photocopying A2	Per Copy	Full	Taxable	3.25	3.25	
Photocopying - A0 Photocopying A1	Per Copy	Full	Taxable	3.80	3.80	
Photocopying - A0 Photocopying A0	Per Copy	Full	Taxable	4.90	4.90	
Photocopying - A0 Photocopying Other	Per Copy	Full	Taxable	7.60	7.60	
Photocopying - Plotter - A0 copy	Per Copy	Full	Taxable	13.70	13.70	
Photocopying - Plotter - A1 copy	Per Copy	Full	Taxable	6.90	6.90	
Photocopying - Plotter - A2 copy	Per Copy	Full	Taxable	3.40	3.40	
Specialised Photocopying						
Council Agendas or Minutes or Standing Committee	Per Set	Full	Exempt	34.30	34.30	
Reports & Minutes on Annual Basis	Per Set	Full	Exempt	690.00	690.00	
Two Committee and Agenda for Full Council	Per Set	Full	Exempt	68.60	68.60	
PROPERTY INFORMATION						
Property Information - Account Enquiries	Per Search	Full	Exempt	28.00	28.00	
Property Search	Per Search	Full	Exempt	87.00	87.00	
Copy of Plans - Search Fee (this is for the application regardless of whether plans are located or not)	Per Search	Full	Exempt	85.00	85.00	
Plus Charges for offsite retrieval, delivery, package and postage (if applicable) Plus standard copying rates (if applicable)	Per Search	Full	Exempt	Actual Cost	Actual Cost	
RATES & DEBTORS						
Administration Fee - per instalment (4 instalments)	Per Instalment	Reference	Exempt	3.00	3.00	
Administration Fee - ad hoc arrangements	Per Arrangement	Reference	Exempt	20.00	20.00	
Instalment Interest Rates - per annum % (calculated daily)	Per Annum	Statutory	Exempt	5.5%	5.5%	
Penalty Payment (Calculated daily)	Per Annum	Statutory	Exempt	7%	7%	
Solicitor preparation costs for recovery documents	Cost Recovery	Reference	Exempt	Actual cost	Actual cost	
Notice of Discontinuance	Per request	Full	Taxable	25.00	-	New Fee
General Debtors Accounts						
Penalty Payment -calculated daily	Per Annum	Statutory	Input Taxed	7%	7%	
FREEDOM OF INFORMATION						
Application Fee - Non Personal Information	Per Application	Statutory	Exempt	30.00	30.00	
Charge for dealing with the application	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Charges for access time supervised by staff	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Photocopying	Per Hr/Pro -rata	Statutory	Exempt	30.00	30.00	
Plus Per Copy	Per Copy	Statutory	Exempt	0.20	0.20	
Charges for offsite retrieval, delivery, package and postage	Per Retrieval	Full	Exempt	Actual Cost	Actual Cost	
Advance Deposit	Per Retrieval	Statutory	Exempt	25% of estimated charge	25% of estimated charge	
Charges for duplicating a tape, film, video or computer information	Per Retrieval	Full	Exempt	Actual Cost	Actual Cost	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
PLANNING						
Local Structure Plans						
<i>(No GST Applicable) Fees are calculated on the estimated total cost to Council, in terms of officer time</i>						
Local Structure Plans & Major Scheme Amendments	Per Application	Statutory	Exempt	5,500.00	5,500.00	
Modifications to Local Structure Plans	Per Application	Statutory	Exempt	2,500.00	2,500.00	
Minor (Text) Scheme Amendments	Per Application	Statutory	Exempt	3,500.00	3,500.00	
Subdivision Clearances						
up to 5 lots (per lot)	Per Application	Statutory	Exempt	73.00	73.00	
5 lots to 195 lots(\$335 for first 5 lots) (per lot)	Per Application	Statutory	Exempt	35.00	35.00	
196 lots or more	Per Application	Statutory	Exempt	7,393.00	7,393.00	
Home Occupations	Per Application	Statutory	Exempt	222.00	222.00	
Home Occupations Renewal Fees	Per Application	Statutory	Exempt	73.00	73.00	
Development Applications (Including R-Code variation applications)						
- Not more than \$50,000	Per Application	Statutory	Exempt	147.00	147.00	
- between \$50,000 and \$500,000	Per Application	Statutory	Exempt	0.32% of estimated cost of \$1700 + .257% for every \$1 in excess of \$500,000	0.32% of estimated cost of \$1700 + .257% for every \$1 in excess of \$500,000	
- between \$500,000 and \$2,500,000	Per Application	Statutory	Exempt			
- between \$2,500,000 and \$5,000,000	Per Application	Statutory	Exempt	\$7161 + .206% for every \$1 in excess of \$2.5 mil	\$7161 + .206% for every \$1 in excess of \$2.5 mil	
- between \$5,000,000 and \$21,500,000	Per Application	Statutory	Exempt	\$12633 + 0.123% for every \$1 in excess of \$5 mil	\$12633 + 0.123% for every \$1 in excess of \$5 mil	
- greater than \$21,500,000	Per Application	Statutory	Exempt	34,196.00	34,196.00	
Development Assessment Panels Applications						
- Not less than \$2,000,000 and less than \$7,000,000	Per Application	Statutory	Exempt	3,609.00	3,609.00	
- Not less than \$7,000,000 and less than \$10,000,000	Per Application	Statutory	Exempt	5,572.00	5,572.00	
- Not less than \$10,000,000 and less than \$12,500,000	Per Application	Statutory	Exempt	6,062.00	6,062.00	
- Not less than \$12,500,000 and less than \$15,000,000	Per Application	Statutory	Exempt	6,235.00	6,235.00	
- Not less than \$15,000,000 and less than \$17,500,000	Per Application	Statutory	Exempt	6,408.00	6,408.00	
- Not less than \$17,500,000 and less than \$20,000,000	Per Application	Statutory	Exempt	6,582.00	6,582.00	
- \$20,000,000 or more	Per Application	Statutory	Exempt	6,754.00	6,754.00	
An application under r.17	Per Application	Statutory	Exempt	150.00	150.00	
Other Fees						
Change of Use	Per Application	Statutory	Exempt	295.00	295.00	
Extractive Industry	Per Application	Statutory	Exempt	739.00	739.00	
Settlement Agency Questionnaires	Per Application	Service Fee	Exempt	75.00	75.00	
Written Planning Advice	Per Application	Service Fee	Exempt	75.00	75.00	
Zoning Enquiries	Per Application	Service Fee	Exempt	10.00	10.00	
Zoning Enquiries - Annual Fee (unlimited number)	Per Application	Service Fee	Exempt	308.00	308.00	
Section 40 Notice	Per Application	Service Fee	Exempt	100.00	100.00	
Amended Plans	Per Application	Statutory	Exempt	200.00	200.00	
Tree pruning/removal	Per Application	Statutory	Exempt	147.00	147.00	
Applications requested by Applicants to be considered by Council	Per Application	Statutory	Exempt	500.00	500.00	
Local Development Plan	Per Application	Service Fee	Taxable.	500.00	500.00	
Consultation						
With adjoining owners only	Per Application	Statutory	Exempt	50.00	50.00	
With adjoining owners & sign on site	Per Application	Statutory	Exempt	375.00	375.00	
Wider consultation, sign on site & newspaper notice	Per Application	Statutory	Exempt	575.00	575.00	
Reports						
Information/Research	Per Application	Service Fee	Exempt	55.00	55.00	
<i>A fee will be charged for staff time involved in researching & providing information for developers etc. which is not considered normal research.</i>						
Trading Permits						
Application Fee	Per Application	Service Fee	Exempt	100.00	100.00	
Mobile Traders per day	Per Application	Service Fee	Exempt	50.00	50.00	
Mobile Traders per week	Per Application	Service Fee	Exempt	200.00	200.00	
Mobile Traders per month	Per Application	Service Fee	Exempt	400.00	400.00	
Mobile Traders Summer Period	Per Application	Service Fee	Exempt	1,500.00	1,500.00	
Mobile Traders per Annum	Per Application	Service Fee	Exempt	2,500.00	2,500.00	
Commercial and Aquatic Operators	Per Application	Service Fee	Exempt	800.00	800.00	
Commercial and Aquatic Operators Summer Period	Per Application	Service Fee	Exempt	550.00	550.00	
Transfer of Licence	Per Application	Service Fee	Exempt	50.00	50.00	
Icecream & Confectionary Traders per Annum	Per Application	Service Fee	Exempt	800.00	800.00	
Icecream & Confectionary Traders per month	Per Application	Service Fee	Exempt	160.00	160.00	
BUILDING						
Application for Building Permit - Class 1 and 10 building						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Uncertified Application#	Per Application	Statutory	Exempt	0.32% of estimated value but not less than \$105.00	0.32% of estimated value but not less than \$105.00	
Certified Application for Building permit - Class 1 and 10 buildings	Per Application	Statutory	Exempt	0.19% of estimated Value but not less than \$105.00	0.19% of estimated Value but not less than \$105.00	
Request for Certificate of Design Compliance - Class 1 and 10 building	Per Application	Statutory	Taxable	0.13% of estimated Value but not less than \$300	0.13% of estimated Value but not less than \$300	
Certified Application for Building Permit - Class 2-9 buildings- Certified Application#	Per Application	Statutory	Exempt	0.09% of estimated Value but not less than \$105.00	0.09% of estimated Value but not less than \$105.00	
Request for Certificate of Design Compliance - Class 2-9 Buildings within district of City of Mandurah	Per Application	Full	Taxable	0.09% of estimated Value but not less than \$500	0.09% of estimated Value but not less than \$500	
Request to provide Certificate of Construction Compliance or Certificate of Building Compliance						
Class 1 & 10 Buildings	Per Application	Full	Taxable	\$105/hour but not less than \$300	\$105/hour but not less than \$300	
Class 2 to 9 Buildings	Per Application	Full	Taxable	\$105/hour but not less than \$500	\$105/hour but not less than \$500	
Demolition Permit						
Demolition of Class 1 and 10 building#	Per Application	Statutory	Exempt	105.00	105.00	
Demolition of Class 2-9 building#	Per Storey	Statutory	Exempt	105.00	105.00	
Application for occupancy Certificate for completed Class 2-9 building#	Per Application	Statutory	Exempt	105.00	105.00	
Application for temporary occupancy permit for an incomplete building#	Per Application	Statutory	Exempt	105.00	105.00	
Application for modification of occupancy permit for additional use of building on temporary basis#	Per Application	Statutory	Exempt	105.00	105.00	
Application for replacement occupancy permit for permanent change of buildings use, classification#	Per Application	Statutory	Exempt	105.00	105.00	
Application for occupancy permit or building approval certificate for registration of strata scheme, plan of resubdivision#	Per Application	Statutory	Exempt	\$11.60 for each strata unit covered by the application but not less than	\$11.60 for each strata unit covered by the application but not less than	
Application for occupancy permit for unauthorised class 2-9 buildings#	Per Application	Statutory	Exempt	0.18% of estimated value but not less than \$105.00	0.18% of estimated value but not less than \$105.00	
Building approval certificate for unauthorised Class 1 and 10 - Certified#	Per Application	Statutory	Exempt	0.38% of estimated value but not less than \$105.00	0.38% of estimated value but not less than \$105.00	
Application for occupancy permit for building with existing authorisation#	Per Application	Statutory	Exempt	105.00	105.00	
Application for building approval certificate for building with existing authorisation (class 1 and 10 buildings)#	Per Application	Statutory	Exempt	105.00	105.00	
Application to extend the time during which a building or demolition permit has effect.	Per Application	Statutory	Exempt	105.00	105.00	
Application to extend the time during which an occupancy permit or building approval certificate has effect. #	Per Application	Statutory	Exempt	105.00	105.00	
Application to amend builders details	Per Application	Full	Exempt	105.00	105.00	
Standard Building Specifications - each	Per Application	Statutory	Exempt	11.00	11.00	
Infrastructure Protection Deposit Bond	Per Application	Full	Exempt unless forfeit	Amount to be determined in conjunction with City Engineer based on level of infrastructure that might be impacted	Amount to be determined in conjunction with City Engineer based on level of infrastructure that might be impacted	
Smoke Alarm (battery powered) alteration	Per Application	Statutory	Exempt	179.40	179.40	
Sign Licence Application - Local Laws	Per Application	Full	Exempt	105.00	105.00	
Building Information (s129, s131 Building Act)						
Subscription to schedule of building approvals						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
list per week	Per Application	Full	Exempt	15.00	15.00	
list per month	Per Application	Full	Exempt	50.00	50.00	
list of previous year	Per Application	Full	Exempt	500.00	500.00	
subscriptions for weekly list for a year	Per Application	Full	Exempt	600.00	600.00	
subscriptions for monthly list for a year	Per Application	Full	Exempt	500.00	500.00	
Individual copy of permits	Per Application	Full	Exempt	50.00 per permit	50.00 per permit	
Swimming Pool Inspections						
Swimming Pool Inspections - per annum (mandatory)LGA	Per Swimming	Full	Exempt	30.00	30.00	
Swimming Pool Inspections - at request	Per Swimming Pool	Full	Exempt	58.45	58.45	
Applications to install Park homes and Annexes on Caravan Park and Camping Grounds						
Application to install a Class 1a Park Home	Per Application	Statutory	Exempt	0.32% x Contract Value, minimum \$105.00	0.32% x Contract Value, minimum \$105.00	
Application to install a Class 3 Park Home	Per Application	Statutory	Exempt	0.18% x Contract Value, minimum \$105.00	0.18% x Contract Value, minimum \$105.00	
Application to install an Annexe	Per Application	Statutory	Exempt	0.32% x Contract Value, minimum \$105.00	0.32% x Contract Value, minimum \$105.00	
Application seeking retrospective approval for an unauthorised Park Home or Annexe	Per Application	Statutory	Exempt	2 x fee specified above, minimum \$500	2 x fee specified above, minimum \$500	
Application for Development Approval - single residential						
- Not more than \$50,000	Per Application	Statutory	Exempt	147.00	147.00	
- between \$50,000 and \$500,000	Per Application	Statutory	Exempt	0.32% of estimated cost of development	0.32% of estimated cost of development	
- between \$500,000 and \$2,500,000	Per Application	Statutory	Exempt	\$1,700 + .257% for every \$1 in excess of \$500,000	\$1,700 + .257% for every \$1 in excess of \$500,000	
- between \$2,500,000 and \$5,000,000	Per Application	Statutory	Exempt	\$7,161 + .206% for every \$1 in excess of \$2.5 mil	\$7,161 + .206% for every \$1 in excess of \$2.5 mil	
- between \$5,000,000 and \$21,500,000	Per Application	Statutory	Exempt	\$12,633 + 0.123% for every \$1 in excess of \$5 mil	\$12,633 + 0.123% for every \$1 in excess of \$5 mil	
- greater than \$21,500,000	Per Application	Statutory	Exempt	34,196.00	34,196.00	
Application for retrospective Development Approval - single residential	Per Application	Statutory	Exempt	2 x standard development application specified above	2 x standard development application specified above	
Request seeking confirmation Planning, Environmental Health, Infrastructure requirements have been met	Per Application	Full	Exempt	105 (For each Section that information is requested from)	105 (For each Section that information is requested from)	
Request for additional Building Service/Advice (I.e.						
Service/advice from qualified Building Surveyor (Including assessment for Performance Solutions for swimming pool barriers)	Per Application	Full	Taxable	Minimum \$105 and \$105 per hour thereafter	Minimum \$105 and \$105 per hour thereafter	
Fee for use of a public Thoroughfare (per month per m2)	Per Application	Full	Exempt	\$1 per month per sqm	\$1 per month per sqm	
Fast Track Fee (at City's discretion)	Per Application	Full	Taxable	100.00	100.00	
# indicates fee is set by regulation						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Administration Charge						
Commercial Assignment of Lease	Per lease	Full	Taxable	<i>Leases Below</i>	<i>Leases Below</i>	
Commercial Assignment of Lease Community /Sporting Groups	Per lease	Full	Taxable	<i>Leases Below</i>	<i>Leases Below</i>	
Lease Fee Charges for Sporting & Community Groups.						
Where the lease fee is due for review, the fee will be set on the basis of per square metre						
Licence Shed annual fee (Storage only)	Per lease	Reference	Taxable	100.000	100.000	
Minimum Fee (< 10,000 sq m)	Per lease	Reference	Taxable	1,020.00	1,020.00	
Maximum Fee (50,000 + sq m)	Per lease	Partial	Taxable	4,800.00	4,800.00	New Fee
<i>The fee for preparation of the following legal documents is based on a standard agreement. Should an agreement require external preparation it will be charged at cost.</i>						
Lease Documents Preparation Administration Charges						
Lease						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	610.00	610.00	
<i>Commercial</i>	Per document	Full	Taxable	890.00	890.00	
Deed of Renewal						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	600.00	600.00	
Deed of Variation						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Partial	Taxable	620.00	620.00	
Deed of Assignment						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Partial	Taxable	620.00	620.00	
Deed of Sub-Lease						
<i>Sporting & Community Groups</i>	Per document	Full	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	620.00	620.00	
Licence Documents						
Licence						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	460.00	460.00	
<i>Commercial</i>	Per document	Full	Taxable	620.00	620.00	
<i>Short term non-exclusive - Community rate</i>	Per document	Partial	Taxable	255.00	255.00	
<i>Short term non-exclusive - Commercial rate</i>	Per document	Partial	Taxable	305.00	305.00	
<i>Sporting & Community (storage shed only)</i>	Per document			200.00	-	New Fee
Deed of Renewal						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Variation						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Assignment						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Deed of Sub-Licence						
<i>Sporting & Community Groups</i>	Per document	Partial	Taxable	315.00	315.00	
<i>Commercial</i>	Per document	Full	Taxable	470.00	470.00	
Government Instrumentalities be assessed as community group or commercial and charged accordingly						
<u>Effective 1st of July 2019</u>						
Caveat Lodgement	Per document	Full	Taxable	225.00	225.00	
Withdrawal of Caveat	Per document	Full	Taxable	225.00	225.00	
Deed (including instruction to solicitors, drafting & signing)	Per deed	Full	Taxable	325.00	325.00	
Other Legal documents (including easement, surrender of of easement, Section 70A notification, management statements, etc.)	Per document	Full	Taxable	225.00	225.00	
Associated solicitor's fees		Full	Taxable	<i>Charged at cost</i>	<i>Charged at cost</i>	
Landgate Title Search fees (per search)	Per search	Full	Exempt	<i>Charged at cost</i>	<i>Charged at cost</i>	
Landgate Title Search Administration fee	Per search	Full	Exempt	45.00	45.00	
PAW Closure Application						
PAW Closure Application	Per application	Full	Exempt	300.00	300.00	
PAW Erection of Signs (if required)	Per sign erection	Full	Exempt	165.00	165.00	
ROW Closure Application	Per application	Full	Exempt	300.00	300.00	
Road Closure Application	Per application	Full	Exempt	300.00	300.00	
Reserve Closure Applications	Per application	Full	Exempt	300.00	300.00	
Advertising						
Advertising	Per advertisement	Full	Exempt	<i>Charged at cost</i>	800.00	
Key Cutting	Per key	Full	Taxable	<i>Charged at cost</i>	<i>Charged at cost</i>	
Geographic Naming Fee	Per application	Full	Taxable	295.00	295.00	
Council Report	Per report	Full	Exempt	580.00	580.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Part VII of the Consolidated Local Laws						
Burial Fees						
(a) Interment						
Adult Burial (includes ID plate)	Per application	Reference	Taxable	1,393.00	1,393.00	
Child Burial (under thirteen years) (includes ID plate)	Per application	Reference	Taxable	659.00	659.00	
Stillborn Burial (without Memorial Service) (includes ID plate)	Per application	Reference	Taxable	282.00	282.00	
(b) Grant of Right of Burial (25 years)	Per application	Reference	Exempt	2,453.00	2,453.00	
<i>Approval to any refund on an unexpired Grant of Right of Burial shall be at the absolute discretion of the Trustees and in any event, the refund shall not exceed the amount paid for the original Grant of Burial.</i>						
<i>Ordinary Land (2.4 x 1.2m)</i>						
Renewal of Expired Grant	Per application	Reference	Exempt	2,453.00	2,453.00	
Pre-need Purchase (Lakes Memorial Only) (Reservation)	Per application	Reference	Exempt	229.00	229.00	
Reissue/Transfer of Grant of Right of Burial	Per application	Reference	Exempt	72.00	72.00	
Hire of Rotunda	Per application	Reference	Taxable	120.00	120.00	
Interment of oblong or oversized casket	Per application	Reference	Taxable	344.00	344.00	
Late arrival, departure or insufficient notice	Per application	Reference	Taxable	287.00	287.00	
Interment on Saturday (plus interment fee)	Per application	Reference	Taxable	748.00	748.00	
Interment on Sunday or Public Holiday (plus interment fee)	Per application	Reference	Taxable	748.00	748.00	
Additional Burial Services						
Exhumation	Per application	Reference	Taxable	4,186.00	4,186.00	
Reinterment after exhumation	Per application	Reference	Taxable	1,393.00	1,393.00	
Placement of ashes (Lakes Memorial Only)	Per application	Reference	Taxable	289.00	289.00	
Lift and Deepen (Lakes Memorial Only)	Per application	Reference	Taxable	1,393.00	1,393.00	
Placement of Ashes (Lakes Memorial Only)						
<i>Disposal of Ashes - The tenure of all cremation memorials shall be 25 years from the date of receipt of the scheduled fee.</i>						
(a) Niche Wall:-						
Single Niche	Per application	Reference	Taxable	706.00	706.00	
Double Niche	Per application	Reference	Taxable	942.00	942.00	
Pre-need Purchase:						
single	Per application	Reference	Taxable	706.00	706.00	
double (does not include standard plaque)	Per application	Reference	Taxable	942.00	942.00	
Pre-need Purchase (Reservation)	Per application	Reference	Taxable	229.00	229.00	
(b) Ground Niche:						
Single Ground Niche	Per application	Reference	Taxable	1,691.00	1,691.00	
Double Ground Niche	Per application	Reference	Taxable	2,243.00	2,243.00	
Pre-need purchase:						
Single Plaque Site	Per application	Reference	Taxable	1,691.00	1,691.00	
Double Plaque site (1st interment of two)	Per application	Reference	Taxable	2,243.00	2,243.00	
Pre-need Purchase (Reservation)	Per application	Reference	Taxable	229.00	229.00	
Disposal of Ashes (Mandurah Public Cemetery Only)						
Attendance at placement of ashes-weekday	Per application	Reference	Taxable	218.00	218.00	
Attendance at placement of ashes-weekend	Per application	Reference	Taxable	366.00	366.00	
Placement of ashes in family grave	Per application	Reference	Taxable	289.00	289.00	
Other Fees (Lakes Memorial Only)						
Transfer of ashes to new position (<i>plus position fee</i>)	Per application	Reference	Taxable	202.00	202.00	
Placement of additional sets of ashes	Per application	Reference	Taxable	289.00	289.00	
Attendance at placement of ashes -weekday	Per application	Reference	Taxable	218.00	218.00	
Attendance at placement of ashes-weekend	Per application	Reference	Taxable	366.00	366.00	
Ash Container (small)	Per application	Reference	Taxable	21.00	21.00	
Ash Container (Large)	Per application	Reference	Taxable	28.00	28.00	
Name Plate	Per application	Reference	Taxable	Quote	Quote	
Funeral Directors Annual Licence						
(a) Annual Fee:- Licence	Per application	Reference	Exempt	1,342.00	1,342.00	
(b) Single Funeral Permit	Per application	Reference	Exempt	1,175.00	1,175.00	
Search/Miscellaneous Fees						
Placement of plaques purchased elsewhere	Per application	Reference	Exempt	51.00	51.00	
Search fee for family records (copying cost per record)	Per search	Reference	Exempt	0.60	0.60	
Monumental Work - OMC Only						
Monumental Mason License Fees						
Annual Licence	Per application	Reference	Exempt	1,196.00	1,196.00	
Single Permit	Per application	Reference	Exempt	1,091.00	1,091.00	
Permit for each memorial fee						
New monument with kerbing	Per application	Reference	Exempt	384.00	384.00	
Removal and major addition to any monument	Per application	Reference	Exempt	214.00	214.00	
Renovations and additional inscriptions	Per application	Reference	Exempt	198.00	198.00	
Sculpture Series/Design Plaque						
380 x 280	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
With detachable plate - 5 lines	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
560 x 305	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
With detachable plate - 5 lines	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Book of Life						
380 x 280 Book of Life (Base & First Interment)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Second page	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
560 x 305 Book of Life (Base & First Interment)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Second page	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Detachabile plate ONLY (4 & 5 Line)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Lineage Fee (per line)	Cost Recovery	Full	Taxable	Quote	Quote	
Proof of Layout	Cost Recovery	Full	Taxable	Quote	Quote	
Lasting Memories						
380 x 280	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
560 x 305	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Photo's	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Extra Letters	Cost Recovery	Full	Taxable	Quote	Quote	
NICHES						
Wall Niche Plaques						
Standard 145 x 120 plaque	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Standard 279 x 120 plaque (Arrow only)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Detachabile plate (4 & 5 Line)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Ground Niche Plaques						
145 x 120 plaque (including 1 flat relief motif)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
Concrete Plinth	Cost Recovery	Full	Taxable	24.00	24.00	
Proof of Layout	Cost Recovery	Full	Taxable	Quote	Quote	
Extra Lineage Fee (per line)	Cost Recovery	Full	Taxable	Quote	Quote	
MEMORIAL PLAQUES						
130 x 115 oval plaque (Phoenix only)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
120 x 51 plaque (Memorial seat)	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
MOTIFS						
One motif free with ALL plaques	Cost Recovery		Taxable	N/A	N/A	
Extra motifs	Cost Recovery	Full	Taxable	Quote	Quote	
VASES						
Glen Vase (Bronze - Graves - Arrow Only)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Tranquil/Tequila Vase (Bronze - Niche Wall)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Semi Worra Vase (Plastic - Ground Niche - Arrow Only)	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
PHOTOGRAPHS						
Ultra Image/Phoenix Image - Colour (Preferred):	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
3cm x 4cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
6cm x 8cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
8cm x 10cm (Phoenix can do all but \$ more)	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
Ceramic	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
True to Life	Cost Recovery	Full	Taxable	Quote + 80.00	Quote + 80.00	
Loose Omega Frames (Chrome/Bronze)						
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
Loose Alpha Frames (Chrome/Bronze)						
5cm x 7cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
7cm x 9cm	Cost Recovery	Full	Taxable	Quote + 65.00	Quote + 65.00	
COLOURS						
For plaques <228mm	Cost Recovery	Full	Taxable	Quote	Quote	
For plaques >228mm	Cost Recovery	Full	Taxable	Quote	Quote	
Colour proofs (for colour plaques)	Cost Recovery	Full	Taxable	Quote	Quote	
CLEANING KITS						
Plaque Cleaner (ACID)	Cost Recovery	Full	Taxable	Quote	Quote	
Plaque Polish	Cost Recovery	Full	Taxable	Quote	Quote	
Plaque Final Finish (LACQUER)	Cost Recovery	Full	Taxable	Quote	Quote	
REFURBISHMENT						
560mm x 305mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
380mm x 280mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
> 380mm x 216mm	Cost Recovery	Full	Taxable	Quote + 120.00	Quote + 120.00	
NOTES:						
All fees include GST						
<u>Admin fees that have been included in the above prices comprise the following:</u>						
\$120.00 for general plaque orders and where a placement by COM is required						
\$80.00 for photo orders where placement by COM is required						
\$65.00 for vase orders and small orders where no placement by COM is required						
<u>P&H (Freight) fees are included in the quote</u>						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Application for Approval to Construct or Establish Premises						
<i>(includes Assessments & Administration)</i>						
Food Premises (all Risk Classifications) - non residential	Per application	Reference	Exempt	200.00	200.00	
Food Vehicles	Per application	Reference	Exempt	200.00	200.00	
Offensive Trades	Per application	Reference	Exempt	200.00	200.00	
Health related premises (inc residential food business)	Per application	Reference	Exempt	92.00	92.00	
Hair Dressing Establishments	Per application	Reference	Exempt	92.00	92.00	
Skin Penetration Establishments	Per application	Reference	Exempt	92.00	92.00	
Temporary Accommodation of a Caravan	Per application	Reference	Exempt	92.00	92.00	
Market Food Stalls	Per application	Reference	Exempt	92.00	92.00	
Public Building and Event assessment fee						
<500 people	Per application	Partial	Exempt	95.00	95.00	
<501 - 1000	Per application	Partial	Exempt	170.00	170.00	
<1001-5000	Per application	Partial	Exempt	338.00	338.00	
>5000	Per application	Partial	Exempt	550.00	550.00	
Community and not for profit groups. - No Fee						
Expedited Public Building and Event Assessment fee < 8 weeks (Including community and not for profit)	Per application	Reference	Exempt	100.00	100.00	
Application for Other Services						
<i>(includes Assessments & Administration)</i>						
Noise management plan approval (Reg. 13)	Per item	Reference	Taxable	140.00	140.00	
Water Sampling request - Standard Chemical Analysis Lab Fee	Per item	Partial	Taxable	185.00	185.00	
Water Sampling request - Brief Chemical Analysis Lab Fee	Per item	Partial	Taxable	150.00	150.00	
Water Sampling request - Collection	Per item	Partial	Taxable	93.00	93.00	
Public Aquatic Facility annual Sampling Fee	Per annum	Partial	Taxable	275.00	275.00	
Assessment of Premises on request (ie settlement enquiries)	Per Visit	Partial	Exempt	143.00	143.00	
Expedited Assessment on Request Fee < 7 days before settlement	Per application	Partial	Exempt	190.00	190.00	
Section 39 Certificate (Liquor Control Act 1988)	Per application	Partial	Exempt	143.00	143.00	
Section 40 (Liquor Control Act 1988)	Per application	Partial	Exempt	143.00	143.00	
Section 55 Certificate (Gaming Commission 1987)	Per application	Partial	Exempt	143.00	143.00	
Application for Septic Tank Approval	Per application	Statutory	Exempt	118.00	118.00	
Issuing Septic Tank "Permit to Use"	Per application	Statutory	Exempt	118.00	118.00	
Local Government Report to DOH for onsite effluent disposal	Per application	Statutory	Exempt	118.00	118.00	
Registration of a Lodging House less than 115	Per application	Statutory	Exempt	70.00	70.00	
Number of lodgers exceeds 15, but not greater than 25	Per annum	Statutory	Exempt	140.00	140.00	
Maximum number of lodgers exceeds 25	Per annum	Statutory	Exempt	180.00	180.00	
Registration of Caravan Park & Camping Grounds						
As per Regulation/min 0r *	Per annum	Statutory	Exempt	200.00	200.00	
As per Regulation Long Stay Site *	Per annum	Statutory	Exempt	6.00	6.00	
Short Stay Sites *	Per annum	Statutory	Exempt	6.00	6.00	
Camp Sites *	Per annum	Statutory	Exempt	3.00	3.00	
Overflow site *	Per annum	Statutory	Exempt	1.50	1.50	
Information/Research A fee will be charged for staff time involved in researching and providing information for developers etc, which is not a considered normal research	Per application	Partial	Taxable	93.00	93.00	
* Discount on Fees * Caravan Parking and Camping Ground Statutory fees will not be charged in 2020/2021 as a result of Council approval as part of Restart Mandurah.	Per annum	Statutory	Exempt	100%	-	
Food Premises Annual Assessment Fee						
High Risk	Per annum	Partial	Exempt	-	320.00	-100.0%
Medium Risk	Per annum	Partial	Exempt	-	320.00	-100.0%
Multiple Food Area Premises	Per annum	Partial	Exempt	300.00	Max 600	
Low risk	Per annum	Partial	Exempt	-	161.00	-100.0%
Family Day Care	Per annum	Partial	Exempt	-	161.00	-100.0%
Alfresco Dining						
Initial Application	Per application	Partial	Exempt	-	120.00	-100.0%
Renewal	Per annum	Partial	Exempt	-	70.00	-100.0%

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Abandoned Vehicles						
Towage & Seizure	Per Vehicle	Full	Exempt	150.00	150.00	
Towage & Seizure-Additional towage and lockout	Per Vehicle	Full	Exempt	Mkt rate	Mkt rate	
Daily Poundage	Per Vehicle	Full	Exempt	30.00	30.00	
Application for a Private Parking Agreement Annual Fee for a Private Parking Agreement	Per Application	Full	Exempt	150.00	150.00	
0-50 Bays						
0-50 Bays	Per Annum	Partial	Exempt	220.00	220.00	
51-100 Bays						
51-100 Bays	Per Annum	Partial	Exempt	440.00	440.00	
>101 Bays						
>101 Bays	Per Annum	Partial	Exempt	Negotiated	Negotiated	
Bushfire Brigades						
Private Property Burn Insurance Fee	Per Burn	Partial	Exempt	10.00	10.00	
Cat Trap Hire						
Hire Deposit	Per Trap	Partial	Exempt unless forfeited	120.00	120.00	
Weekly Hire	Per Hire	Partial	Taxable	Free	Free	
Late Return Daily Fee	Per Day	Partial	Taxable	11.50	11.50	
Dog Trap Hire						
Hire Deposit	Per Trap	Bond	Exempt unless forfeited	120.00	120.00	
Dog Registration Tag Replacement	Per Tag	Partial	Exempt	5.00	5.00	
Barking Device Hire						
Hire Deposit	Per Device	Bond	Exempt unless forfeited	120.00	120.00	
Weekly Hire	Per Device	Partial	Taxable	11.50	11.50	
Late Return Daily Fee	Per Day	Partial	Taxable	11.50	11.50	
Application to Keep More Than 2 Dogs	Per Application	Partial	Exempt	50.00	50.00	
Application to Keep More Than Prescribed Number of Cats (from 1 November 2013)	Per Application	Partial	Exempt	50.00	50.00	
Application for Cat Breeder Approval (from 1 November 2013)	Per Application	Statutory	Exempt	100.00	100.00	
Surrendered dog fee (euthanasia)	Per Animal	Full	Exempt	150.00	150.00	
Dog Registration (Dog Act 1976)						
Unsterilised - 1 year	Per Animal	Statutory	Exempt	50.00	50.00	
Unsterilised - 3 years	Per Animal	Statutory	Exempt	120.00	120.00	
Dangerous Dog / Restricted Breed						
Sterilised - 1 year	Per Animal	Statutory	Exempt	20.00	20.00	
Sterilised - 3 years	Per Animal	Statutory	Exempt	42.50	42.50	
Lifetime Registration						
Unsterilised	Per Animal	Statutory	Exempt	250.00	250.00	
Sterilised	Per Animal	Statutory	Exempt	100.00	100.00	
Dog Kennel Licence	Per Animal	Statutory	Exempt	200.00	200.00	
Pension discount	Per Application	Statutory	Exempt	50%	50%	
Part year new registrations (after 31 May)	Per Application	Statutory	Exempt	50%	50%	
<i>(for other charges relating to dogs please see below)</i>						
Cat Registration (Regulations pending finalisation that are likely to set fee's)						
Part year new registrations (after 31 May)	Per Animal	Statutory	Exempt	10.00	10.00	
Registration for 1 Year	Per Animal	Statutory	Exempt	20.00	20.00	
Registration for 3 Years	Per Animal	Statutory	Exempt	42.50	42.50	
Registration for life	Per Animal	Statutory	Exempt	100.00	100.00	
Pension discount	Per Animal	Statutory	Exempt	50%	50%	
Horse Permit Fee - Annual Permit						
For access to beaches and reserves	Per Application	Full	Exempt	100.00	100.00	
Beach Access Permit - Annual Permit	Per Application	Full	Exempt	100.00	100.00	
Impounded/Seized Trolleys & Wheeled Recreational Device						
Impound Fee	Per Item	Full	Exempt	60.00	60.00	
Daily Fee thereafter	Per day	Full	Exempt	30.00	30.00	
Impounded/Seized Signs						
Impound Fee	Per Item	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Impounded/ Dogs						
Impound Fee	Per Animal	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Impounded Cats (from 1 November 2013)						
Impound Fee	Per Animal	Full	Exempt	60.00	60.00	
Daily Fee Thereafter	Per Day	Full	Exempt	30.00	30.00	
Overdue Infringement Payment (FER)						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Courtesy Letter Fee	Per Infringement	Statutory	Exempt	19.90	19.90	
Fines Enforcement Registration Fee	Per Infringement	Statutory	Exempt	80.45	80.45	
Vehicle Registration Check	Per Infringement	Statutory	Exempt	3.50	3.50	
LIVESTOCK IMPOUND FEES						
Local Government (Miscellaneous Provisions Act) 1960						
Table of fees chargeable by Authorised City of Mandurah Ranger, Officer or Other Authorised Person in respect of Cattle Impoundment by them.						
In accordance with Section 464 of the Local Government (Miscellaneous Provisions Act) 1960, notice is hereby given that the fees set out in the Fifteenth Schedule of the Act						
Impoundment Fees						
If impounded after 7:00am and before 7:00pm						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	83.00	83.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	83.00	83.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	55.00	55.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	165.00	165.00	
If impounded after 7:00am and before 7:00pm						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	83.00	83.00	
rams or pigs, per head	Per Animal	Partial	Exempt	83.00	83.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	55.00	55.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	165.00	165.00	
If impounded after 7:00pm and before 7:00am						
Entire horses, mules, asses, camels, bulls or boars, per head	Per Animal	Partial	Exempt	165.00	165.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	165.00	165.00	
Wethers, ewes, lambs or goats 1-5 head	Per Animal	Partial	Exempt	110.00	110.00	
Wethers, ewes, lambs or goats 6-10 head	Per Animal	Partial	Exempt	165.00	165.00	
Wethers, ewes, lambs or goats more than 10	Per Animal	Partial	Exempt	220.00	220.00	
Table of charges for sustenance of cattle impounded						
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
For each 24 hours or part thereof						
Entire horses, mules, asses, camels, bulls or boards, per head	Per Animal	Partial	Exempt	11.00	11.00	
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves,	Per Animal	Partial	Exempt	11.00	11.00	
Wethers, ewes, lambs or goats per head	Per Animal	Partial	Exempt	11.00	11.00	
<i>No charge is payable in respect of a suckling animal under the age of six months running with its mother.</i>						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
ADMINISTRATION						
Bonds						
Low Risk	Per Event	Reference	Exempt unless	500.00	500.00	
Medium Risk	Per Event	Reference	Exempt unless	1,000.00	1,000.00	
High Risk	Per Event	Reference	Exempt unless	2,000.00	2,000.00	
Facility Booking Administration						
Administration Fee	Per Booking	Reference	Taxable	25.00	25.00	
Family Discounts						
Casual Entry Discounts						
Visiting Voluntary Workers	Per Transaction	Reference	Taxable	100%	100%	
Under 5's - Stadium	Per Transaction	Reference	Taxable	100%	100%	
Under 3 - Aquatic	Per Transaction	Reference	Taxable	100%	100%	
Carers / Companion Card Holders	Per Transaction	Reference	Taxable	100%	100%	
Concession (Students, Over 60 Years) -	Per Transaction	Reference	Taxable	20%	20%	
Halls Head Facility Booking 10% Community Use Discount				10%	10%	
Swim School 2nd Session per Weekly Lesson	Per Transaction	Reference	Taxable	20%	20%	
Promotional Activities - Marketing Activities						
Applies to all activities marketing and promoting of City of Mandurah Recreation & Sporting activities.	Per Transaction	Reference	Taxable	0-100%	-	New Discount
Membership Discounts						
Perfect Family Fit	Per Transaction	Reference		10%	10%	
Online Discount (Excluding Swim School)	Per Transaction	Reference		10%	10%	
Concession (Student, Over 60 Years)	Per Transaction	Reference	Taxable	20%	20%	
Pension Card Holder (Blue)	Per Transaction	Reference	Taxable	20%	20%	
Health Care Card Holder (Maroon & Yellow)	Per Transaction	Reference	Taxable	20%	20%	
Veterans Affairs Card Holder (Gold)	Per Transaction	Reference	Taxable	20%	20%	
Corporate Memberships - Minimum 5 memberships	Per Transaction	Reference	Taxable	20%	-	New Discount
Members Squash Discount (Peak & Off Peak) - MARC	Per Transaction	Reference	Taxable	20%	20%	
<i>Note: Discounts Do Not Apply to Vacation Care, After School Care or Creche Services. Café Sales and Swim School Discounts for Sporting, Community & NFP Incorporated Groups</i>						
Non Profit Groups - regular hire 5-10hrs p/week discount	Per Session	Reference	Taxable	10%	10%	
Non Profit Groups - regular hire 11-20hrs p/week discount	Per Session	Reference	Taxable	15%	15%	
Non Profit Groups - regular hire >20hrs p/week discount	Per Session	Reference	Taxable	20%	20%	
Sports Program						
Season Fee Upfront				10%	-	New Discount
Half Season Upfront						
Seasonal Promotions	Per Promotion	Reference	Taxable	10-50%	10-50%	
FACILITY HIRE						
Facility Hire - MARC						
<u>Activity Room (Creche)</u>						
Profit Groups	Per Hour	Reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference	Taxable	16.00	16.00	
<u>Clubrooms</u>						
Profit Groups				20.00	20.00	
Non Profit, Community Groups & Schools	Per Hire	Reference	Taxable	16.00	16.00	
<u>Group Fitness Room 1 - per hour (excludes equipment)</u>						
Profit Groups	Per Hour	Reference	Taxable	52.50	52.50	
Non Profit Groups	Per Hour	Reference	Taxable	42.00	42.00	
<u>Group Fitness Room 2 - per hour (excludes equipment)</u>						
Profit Groups	Per Hour	Reference	Taxable	40.00	40.00	
Non Profit Groups	Per Hour	Reference	Taxable	32.00	32.00	
<u>Meeting Room</u>						
Profit Groups	Per Hour	Reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference	Taxable	16.00	16.00	
<u>Outdoor Gym Area</u>						
Profit Groups	Per Hour	Reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference	Taxable	16.00	16.00	
<u>Gymnasium Appraisal Room</u>						
External Hirers (Physios, Exercise Physiologists)	Per Hour	Reference	Taxable	20.00	20.00	
<u>Events Foyer Area</u>						
Profit Groups	Per Hour	Reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	Reference	Taxable	16.00	16.00	
Facility Hire - HHCRC						
<u>Meeting Room</u>						
Profit Groups	Per Hour	reference	Taxable	20.00	20.00	
Non Profit Groups	Per Hour	reference	Taxable	16.00	16.00	
<u>Group Fitness Room - per hour (excludes equipment)</u>						
Profit Groups	Per Hour	reference	Taxable	52.50	52.50	
Non Profit Groups	Per Hour	reference	Taxable	42.00	42.00	
<u>Gymnasium Appraisal Room</u>						
External Hirers (Physios, Exercise Physiologists)	Per Hour	Reference	Taxable	20.00	20.00	
Stadium - MARC & HHCRC						
<u>Discounts for Sporting, Community & NFP Incorporated Groups</u>						
Non Profit Groups - regular hire 5-10hrs p/week discount	Per Session	Reference	Taxable	10%	10%	
Non Profit Groups - regular hire 11-20hrs p/week discount	Per Session	Reference	Taxable	15%	15%	
Non Profit Groups - regular hire >20hrs p/week discount	Per Session	Reference	Taxable	20%	20%	
<u>Court Hire - Stadium (per court, per hour)</u>						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Corporate / Profit Groups	Per Session	Reference	Taxable	58.75	58.75	
Casual - Non Profit	Per Session	Reference	Taxable	47.50	47.50	
Regular - Non Profit	Per Session	Reference	Taxable	35.60	35.60	
Schools	Per Session	Reference	Taxable	35.60	35.60	
Cancellation / Administration Fee	Per Session	Reference	Taxable	25.00	25.00	
Extra Trade Hours - per hour	Per Session	Reference	Taxable	88.00	88.00	
Extra Set Up / Pack Up (Per person, per hr) Weekday 2 hour minimum				40.00	60.00	-33.3%
Extra Set Up / Pack Up (Per person, per hr) Saturday 2 hour minimum				50.00	60.00	-16.7%
Extra Set Up / Pack Up (Per person, per hr) Sunday 2 hour minimum	Per Session	Reference	Taxable	60.00	60.00	
Events						
Additional Cleaning - per hour	Per Session	Reference	Taxable	Market Rate	Market Rate	
AQUATIC FACILITIES - MARC only						
Casual Entry						
Pool (per person)						
Adult	Per Entry	Reference	Taxable	6.40	6.40	
Concession	Per Entry	Reference	Taxable	5.20	5.20	
Under 5			Taxable	Free	Free	
Spectator	Per Entry	Reference	Taxable	-	-	
School Rate	Per Entry	Reference	Taxable	3.30	3.30	
Family Pass (2 x Adult, 2 x Child or 1 Adult, 3 x Child)	Per Entry	Reference	Taxable	19.20	19.20	
Lockers						
Members per hour	Per Entry	Reference	Taxable	Inc Membership	Inc Membership	
Casual Band	Per Entry	Reference	Taxable	2.00	2.00	
With fob/wristband	Per Entry	Reference	Taxable	1.00	1.00	
Aqua Fitness						
Adult	Per Class	Reference	Taxable	12.00	12.00	
Concession/Student	Per Class	Reference	Taxable	10.00	10.00	
Wellness Centre						
Adult	Per entry	Reference	Taxable	12.00	12.00	
Concession				9.60	9.60	
Visit Passes						
Concession / Student						
20 Visits (valid for 6 mths)	Per Entry	Reference	Taxable	96.00	96.00	
50 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	230.00	230.00	
100 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	432.00	432.00	
Adults						
20 Visits (valid for 6 mths)	Per Entry	Reference	Taxable	121.00	121.00	
50 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	288.00	288.00	
100 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	540.00	540.00	
Aqua Fitness Visit Passes						
10 Visits (valid for 6 mths)	Per Class	Reference	Taxable	95.00	95.00	
20 Visits (valid for 12 mths)	Per Class	Reference	Taxable	189.00	189.00	
Lane Hire						
Regular Booking Discount (Weekly Hire)	Per Transaction	Reference	Taxable	25%	25%	
<i>Non profit & Commercial Groups</i>						
Winter Lane Hire Discount (June-August)	Per Hour	Reference	Taxable	20%	20%	
Indoor 25m Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference	Taxable	5.40	5.40	
Pool Lane Hire (per lane / per hour) - Plus Entry - Non Profit	Per Hour	Reference	Taxable	21.50	21.50	
Pool Lane Hire (per lane / per hour) - Plus Entry - Commercial	Per Hour	Reference	Taxable	27.00	27.00	
Learn to Swim Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry	Per Hour	Reference	Taxable	10.75	10.75	
Outdoor 25m Pool						
<i>Note: Availability subject to operational requirements.</i>						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference	Taxable	4.40	4.40	
Pool Lane Hire (per lane / per hour) Plus Entry - Non Profit	Per Hour	Reference	Taxable	16.00	16.00	
Pool Lane Hire (per lane / per hour) Plus Entry - Commercial	Per Hour	Reference	Taxable	20.00	20.00	
Outdoor 50m Pool						
Pool Lane Hire (per lane / per hour) - Plus Entry - Swim Clubs	Per Hour	Reference	Taxable	6.50	6.50	
Pool Lane Hire (per lane / per hour) Plus Entry - Non Profit	Per Hour	Reference	Taxable	24.00	24.00	
Pool Lane Hire (per lane / per hour) Plus Entry - Commercial	Per Hour	Reference	Taxable	30.00	30.00	
Lifeguard for Facility Bookings						
Weekdays	Per Hour	Reference	Taxable	50.00	50.00	
Saturdays	Per Hour	Reference	Taxable	62.50	62.50	
Sundays	Per Hour	Reference	Taxable	75.00	75.00	
CAFÉ - MARC Only						
Food & Beverages	Each	Reference	Determined by product	Market Rate	Market Rate	
CHILD CARE - MARC & HHRC						
Crèche & Big Kids Club						
Single Visit - 1 child - MEMBER	Per Session	Reference	Exempt	5.00	5.00	
Single Visit - 1 child - CASUAL	Per Session	Reference	Exempt	5.00	6.00	-16.7%
Crèche Visit Passes (2 hour session)	Per Session	Reference	Exempt	9.00	9.00	
3 Sessions	Per Session	Reference	Exempt	9.00	-	New Fee
100 Sessions - discount 5%	Per Session	Reference	Exempt	285.00	-	New Fee
Vacation Care						
Single Day attendance, per child	Per day, per child	Reference	Exempt	Market Rate	Market Rate	
Weekly Rate attendance, per child	Per week, per child	Reference	Exempt	Market Rate	Market Rate	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
After School Care						
Single Day - Per Child	Per day, per child	Reference	Exempt	28.00	28.00	
Single Day - Per Child -sibling rate	Per day, per child	Reference	Exempt	26.00	26.00	
Weekly Rate - Per Child	Per week, per child	Reference	Exempt	Market Rate	Market Rate	
HEALTH & FITNESS						
<u>Full Access Day Pass</u>						
Wellness Suite & Gym/Group Fitness	Per Session	Reference	Taxable	23.00	23.00	
Concession	Per Session	Reference	Taxable	18.40	18.40	
<u>Gymnasium</u>						
Single Visit	Per Session	Reference	Taxable	16.00	16.00	
Early Bird (before 8am)	Per Session	Reference	Taxable	13.00	13.00	
Happy Hour (12pm - 2pm)	Per Session	Reference	Taxable	13.00	13.00	
<u>Group Fitness</u>						
Single Visit	Per Class	Reference	Taxable	16.00	16.00	
X-press Class (30min class)	Per Class	Reference	Taxable	12.00	12.00	
Tai Chi, Chi Ball & Come Dance	Per Class	Reference	Taxable	12.00	12.00	
Tai Chi, Chi Ball & Come Dance - concession	Per Class	Reference	Taxable	9.60	9.60	
<u>Teen Work Out</u>						
Single Visit	Per Session	Reference	Taxable	9.60	9.60	
<u>Heart Moves, Beat it, Boomers</u>						
Single Visit	Per Class	Reference	Taxable	7.50	7.50	
10 Pack	Per Class	Reference	Taxable	67.50	67.50	
20 Pack	Per Class	Reference	Taxable	127.50	127.50	
<u>Living Longer Living Stronger (LLLS)</u>						
Single Visit	Per Session	Reference	Taxable	8.50	8.50	
Single Visit (Concession)	Per Session	Reference	Taxable	7.00	7.00	
10 Pack	Per Pack	Reference	Taxable	78.00	78.00	
10 Pack (Concession)	Per Pack	Reference	Taxable	70.00	70.00	
20 Pack	Per Pack	Reference	Taxable	154.00	154.00	
20 Pack (Concession)	Per Pack	Reference	Taxable	138.00	138.00	
Memberships						
<u>Administration Fees</u>						
Entry Passes Cancellation - Administration fee	Per Cancellation	Reference	Taxable	25.00	25.00	
Membership Cancellation Fee - Gym Fit 20 Visit only	Per Cancellation	Reference	Taxable	25.00	25.00	
Membership Cancellation Fee - all others	Per Cancellation	Reference	Taxable	25.00	25.00	
Membership Transfer Fee	Per Transfer	Reference	Taxable	25.00	25.00	
Appraisal - 1 hour	Per Appraisal	Reference	Taxable	60.00	60.00	
RFID Band New / Replacement	Per RFID	Reference	Taxable	5.00	5.00	
Membership Card Replacement	Per Card	Reference	Taxable	5.00	5.00	
Aqua Membership - MARC only						
1 Month	Per Membership	Reference	Taxable	48.00	48.00	
3 Month	Per Membership	Reference	Taxable	130.00	130.00	
6 Month	Per Membership	Reference	Taxable	242.00	242.00	
12 Month	Per Membership	Reference	Taxable	480.00	480.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	19.50	24.00	-18.8%
Direct Debit - Monthly	Per Membership	Reference	Taxable	41.00	45.00	-8.9%
AquaWellness Membership MARC only - New						
1 Month	Per Membership	Reference	Taxable	74.00	74.00	
3 Month	Per Membership	Reference	Taxable	193.00	193.00	
6 Month	Per Membership	Reference	Taxable	345.00	345.00	
12 Month	Per Membership	Reference	Taxable	632.00	632.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	25.30	34.00	-25.6%
Direct Debit - Monthly	Per Membership	Reference	Taxable	53.70	67.00	-19.9%
Aqua Fit Membership - MARC only						
1 Month	Per Membership	Reference	Taxable	85.00	85.00	
3 Month	Per Membership	Reference	Taxable	243.00	243.00	
6 Month	Per Membership	Reference	Taxable	445.00	445.00	
12 Month	Per Membership	Reference	Taxable	760.00	760.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	30.20	40.00	-24.5%
Direct Debit - Monthly	Per Membership	Reference	Taxable	64.30	80.00	-19.6%
AquaFit Wellness Membership MARC only						
1 Month	Per Membership	Reference	Taxable	117.00	117.00	
3 Month	Per Membership	Reference	Taxable	306.00	306.00	
6 Month	Per Membership	Reference	Taxable	547.00	547.00	
12 Month	Per Membership	Reference	Taxable	912.00	912.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	36.10	50.00	-27.8%
Direct Debit - Monthly	Per Membership	Reference	Taxable	77.00	100.00	-23.0%
Elite Membership (Full Access) - MARC & HHCRC						
1 Month	Per Membership	Reference	Taxable	122.00	122.00	
3 Month	Per Membership	Reference	Taxable	355.00	355.00	
6 Month	Per Membership	Reference	Taxable	599.00	599.00	
12 Month	Per Membership	Reference	Taxable	1,050.00	1,050.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	41.40	58.00	-28.6%
Direct Debit - Monthly	Per Membership	Reference	Taxable	88.50	110.00	-19.5%
Lifestyle Membership - MARC & HHCRC						
1 Month	Per Membership	Reference	Taxable	106.00	106.00	
3 Month	Per Membership	Reference	Taxable	285.00	285.00	
6 Month	Per Membership	Reference	Taxable	530.00	530.00	
12 Month	Per Membership	Reference	Taxable	920.00	920.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	36.40	50.00	-27.2%

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Direct Debit - Monthly	Per Membership	Reference	Taxable	77.70	98.00	-20.7%
GymFit Membership (Gym & Group Fitness Access only)						
1 Month	Per Membership	Reference	Taxable	90.00	90.00	
3 Month	Per Membership	Reference	Taxable	246.00	246.00	
6 Month	Per Membership	Reference	Taxable	455.00	455.00	
12 Month	Per Membership	Reference	Taxable	772.00	772.00	
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	30.70	42.00	-26.9%
Direct Debit - Monthly	Per Membership	Reference	Taxable	65.30	82.00	-20.4%
GymFit Visit Card Membership						
20 Visits (valid for 6 mths)	Per Membership	Reference	Taxable	236.00	236.00	
50 Visits (valid for 12 mths)	Per Membership	Reference	Taxable	540.00	540.00	
100 Visits (valid for 18 mths)	Per Membership	Reference	Taxable	977.00	977.00	
Teen Work Out Club						
3 Month	Per Membership	Reference	Taxable	118.00	147.00	-19.7%
3 Month + Aquatics (Pools only)-MARC	Per Membership	Reference	Taxable	152.00	189.00	-19.6%
Direct Debit - Fortnightly	Per Membership	Reference	Taxable	20.00	24.00	-16.7%
Direct Debit - Monthly	Per Membership	Reference	Taxable	36.00	47.00	-23.4%
Direct Debit + Aquatics - Fortnightly	Per Membership	Reference	Taxable	24.00	30.00	-20.0%
Direct Debit + Aquatics - Monthly	Per Membership	Reference	Taxable	47.00	59.00	-20.3%
School Holiday Membership (14 days) (Available during school holiday periods)						
Online	Per Membership	Reference	Taxable	16.80	-	New Fee
InCentre	Per Membership	Reference	Taxable	19.80	-	New Fee
Group Training (per session, per hour)						
Up to 20 people	Per session, Per hour	Reference	Taxable	128.00	128.00	
Schools Groups	Per session, Per hour	Reference	Taxable	100.00	100.00	
Personal Training						
HiIT PT - New						
Single Session - 20 min	Per Session	Reference	Taxable	30.00	30.00	
Members - New Member Pack (1 client x 1 trainer)						
3 Pack - 30 min sessions	per pack	Reference	Taxable	99.00	99.00	
Members (1 client x 1 trainer)						
Single Session - 30 min	Per Session	Reference	Taxable	39.00	39.00	
Single Session - 60 min	Per Session	Reference	Taxable	73.00	73.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference	Taxable	15%	15%	
Members (2 clients x 1 trainer)						
Single Session - 30 min	Per Session	Reference	Taxable	57.00	57.00	
Single Session - 60 min	Per Session	Reference	Taxable	89.00	89.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference	Taxable	15%	15%	
Non-Members (1 client x 1 trainer)						
Single Session - 30 min	Per Session	Reference	Taxable	57.00	57.00	
Single Session - 60 min	Per Session	Reference	Taxable	78.00	78.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference	Taxable	15%	15%	
Non-Members (2 clients x 1 trainer)						
Single Session - 30 min	Per Session	Reference	Taxable	63.00	63.00	
Single Session - 60 min	Per Session	Reference	Taxable	94.00	94.00	
Multiple Sessions Discount						
Purchase of 5 to 9 sessions - 5%	Per Session	Reference	Taxable	5%	5%	
Purchase of 10 to 19 sessions - 10%	Per Session	Reference	Taxable	10%	10%	
Purchase of 20 or more sessions - 15%	Per Session	Reference	Taxable	15%	15%	
LIFESTYLE PROGRAMS						
Administration Fees						
Course Cancellation Fee	Per Cancellation	Reference	Taxable	25.00	25.00	
Birthday Parties (Maximum 20 children)						
After 20 children - per child						
Aquatic Games - per hour	Per Hour	Reference	Taxable	360.00	360.00	
Aquatic Inflatable - per hour	Per Hour	Reference	Taxable	360.00	360.00	
Themed Parties - per hour	Per Hour	Reference	Taxable	360.00	360.00	
Sports Parties - per hour	Per Hour	Reference	Taxable	360.00	360.00	
Extra Lifeguards - if more than 25 children, per hour	Per Hour	Reference	Taxable	77.25	91.50	-15.6%
Additional charge for Sundays	Per Party	Reference	Taxable	60.00	60.00	
Course Registrations						
Adult Courses	Per Course	Reference	Taxable	Market Rate	Market Rate	
Children's Courses	Per Course	Reference	Taxable	Market Rate	Market Rate	
Coaching Courses (Casual) - per child per session	Per Course	Reference	Taxable	8.00	8.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
RETAIL - MARC only						
Various	Market Rate	Reference	Determined by product	Market Rate	Market Rate	
SPORTS - MARC & HHCRC						
Casual Entry						
Stadium (per person)						
Adult	Per Entry	Reference	Taxable	6.40	6.40	
Concession / Student	Per Entry	Reference	Taxable	5.20	5.20	
Under 5	Per Entry	Reference	Taxable	Free	Free	
Spectator - Event Specific	Per Entry	Reference	Taxable	Market Rate	Market Rate	
School	Per Entry	Reference	Taxable	3.30	3.30	
Family Pass (2 x Adult, 2 x Child or 1 Adult, 3 x Child)	Per Entry	Reference	Taxable	19.20	19.20	
Day Ticket (Carnivals & Events)				Market Rate	Market Rate	
Casual Entry - Visit Passes						
Concession / Student						
20 Visits (valid for 6 mths)	Per Entry	Reference	Taxable	96.00	96.00	
50 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	230.00	230.00	
100 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	432.00	432.00	
Adults						
20 Visits (valid for 6 mths)	Per Entry	Reference	Taxable	121.00	121.00	
50 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	288.00	288.00	
100 Visits (valid for 12 mths)	Per Entry	Reference	Taxable	540.00	540.00	
Court Hire - Stadium (per court, per hour)						
Events						
Additional Cleaning - per hour	Per Session	Reference	Taxable	Market Rate	Market Rate	
Squash 1/2 Hour			Taxable	10.50	10.50	
Squash 1 Hour			Taxable	21.00	21.00	
Team Sport Competitions - Seniors						
per game fee	Per Game	Reference	Taxable	60.00	60.00	
Team Sport Competitions - Juniors						
per game fee	Per season, Per team	Reference	Taxable	49.00	49.00	
SWIM SCHOOL - MARC only						
<i>Includes Infants, Pre-school, Learn to Swim, Stroke Development & Adult Lessons</i>						
<u>Administration</u>						
Cancellation / Administration Fee	Per Enrolment	Reference	Exempt	25.00	25.00	
<u>Enrolments</u>						
Per weekly lesson	Per Enrolment	Reference	Exempt	15.00	15.00	New Fee
2nd session per weekly lesson	Per Enrolment	Reference	Exempt	20%	20%	New Fee
<u>Direct Debit - New Enrolment</u>						
Fortnightly Payments	Per Enrolment	Reference	Exempt	30.00	30.00	
Stroke Clinic and Aquatic Education Programs - 1hr				20.00	-	New Fee
Casual Lesson Per Lesson - 30 mins				17.00	16.00	6.3%
<u>School Holiday Program</u>						
5 Day - per child	Per Enrolment	Reference	Taxable	75.00	75.00	
Per Day - per child	Per Enrolment	Reference	Taxable	13.65	13.65	
<u>Private Lessons</u>						
15 Minute Lesson - one child	Per Enrolment	Reference	Exempt	42.00	42.00	
30 Minute Lesson - one child	Per Enrolment	Reference	Exempt	60.00	60.00	
15 Minute Special Needs Lesson -per child	Per Enrolment	Reference	Exempt	21.00	21.00	
30 Minute Special Needs Lesson - per child	Per Enrolment	Reference	Exempt	36.50	36.50	
<u>Training Courses</u>						
Bronze Medallion Award	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Bronze Requalification Award	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Bronze Medallion Full Course	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Bronze Medallion Requalification	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Bronze Star Award	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Resuscitation Award	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
Resuscitation Only Course	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	
First Aid Course - Full Course & Requalification	Per Enrolment	Reference	Exempt	Market Rate	Market Rate	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Community Halls & Pavilions						
Class A Facilities						
- HH Parade Community & Sports Facility						
- Meadow Springs Sports Facility						
- Peelwood Sports Facility 1 Oct - 31 March						
- Mandurah Bowling & Community Centre						
- Lakelands Park Clubrooms - Function Room						
- Rushton North Pavillion - Large Function Room						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	53.50	53.50	
Commercial Regular	Per Hour	Partial	Taxable	35.00	35.00	
Community Casual	Per Hour	Partial	Taxable	25.00	25.00	
Community Regular	Per Hour	Partial	Taxable	21.00	21.00	
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	16.00	16.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	66.50	66.50	
Commercial Regular	Per Hour	Partial	Taxable	44.50	44.50	
Community Casual	Per Hour	Partial	Taxable	32.00	32.00	
Community Regular	Per Hour	Partial	Taxable	25.50	25.50	
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	20.00	20.00	
Class B Facilities						
- Bortolo Pavilion						
- Coodanup Community Centre						
- Falcon Pavilion						
- Thomson St Netball Pavilion						
- Merlin Street Pavilion						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	49.00	49.00	
Commercial Regular	Per Hour	Partial	Taxable	32.00	32.00	
Community Casual	Per Hour	Partial	Taxable	23.00	23.00	
Community Regular	Per Hour	Partial	Taxable	19.00	19.00	
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	15.00	15.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	61.00	61.00	
Commercial Regular	Per Hour	Partial	Taxable	40.00	40.00	
Community Casual	Per Hour	Partial	Taxable	28.50	28.50	
Community Regular	Per Hour	Partial	Taxable	23.50	23.50	
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	18.00	18.00	
Class C Facilities						
- Sutton St Hall - Church Studio						
- Madora Bay Community Hall						
- Ocean Road Sports Facility						
- Mandurah Family & Community Centre						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	42.50	42.50	
Commercial Regular	Per Hour	Partial	Taxable	28.50	28.50	
Community Casual	Per Hour	Partial	Taxable	21.00	21.00	
Community Regular	Per Hour	Partial	Taxable	17.00	17.00	
Junior & Senior Regular and School Curriculum Activities	Per Hour	Partial	Taxable	14.00	14.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	53.50	53.50	
Commercial Regular	Per Hour	Partial	Taxable	35.50	35.50	
Community Casual	Per Hour	Partial	Taxable	26.50	26.50	
Community Regular	Per Hour	Partial	Taxable	21.00	21.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	17.00	17.00	
Class D Facilities						
- Southern Estuary Hall						
- Rushton North - Small Function Room						
- Coodanup Playgroup Centre						
- Lakelands Community House						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	23.00	23.00	
Commercial Regular	Per Hour	Partial	Taxable	16.00	16.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Community Casual	Per Hour	Partial	Taxable	11.00	11.00	
Community Regular	Per Hour	Partial	Taxable	9.00	9.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	7.00	7.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	28.50	28.50	
Commercial Regular	Per Hour	Partial	Taxable	20.00	20.00	
Community Casual	Per Hour	Partial	Taxable	14.00	14.00	
Community Regular	Per Hour	Partial	Taxable	11.00	11.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	9.00	9.00	
Kiosk						
- Merlin St Reserve Pavilion						
- Thomson St Netball Pavilion						
- Bortolo Pavilion						
- Coote Reserve*						
- Rushton Main						
- Meadow Springs Sports Facility						
- Lakelands Park						
- Ocean Road Sports Facility						
Daytime						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	37.00	37.00	
Commercial Regular	Per Hour	Partial	Taxable	25.00	25.00	
Community Casual	Per Hour	Partial	Taxable	19.00	19.00	
Community Regular	Per Hour	Partial	Taxable	14.50	14.50	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	11.00	11.00	
Evening						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	49.00	49.00	
Commercial Regular	Per Hour	Partial	Taxable	32.50	32.50	
Community Casual	Per Hour	Partial	Taxable	23.50	23.50	
Community Regular	Per Hour	Partial	Taxable	19.00	19.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	15.00	15.00	
Office Space						
- Mandurah Bowling & Community Centre						
Daytime only						
Commercial Casual	Per Half Day	Partial	Taxable	76.00	-	New Fee
Commercial Regular	Per Half Day	Partial	Taxable	50.00	-	New Fee
Community Casual	Per Half Day	Partial	Taxable	38.00	-	New Fee
Community Regular	Per Half Day	Partial	Taxable	29.00	-	New Fee
Junior & Senior Regular	Per Half Day	Partial	Taxable	21.50	-	New Fee
Office Space						
- Mandurah Bowling & Community Centre						
Daytime only						
Commercial Casual	Per Day	Partial	Taxable	148.50	148.50	
Commercial Regular	Per Day	Partial	Taxable	98.00	98.00	
Community Casual	Per Day	Partial	Taxable	74.00	74.00	
Community Regular	Per Day	Partial	Taxable	56.00	56.00	
Junior & Senior Regular	Per Day	Partial	Taxable	42.00	42.00	
Meeting Rooms						
- Coodanup Community Centre						
- Meadow Springs Sports Facility						
- Peelwood Parade Sports Facility 1 Oct - 31 March						
- Lakelands Park Clubrooms - Meeting Room						
Daytime						
Commercial Casual	Per Hour	Partial	Taxable	23.00	23.00	
Commercial Regular	Per Hour	Partial	Taxable	16.00	16.00	
Community Casual	Per Hour	Partial	Taxable	11.00	11.00	
Community Regular	Per Hour	Partial	Taxable	9.00	9.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	7.00	7.00	
Evening						
Commercial Casual	Per Hour	Partial	Taxable	28.50	28.50	
Commercial Regular	Per Hour	Partial	Taxable	20.00	20.00	
Community Casual	Per Hour	Partial	Taxable	14.00	14.00	
Community Regular	Per Hour	Partial	Taxable	11.00	11.00	
Junior & Senior Regular and School Curriculum Activity	Per Hour	Partial	Taxable	9.00	9.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Mandurah Business and Development Centre						
Conference Room Hire	Half Day	Partial	Taxable	100.00	-	New Fee
Conference Room Hire	Full Day	Partial	Taxable	140.00	-	New Fee
Day Office Hire (Office 15 & 11)	Per hour	Partial	Taxable	20.00	-	New Fee
Day Office Hire (Office 15 & 11)	Half Day	Partial	Taxable	50.00	-	New Fee
Day Office Hire (Office 15 & 11)	Full Day	Partial	Taxable	80.00	-	New Fee
Administration Fee						
Booking Fee			Taxable	45.00	45.00	
Liquor permit (Casual)	Per Hour	Partial	Exempt	35.00	35.00	
Liquor permit (Seasonal)	Per Hour	Partial	Exempt	110.00	110.00	
Facility Bonds						
Low Risk Events - Booking	Per Hour	Partial	Exempt	500.00	500.00	
Medium Risk Events - Booking	Per Hour	Partial	Exempt	1,000.00	1,000.00	
High Risk Events - Booking	Per Hour	Partial	Exempt	2,000.00	2,000.00	
Discounts						
Registered Charity	Per Hour	Partial	Taxable	50%	50%	
Approved Fee Waivers				100%	100%	
Storage						
Large (i.e. Paddle Sports Shed)	Annual	Partial	Taxable	950.00	950.00	
Medium	Annual			550.00	550.00	
Small	Annual	Partial	Taxable	275.00	275.00	
Facility Fee Information						
Facility Classification			Facility Rate Application Guidelines			
" Class A Facility" can occupy >200 + persons			"Class A Facilities" are regarded as the base line for determining Lighting Fees for Community Halls and Pavilions.			
" Class B Facility can occupy 100 - 200 persons			"Class B Facilities" are discounted 10% from "Class A Facilities"			
" Class C Facility can occupy < 100 persons			"Class C Facilities" are discounted 20% from "Class A Facilities"			
" Class D Facility can occupy < 50 persons			"Class D Facilities" are discounted 50% from "Class A Facilities"			
Hirer Rate Application Guidelines			Definitions of Hirer			
"Community Regular" is regarded as the base rate for the hire of Community Halls & Pavilions.			"Casual Hirer" less than 12 bookings per annum			
"Commercial Regular" is equal to the Community Regular hire rate + 75%			"Regular Hirer" more than 12 bookings per annum			
"Community Casual Hire" rates are equal to the "Community regular" hire rate + 25%			"Community Hirer" non for profit group or club			
"Commercial Casual Hire" rates are equal to the "Commercial Regular Hire" rate + 50%			"Commercial Hirer" for profit business or group			
"Junior & Senior Regular" and "School Curriculum Activity" rates are equal to "Community			"School Curriculum Activities" Public or Private School			
"Evening rates" are equal to the Day rate + 25%			"Junior Regular" majority of participants under 18 yrs			
"Meeting Rooms" rate is equal to the "Community Regular" halls and pavilions rate - 75%			"Senior Regular" majority of participants over 55 yrs			
*Coote Reserve Kiosk hired at 50% advertised rate						
Fee Waivers as per delegated authority up to 100%						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
ACTIVE SPORTS RESERVES & POS						
HIGH IMPACT SPORT						
Junior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	8.20	8.20	
Senior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	40.00	40.00	
*Casual Community Per Day	Per Day	Partial Recovery	Taxable	174.00	174.00	
*Casual Community Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Community - Junior Per Day	Per Day	Partial Recovery	Taxable	87.50	87.50	
Casual Community - Junior Per Hour	Per Hour	Partial Recovery	Taxable	15.00	15.00	
Casual Commercial Per Hour	Per Hour	Partial Recovery	Taxable	44.00	44.00	
Casual Commercial Per Day	Per Day	Partial Recovery	Taxable	262.00	262.00	
Regular Commercial Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Private School Per Day	Per Day	Partial Recovery	Taxable	65.50	65.50	
Casual Private School Per Hour	Per Hour	Partial Recovery	Taxable	11.20	11.20	
LOW IMPACT SPORT						
Junior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	7.15	7.15	
Senior Sporting Per Player Per Team (Seasonal)	Per Season	Partial Recovery	Taxable	32.50	32.50	
*Casual Community Per Day	Per Day	Partial Recovery	Taxable	116.00	116.00	
*Casual Community Per Hour	Per Hour	Partial Recovery	Taxable	19.50	19.50	
Casual Community - Junior Per Day	Per Day	Partial Recovery	Taxable	57.00	57.00	
Casual Community - Junior Per Hour	Per Hour	Partial Recovery	Taxable	9.20	9.20	
Casual Commercial Per Hour	Per Hour	Partial Recovery	Taxable	29.00	29.00	
Casual Commercial Per Day	Per Day	Partial Recovery	Taxable	174.50	174.50	
Regular Commercial Per Hour	Per Hour	Partial Recovery	Taxable	20.00	20.00	
Turf Wicket Weekend (Sat/Sun)	Per Day	Partial Recovery	Taxable	229.50	229.50	
Turf Wicket Daily During The Week	Per Day	Partial Recovery	Taxable	107.00	107.00	
Casual Private School Per Day	Per Day	Partial Recovery	Taxable	44.50	-	New Fee
Casual Private School Per Hour	Per Hour	Partial Recovery	Taxable	7.50	-	New Fee
Outdoor Sports Courts						
Thompson Street - charged						
Lakelands SUA, Halls Head College SUA, Falcon Reserve, Madora Bay - no charge						
*Outdoor Sports Courts Per Hour Casual - Thompson St Only	Per Hour	Partial Recovery	Taxable	10.20	10.20	
*Outdoor Sports Courts Per Hour Regular - Thompson St Only	Per Hour	Partial Recovery	Taxable	6.20	6.20	
Special Event Grounds:						
Western Foreshore / Hall Park / Eastern Foreshore / Rushton Park / Meadow Springs Sports Reserve / Peelwood Reserves / Keith Holmes Reserve						
Half Day						
Community Not For Profit	Per Session	Partial Recovery	Taxable	100.00	100.00	
Commercial	Per Session	Partial Recovery	Taxable	250.00	250.00	
Full Day						
Community Not For Profit	Per Session	Partial Recovery	Taxable	200.00	200.00	
Commercial	Per Session	Partial Recovery	Taxable	500.00	500.00	
Weekly						
Community Not For Profit	Per Session	Partial Recovery	Taxable	1000.00	1,000.00	
Commercial	Per Session	Partial Recovery	Taxable	2500.00	2,500.00	
Administration Fees						
Booking Fee	Per Booking	Partial Recovery	Taxable	45.00	45.00	
Community Markets (Public open Space)	Per Booking	Partial Recovery	Exempt	50.00	50.00	
Liquor Permit (casual)	Per Booking	Partial Recovery	Exempt	35.00	35.00	
Power Use POS per hour	Per Hour	Partial Recovery	Taxable	5.00	5.00	
Bonds						
Low Risk	Per Booking		Exempt unless fo	500.00	500.00	
Medium Risk	Per Booking		Exempt unless fo	1000.00	1,000.00	
High Risk	Per Booking		Exempt unless fo	2000.00	2,000.00	
Commercial Event High Risk	Per Booking		Exempt unless fo	10000.00	10,000.00	
Key Replacement	Per Booking		Exempt unless fo	30.00	30.00	
* See guidelines below						
Parks and Reserves Guidelines						
"Junior Sporting" - a club / group with participants under 18 yrs hiring on a seasonal basis						
"Senior Sporting" - a club / group with participants over 18 yrs hiring on a seasonal basis						
"High" - is the impact associated with the following sports on reserves:AFL,Socer,Rugby Union,Rugby League						
"Low" - is the impact associated with the following sports on reserves:All other reserve based sports						
"Casual Community - Junior" equals 50% of Casual Community "						
"Casual Commercial" rates equal "Casual Community" rates + 50%.						
"Casual Private School" rates equal "Casual Community - Junior" day rates - 25%						
Fee Exceptions - 5 -a - side Soccer, Touch Football, Summer Netball, AFL 9's (All activities only include one competition date per week, no training nights)						
Junior Competition - Clubs will be charged per player 50% of the "Junior Sporting Fee"						
Senior Competition - Clubs will be charged per player 50% of the "Senior Sporting Fee"						
Pre -Season Training						
Junior Sporting clubs will be charged the ' Casual Community Hourly Rate'						
Junior Sporting Clubs will be charged the ' Casual Community - Junior Hourly Rate'						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Community Hire Rates:						
Active Sports Reserves						
Bortolo Reserve - North						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Bortolo Reserve - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Coote Reserve (3 Poles only)						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	23.00	23.00	
Falcon Reserve						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Hall Park						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Laklands PARK - North						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.60	-	New Fee
150 Lux	Per Hour	Partial Cost Recovery	Taxable	31.50	-	New Fee
Laklands PARK - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	26.00	-	New Fee
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.60	-	New Fee
Meadow Springs - Main						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
200 Lux	Per Hour	Partial Cost Recovery	Taxable	33.50	33.50	
Meadow Springs - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Merlin Street Reserve						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Ocean Road Reserve						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Peelwood Reserve 1 - North						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Peelwood Reserve 1 - South						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
300 Lux	Per Hour	Partial Cost Recovery	Taxable	59.00	59.00	
Peelwood Reserve 2						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Peelwood Reserve 3						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
100 Lux	Per Hour	Partial Cost Recovery	Taxable	28.00	28.00	
Rushton Park Main						
150 Lux	Per Hour	Partial Cost Recovery	Taxable	43.00	43.00	
300 Lux	Per Hour	Partial Cost Recovery	Taxable	59.00	59.00	
Rushton Park North - Dower Street						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Rushton Park North - Thomson Street						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	25.50	25.50	
Tindale Reserve (2 Poles only)						
50 Lux	Per Hour	Partial Cost Recovery	Taxable	20.50	20.50	
Outdoor Sports Courts						
Thomson Street Netball Courts						
100 Lux - 1 Court (2 Poles)	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
All Lighting	Per Hour	Partial Cost Recovery	Taxable	22.50	22.50	
Coote Reserve Sports Courts						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
Falcon Reserve Sports Courts						
100 Lux	Per Hour	Partial Cost Recovery	Taxable	4.60	4.60	
Commercial Hire Rates:						
Active Sports Reserves & Outdoor Sports Courts	Per Hour	Partial Cost Recovery	Taxable	Community Hire Rate + 25%	Community Hire Rate + 25%	
Notes:						
New fee structure developed and recommended for simplicity and consistency. Previously, clubs have been charged varying rates depending on the reserve / park that they hire. This new approach is based on the standard of lighting available (lux levels) and does not differentiate between the various lighting systems installed.						
Fee Guidelines:						
50 Lux - Base Rate						
100 Lux = 50 Lux + 10%						
150 Lux = 100 Lux + 10%						
200 Lux = 100 Lux + 20%						
300 Lux = 200 Lux + 75%						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Room Hire						
Counselling Room						
Commercial Casual	Half Day	Full	Taxable	20.00	20.00	
Commercial Regular	Half Day	Full	Taxable	15.00	15.00	
Community Casual	Half Day	Full	Taxable	7.00	7.00	
Community Regular	Half Day	Full	Taxable	5.00	5.00	
Main Hall						
Commercial Casual/Private Function	Per Hour	Full	Taxable	65.00	65.00	
Commercial Regular	Per Hour	Full	Taxable	50.00	50.00	
Community Casual	Per Hour	Full	Taxable	40.00	40.00	
Community Regular	Per Hour	Full	Taxable	30.00	30.00	
Activity Room						
Commercial Casual/Private Function	Per Hour	Full	Taxable	51.00	51.00	
Commercial Regular	Per Hour	Full	Taxable	46.00	46.00	
Community Casual	Per Hour	Full	Taxable	34.00	34.00	
Community Regular	Per Hour	Full	Taxable	28.50	28.50	
Kitchen						
Commercial Casual/Private Function	Per Hour	Full	Taxable	31.00	31.00	
Commercial Regular	Per Hour	Full	Taxable	25.00	25.00	
Community Casual	Per Hour	Full	Taxable	18.50	18.50	
Community Regular	Per Hour	Full	Taxable	15.00	15.00	
Meeting/Training Room						
Commercial Casual/Private Function	Per Hour	Full	Taxable	24.00	24.00	
Commercial Regular	Per Hour	Full	Taxable	20.00	20.00	
Community Casual	Per Hour	Full	Taxable	15.00	15.00	
Community Regular	Per Hour	Full	Taxable	12.00	12.00	
Computer Room						
Commercial Casual	Per Hour	Full	Taxable	36.00	36.00	
Commercial Regular	Per Hour	Full	Taxable	33.00	33.00	
Community Casual	Per Hour	Full	Taxable	21.50	21.50	
Community Regular	Per Hour	Full	Taxable	18.50	18.50	
Vehicle Hire						
Bus per kilometre travelled (includes cost for fuel)	Per Km	Full	Taxable	1.64	1.64	
Transit Van per kilometre travelled (includes cost for fuel)	Per Km	Full	Taxable	0.99	0.99	
Room or bus cleaning	As required	Full	Taxable	160.00	160.00	
Other Charges						
<u>Bonds & Call Out fees</u>						
Bond for Room Hire	Per hire	Full	Exempt unless	250.00	250.00	
Bond for Vehicle Hire	Per hire	Full	Exempt unless	250.00	250.00	
Key bond	Per hire	Full	Exempt unless	50.00	50.00	
Call out required due to unarmed alarm	Per Call out	Full	Taxable	150.00	150.00	
After Hours Security Call Out	As required	Full	Taxable	160.00	160.00	
Hire Cancellation fee	Per Booking	Full	Taxable	35.00	35.00	
<u>Programs</u>						
Performance and Drama Skills Note: There is a concession discount term - \$15.00	Per term	Full	Taxable	30.00	30.00	
Young Womens Program Note: There is a concession discount term - \$10.00.	Per Person	Full	Taxable	25.00	25.00	
Young Men's Program	Per Person	Full	Taxable			
Game Club	Per Person	Full	Taxable	2.00	2.00	
Music Program	Per Person	Full	Taxable			
Art Program	Per Person	Full	Taxable	25.00	25.00	
Cooking Program	Per Person	Full	Taxable	25.00	25.00	
Boxing (first class free)	Per Session	Full	Taxable			
Boxing -After First Class	Per Session	Full	Taxable	6.00	6.00	
Boxing-Two sessions within the same week	Per Session	Full	Taxable	10.00	10.00	
Barista Skills (2 half day sessions)	Per Person	Full	Taxable	10.00	10.00	
School Holiday Program Note: There is a concession discount for SHP Concession price \$12.00.	Per Person	Full	Taxable	24.00	24.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Book Club - one set of books for one month	Per Book Set	Partial	Taxable	25.00	25.00	
Notice Processing Fee for overdue or lost items	Per notice	Partial	Taxable	5.50	5.50	
Lost items - replacement cost	Per Item	Full	Taxable	Item Cost	Item Cost	
Book Sale Items	Item	Partial	Taxable	Cost Determined	3 for \$1.00	
Printing & Copying						
Printing & Photocopying - A4 sheet	Per Page	Partial	Taxable	0.50	0.50	
- A3 sheet	Per Page	Partial	Taxable	1.00	1.00	
- A4 colour	Per Page	Partial	Taxable	2.20	2.20	
- A3 colour	Per Page	Partial	Taxable	3.30	3.30	
Photocopied Articles from SLWA	Per Request	Full	Taxable	Item Cost	Item Cost	
Laminating						
A4 sheet	Per Sheet	Full	Taxable	2.60	2.60	
A3 sheet	Per Sheet	Full	Taxable	4.60	4.60	
Pouch/Credit Card size (business cards etc)	Per Pouch	Full	Taxable	1.00	1.00	
Binding						
6mm/25 sheets (documents, resumes etc)	Per Document	Full	Taxable	4.50	4.50	
8mm/45 sheets (documents, resumes etc)	Per Document	Full	Taxable	6.50	6.50	
19mm/45 sheets (documents, resumes etc)	Per Document	Full	Taxable	8.50	8.50	
<i>All binding includes binding strip, plastic cover and backing paper</i>						
Replacement of Membership Card	Per Card	Full	Taxable	6.00	6.00	
Library Bag	Per Bag	Full	Taxable	2.50	2.50	
Events						
Events - Guest Speakers	Per Event	Partial	Taxable	Cost Determined	Cost Determined	
Programs						
Made by Me	Per Workshop	Partial	Taxable	5.00	5.00	
Workshops	Per Workshop	Partial	Taxable	Cost determined	Cost determined	
Bond						
Bonds (GST free unless forfeited)						
Bond for Room Hire	Per hire	Full	Exempt unless forfeited	250.00	-	New Fee
Keys per set	Per Set	Partial	Exempt unless forfeited	50.00	50.00	
Other Charges						
Alarm Call Out Fee per incident	Per Incident	Full	Taxable	150.00	150.00	
Alcohol Consumption Permit	One Off	Reference	Exempt	35.00	-	New Fee
Alcohol Consumption Permit	Annual	Reference	Exempt	110.00	-	New Fee
Falcon Community Rooms						
FabLab - Computer Training Room						
Commercial Casual/Private Function-Falcon Community Rooms	Per Hour	Partial	Taxable	62.00	62.00	
Commercial Regular	Per Hour	Partial	Taxable	57.00	57.00	
Community Casual	Per Hour	Partial	Taxable	37.00	37.00	
Community Regular	Per Hour	Partial	Taxable	31.00	31.00	
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
Large Undivided Room						
Type C Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	38.00	38.00	
Commercial Regular	Per Hour	Partial	Taxable	30.00	30.00	
Community Casual	Per Hour	Partial	Taxable	22.00	22.00	
Community Regular	Per Hour	Partial	Taxable	17.00	17.00	
Lakeland Library Community Rooms						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
Large Undivided Room						
Type C Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	38.00	38.00	
Commercial Regular	Per Hour	Partial	Taxable	30.00	30.00	
Community Casual	Per Hour	Partial	Taxable	22.00	22.00	
Community Regular	Per Hour	Partial	Taxable	17.00	17.00	
Mandurah Library Meeting Room						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	
Community Regular	Per Hour	Partial	Taxable	13.00	13.00	
MUSEUM						
Local Studies						
A4 photographic print. <i>inc. Research, staff time, delivery to printer but not cost of printing</i>	Each	Full	Exempt	17.50	17.50	
A3 photographic print <i>inc. Research, staff time, delivery to printer but not cost of printing</i>	Each	Full	Exempt	47.50	47.50	
Digital Photograph	Each	Full	Taxable	50.00	50.00	
Sale of books & other items	Each	Full	Taxable	Cost Determined	Cost Determined	
Museum Local Studies Room or Old Schoolroom						
Small Meeting Room						
Type D Facilities						
Commercial Casual/Private Function	Per Hour	Partial	Taxable	19.00	19.00	
Commercial Regular	Per Hour	Partial	Taxable	17.00	17.00	
Community Casual	Per Hour	Partial	Taxable	15.00	15.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Studio Residency Program						
Studio Residency Program -Three month Licence	Per three months	Full	Taxable	137.40	137.40	
Exhibition & Gallery Workshop Program						
General EOI Exhibition	Per Week	Full	Taxable	163.36	163.36	
Community Workshops in Gallery Space	Per 4 hour hire	Full	Taxable	34.71	34.71	
Commercial Workshops in Gallery Space	Per 4 hour hire	Full	Taxable	69.01	69.01	
Workshop Facilitation Program						
Administration fee	First booking only	Full	Taxable	45.00	-	New Fee
Community Workshops in Workshops Space	Per 4 hour hire	Full	Taxable	20.01	20.01	
Commercial Workshops in Workshops Space	Per 4 hour hire	Full	Taxable	46.76	46.76	
Bonds & Other Fees						
Lost key replacement	Only if lost	Full	Exempt unless forfeited	50.00	50.00	
Private function/casual booking [Without Alcohol]	Pey Hire	Full	Exempt unless forfeited	250.00	250.00	
Private function/casual booking [With Alcohol]	Pey Hire	Full	Exempt unless forfeited	500.00	500.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
GENERAL FEES AND CHARGES						
Annual Membership Fee (1 October - 30 September)	Per Year	Reference	Taxable	50.00	50.00	
Pro Rata membership fee per quarter	One Off	Reference	Taxable	12.50	12.50	
Pro rata membership 6 months	One Off	Reference	Taxable	25.00	25.00	
Pro rata membership 9 months	One Off	Reference	Taxable	37.50	37.50	
Visiting Membership Fee (temporary three months)	One Off	Reference	Taxable	25.00	25.00	
Couples Membership (2 pax)	One Off	Reference	Taxable	90.00	90.00	
Amenities Fee - Non Members (<i>per visit</i>)	One Off	Reference	Taxable	5.00	5.00	
Centre Bus	One Off	Partial	Exempt	2.00	2.00	
Concert - Members	One Off	Partial	Taxable	Artist cost determine	Artist cost determine	
Concert - Non Members	One Off	Partial	Taxable	Artist Cost determine + \$5 Amenities	Artist Cost determine + \$5 Amenities	
DINING ROOM						
Meals	One Off	Full	Taxable	10.00	10.00	
Meals - non-members	One Off	Full	Taxable	15.00	15.00	
Meals - Takeaway	One Off	Full	Taxable	8.00	8.00	
Café - Food & Beverages	Market Rate	Full	Taxable	Market Rate	Market Rate	
BONDS						
Swipe Card -(per set)	One Off	Full	Exempt unless forfeited	50.00	50.00	
Private Function/Casual Booking (without Alcohol)	One Off	Full	Exempt unless forfeited	250.00	250.00	
Private Function/Casual Booking (with Alcohol)	One Off	Full	Exempt unless forfeited	\$500-\$2,000	\$500-\$2,000	
OTHER FEES						
Weekend Surcharge per booking (Type A1)	One Off	Full	Taxable	90.00	90.00	
Alcohol Consumption Permit	One Off	Reference	Exempt	35.00	35.00	
Alcohol Consumption Permit	Annual	Reference	Exempt	110.00	110.00	
Alarm Call Out Fee (per incident)	One Off	Full	Taxable	170.00	170.00	
Cancellation Fee	One Off		Taxable	10% of calculated hire cost	10% of calculated hire cost	
Late Booking Fee	One Off		Taxable	30.00	30.00	
	Per hire	Reference	Taxable	Cost Deremined by item and set-up	Cost Deremined by item and set-up	
AV Equipment : <i>AV & lighting available in various hire spaces. Additional costs to room hire All rooms standard provision of single microphone only Any additional AV requirements dependent on availability & requirements All rooms standard provision of single microphone only</i>						
MAIN HALL						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	62.00	62.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	42.00	42.00	
CommunityCasual	Per Hour	Reference	Taxable	35.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	25.00	-	New Fee
DINING ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	55.00	55.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	39.00	39.00	
CommunityCasual	Per Hour	Reference	Taxable	33.00	-	
Community Regular	Per Hour	Reference	Taxable	24.00	-	
CRAFT ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	55.00	55.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	39.00	39.00	
CommunityCasual	Per Hour	Reference	Taxable	28.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	22.00	-	New Fee
GAMES ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	27.00	27.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	18.00	18.00	
CommunityCasual	Per Hour	Reference	Taxable	14.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	12.00	-	New Fee
MEETING ROOM						
Commercial Casual/Private Function	Per Hour	Reference	Taxable	33.00	33.00	
Commercial/Private Regular	Per Hour	Reference	Taxable	28.00	28.00	
CommunityCasual	Per Hour	Reference	Taxable	22.00	-	New Fee
Community Regular	Per Hour	Reference	Taxable	19.00	-	New Fee
COFFEE LOUNGE						
Bar/Cafe area	Per Day	Reference	Taxable	20.00	20.00	
Coffee Lounge	Per Day	Reference	Taxable	30.00	-	New Fee

Detail	Condition	Fee Basis	GST Status	2019/2020 Fee/Charge \$	2018/2019 Fee/Charge \$	Increase vs 2018/2019 %
MANDURAH CRAB FEST						
FOOD VENDORS						
Gourmet Food Vendor (marquee, wash up facilities, water and electricity inc) <u>PLEASE NOTE THAT THIS COST DOES NOT INCLUDE GAS</u>	Per Event	Reference	Taxable	1,855.00	1,855.00	
Mobile Food Van 6m x 3m (site only)	Per Event	Reference	Exempt	892.00	892.00	
Wine Vendors 3m x 3m (marquee inc)	Per Event	Reference	Taxable	1,495.00	1,495.00	
Continental Food stalls 3m x 3m (marquee inc)	Per Event	Reference	Taxable	1,050.00	1,050.00	
Continental Food stalls 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,340.00	1,340.00	
Crab Sales 9m x 3m (marquee inc)	Per Event	Reference	Taxable	1,140.00	1,140.00	
Crab Sales 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,035.00	1,035.00	
Bond - Gourmet, Continental	Per Event	Full	Exempt	500.00	500.00	
Bond - Mobile Food Van, wine vendor, crab sales	Per Event	Full	Exempt	300.00	300.00	
MARKET STALLS						
Market - Site Location - Eastern Foreshore 3m x 3m (marquee inc)	Per Event	Reference	Taxable	900.00	900.00	
Market - Site Location - Eastern Foreshore 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,100.00	1,100.00	
Market - Site Location - Eastern Foreshore Size - other		Reference		Market price	N/A	
Market - Site Location - Mandurah Tce 3m x 3m (marquee inc)	Per Event	Reference	Taxable	800.00	800.00	
Market - Site Location - Mandurah Tce 6m x 3m (marquee inc)	Per Event	Reference	Taxable	1,000.00	1,000.00	
Market - Site Location - Mandjar Square 3m x 3m (site only)	Per Event	Reference	Exempt	255.00	255.00	
Market - Site Location - Mandjar Square 6m x 3m (site only)	Per Event	Reference	Exempt	460.00	460.00	
Market - Site Location - Mandjar Square other (site only)	Per Event	Reference	Exempt	Market price	N/A	
Market - Marquee Charge - Eastern Foreshore & Mandurah Tce & Mandjar Square - Corner Stall extra - (site only)	Per Event	Reference	Exempt	154.00	154.00	
Market - Site Location - Administration Bay 3m x 3m - (site only)	Per Event	Reference	Exempt	255.00	255.00	
Market - Site Location - Administration Bay 6m x 3m - (site only)	Per Event	Reference	Exempt	360.00	360.00	
Market - Surcharge; Admin Bay - Corner stall extra - (site only)	Per Event	Reference	Exempt	26.00	26.00	
Bond - Marquee provided by City	Per Event	Full	Exempt	500.00	500.00	
Bond - Stall holder provide own marquee	Per Event	Full	Exempt	200.00	200.00	
POWER CHARGES						
1 x 10amp - first lead	Per Unit	Full	Taxable	60.00	60.00	
1 x 10amp - additional leads	Per Unit	Full	Taxable	30.00	30.00	
1 x 15amp - first lead	Per Unit	Full	Taxable	80.00	80.00	
1 x 15amp - additional leads	Per Unit	Full	Taxable	40.00	40.00	
3 phase lead - first lead	Per Unit	Full	Taxable	140.00	140.00	
3 phase lead - additional lead	Per Unit	Full	Taxable	70.00	70.00	
Early generator turn on fee - fuel surcharge - per hour	per hour	Full	Taxable	25.00	25.00	
Additional power cord onsite - per cords	Per Unit	Full	Taxable	100.00	100.00	
EQUIPMENT CHARGES						
1.8m Trestle Table	Per Unit	Full	Taxable	25.00	25.00	
Chair	Per Unit	Full	Taxable	6.00	6.00	
Display Board	Per Unit	Full	Taxable	50.00	50.00	
Damage equipment	Per Unit	Full	Taxable	At Cost	At Cost	
Lost equipment charge	Per Unit	Full	Taxable	At Cost	At Cost	
DAMAGE CHARGES						
Rubbish Removal Fee	Per Event	Reference	Taxable	155.00	155.00	
Oil and drum removal fee	Per Event	Reference	Taxable	205.00	205.00	
Oil fine - inappropriate oil disposal	Per Event	Reference	Taxable	1,540.00	1,540.00	
Hand Basin clean fee	Per Event	Full	Taxable	90.00	90.00	
Site clean up fee	Per Event	Reference	Taxable	255.00	255.00	
Cancellation Fee (2 months prior to event)	Per Event	Reference	Taxable	150.00	150.00	
MANDURAH CHILDRENS FESTIVAL						
Mobile food vendor 6m x 3m (site only)	Per Event	Reference	Exempt	405.00	405.00	
Market stall holder 3m x 3m (marquee inc)	Per Event	Reference	Taxable	330.00	330.00	
Market stall holder 6m x 3m (marquee inc)	Per Event	Reference	Taxable	645.00	645.00	
Market stall holder Corner Stall surcharge (site only)	Per Event	Reference	Exempt	103.00	103.00	
Commercial Stall/Activation - other	Per Event	Reference		Market price	N/A	
Bond - mobile food vendor & market stall holder	Per Event	Full	Exempt	200.00	200.00	
Bond - community group stall	Per Event	Full	Exempt	100.00	100.00	
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
Mandjar Market stall holder fee (site only)	Per Event	Reference	Exempt	25.00	25.00	
1 x 10amp - first lead	Per Unit	Full	Taxable	60.00	60.00	
1 x 10amp - additional leads	Per Unit	Full	Taxable	30.00	30.00	
1 x 15amp - first lead	Per Unit	Full	Taxable	80.00	80.00	
1 x 15amp - additional leads	Per Unit	Full	Taxable	40.00	40.00	
1.8m Trestle Table	Per Unit	Full	Taxable	Market price	25.00	
Chairs	Per Unit	Full	Taxable	Market price	6.00	
Display Board	Per Unit	Full	Taxable	Market price	50.00	
MANDURAH COMMUNITY CHRISTMAS PAGEANT						
Christmas business promotion - decorated item	Per Unit	Full	Taxable	Market price	Market price	
Christmas business promotion - non - decorated item	Per Unit	Full	Taxable	Market price	Market price	
Mandjar Markets site fees (site only)	Per Event	Reference	Exempt	25.00	25.00	
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
NEW YEARS EVE						
COM stall holder (marquee inc)	Per Event	Reference	Taxable	at cost	at cost	
Mobile food vendor 6m x 3m (site only)	Per Event	Reference	Exempt	370.00	370.00	
Bond - mobile food vendor	Per Event	Full	Exempt	200.00	200.00	
1.8m Trestle Table	Per Unit	Full	Taxable	Market price	25.00	
Chairs	Per Unit	Full	Taxable	Market price	6.00	
Display Board	Per Unit	Full	Taxable	Market price	50.00	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Pens						
All Recreational Pens - Fees per annum (per meter)	Per metre (Pen length)	Reference	Taxable	479.00	479.00	
All Commercial Pens - Fees per annum (per meter)	Per metre (Pen length)	Reference	Taxable	431.00	431.00	
Mini Marina - South Harbour - Fees per annum (per meter)	Per Month	Reference	Taxable	239.50	239.50	
Other Rental Options						
6 months - 60% of annual fee	Half Yealy	Reference	Taxable	60%	60%	
3 months - 40% of annual fee	Quarterly	Reference	Taxable	40%	40%	
1 month - 15% of annual fee	Monthly	Reference	Taxable	15%	15%	
1 week - 6.5% of annual fee	Weekly	Reference	Taxable	7%	7%	
1 day - 1% of annual fee	Daily	Reference	Taxable	1%	1%	
Security Keys						
Key ring type key- Charge	Per Item	Full	Taxable	25.00	25.00	
Notes :-						
<i>All marina pens charged by length of pen not length of vessel</i>						
<i>Public Marina</i>						
<i>Fees include power & water consumption for private use</i>						
<i>Purchase of electronic access key required</i>						
<i>All fees require payment in advance</i>						
<i>Mini Marina</i>						
<i>Mini Marina - 50% of Recreational Pen Fees</i>						
<i>Does not include security, water or electricity</i>						
Notes:-						
<i>Does not include power, water or security</i>						
<i>Commercial vessels only</i>						
<i>Fees payable in advance</i>						
Other Mooring & Jetty Fees						
Mary Street Lagoon Mooring Pens						
Fees per annum (per sq metre)	Per m2	Reference	Taxable	41.00	41.00	
Other Rental Options						
6 months - 60% of annual fee	Per m2	Reference	Taxable	60%	60%	
3 months - 40% of annual fee	Per m2	Reference	Taxable	40%	40%	
1 month - 15% of annual fee	Per m2	Reference	Taxable	15%	15%	
Notes:-						
Administration Fee - per Refund Request						
Administration Fee - Sub Licencing Credit (per financial year)						
Chalets						
Standard Rate (per night)						
Studio (max 2 people) per night (1 Queen bed or 2 singles)	Per night	Reference	Taxable	120.00	117.00	2.6%
Spa Chalet (max 2 people) per night (1 Queen bed)	Per night	Reference	Taxable	170.00	165.00	3.0%
Family Chalet (max 4 people) per night (1 Queen & 2 single beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Couples Chalet(2 bedroom - max 4 people) per night (2 Queen beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Special Needs (2 bedroom - max 4 people) per night (4 Single beds)	Per night	Reference	Taxable	180.00	175.00	2.9%
Chalets						
<i>Peak/Holiday Rate (per night) applies to:</i>						
<i>Australia Day, Labour Day, Crab Fest, Easter, Anzac Day, WA Day, School Holidays, Queens Birthday,Christmas / New Year 21/12/20 - 04/01/21</i>						
Studio (max 2 people) per night (1 Queen bed or 2 singles)*	Per Night	Reference	Taxable	120-300	120.00	New Fee
Spa Chalet (max 2 people) per night (1 Queen bed)*	Per Night	Reference	Taxable	170-400	170.00	New Fee
Family Chalet (max 4 people) per night (1 Queen & 2 single beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
Couples Chalet(2 bedroom - max 4 people) per night (2 Queen beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
Special Needs (2 bedroom - max 4 people) per night (4 Single beds)*	Per Night	Reference	Taxable	180-400	185.00	New Fee
<i>* Price charged within the range based on peak and off-peak demand for accommodation as determined by management.</i>						
Other Offers						
Winter Breaks:						
<i>Stay three nights get the fourth night free during</i>						
<i>May, June, July, August & September</i>						
<i>Seniors Discount (Australian Card Holders)</i>						
<i>10%- not available with any other offer</i>						
Minimum Periods Apply to:						
<i>Long Weekends (3 night minimum)</i>						
<i>Easter (3 night minimum Thursday - Monday)</i>						
<i>Christmas January School Holidays - applies</i>						
<i>23/12/16 - 15/01/17 (4 night minimum)</i>						
Other Charges						
Replacement Linen	Per Item	Reference	Taxable	Depends on Item	Depends on Item	
<i>Linen replaced on request - fee applies depending on items replaced</i>						
<i>Chalet clean after 7 day stay - no charge</i>						
Washing Machine or Dryer	Per each use	Reference	Taxable	4.00	4.00	
Promotional Activities - Marketing Activities	Per Night	Reference	Taxable	0-30%	-	
Please Note:						
<i>Additional guests in a chalet can not be accommodated. Sorry no rollaways, areobed, swags or mattresses on floor allowed.</i>						

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Tree Removal and Replacement						
Removal of tree (up to 5m) plus supply and installation of 45 litre container size replacement tree	Per Tree	Full	Taxable	577.50	577.50	
Removal of tree (5m - 10m) plus supply and installation of 100 litre container size replacement tree	Per Tree	Full	Taxable	990.00	990.00	
Removal of tree (10m - 15m) plus supply and installation of 200 litre container size replacement tree	Per Tree	Full	Taxable	1,760.00	1,760.00	
Removal of tree (15m and over) plus supply and installation of 200 litre container size replacement tree	Per Tree	Full	Taxable	4,180.00	4,180.00	
Other Charges						
Additional Culvert Pipes	Per Pipe Length	Full	Taxable	154.00	154.00	
Delivery additional pipes	Per Pipe Length	Full	Taxable	50.00	50.00	
Extractive Industry License	Per Application	Statutory	Exempt	200.00	200.00	
Supervision Fee with consultant	Per Project	Full	Exempt	1.5% of Roadworks, Drainage & Earthworks Costs	1.5% of Roadworks, Drainage & Earthworks Costs	
Supervision Fee without consultant	Per Project	Full	Exempt	3.0% of Roadworks, Drainage & Earthworks Costs	3.0% of Roadworks, Drainage & Earthworks Costs	
Performance Bond	Per Stage			20,000.00	0.00	
Outstanding Works Bond	Per Stage			125% of the cost of the outstanding works	125% of the cost of the outstanding works	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
HOUSEHOLD WASTE SERVICES						
<i>An annual charge per mobile garbage bin (MGB) pursuant to Section 67 of the Waste Avoidance & Resource Recovery Act 2007 (WARR) is levied for a waste service provided by the City against all owners of property (including strata titled premises) within the municipality where a habitable dwelling/building is erected.</i>						
Standard Waste Service includes	Per Service	Statutory	Exempt	273.00	273.00	
<i>Supply and weekly collection of 240 L mobile garbage bin (MGB) Supply and fortnightly collection of 240 L mobile recycling bin (MRB) One junk & metals verge pick up Two green waste verge pick ups Two green waste and two general waste vouchers allowing free access to the Waste Management Centre Walk in collection service provided at no additional cost to eligible residents</i>						
Additional Rubbish Only Service <i>the supply & weekly collection of 1 additional 240 L MGB (bin will be stickered accordingly)</i>	Per Service	Full	Exempt	114.00	114.00	
Additional Recycling Only Service <i>the supply & weekly collection of 1 additional 240 L MRB (bin will be stickered accordingly)</i>	Per Service	Full	Exempt	109.00	109.00	
OTHER WASTE SERVICES						
Commercial Local Government Waste Service <i>An annual charge per waste receptacle pursuant to Section 67 of the Waste Avoidance & Resource recovery Act 2007 (WARR) is levied for a waste service provided by the City.</i>						
Rubbish Only Waste Service includes: supply and weekly collection of one 240 L MGB	Per Service	Full	Exempt	109.00	109.00	
Recycling Only Waste Service includes: supply and fortnightly collection of one 240 L MRB	Per Service	Full	Exempt	106.00	106.00	
Bulk Rubbish Only Waste Service (660 L) includes: supply of 1 x 660 L MGB; and the weekly collection of 1 x 660 L MGB	Per Service	Full	Exempt	1,425.00	1,425.00	
Bulk Rubbish Only Waste Service (1100 L) includes: supply of 1 x 1100 L MGB; and the weekly collection of 1 x 1100 L MGB	Per Service	Full	Exempt	1,735.00	1,735.00	
Bulk Recycling Only Waste Service (660 L) includes: supply of 1 x 660 L MRB; and the weekly collection of 1 x 660 L MRB	Per Service	Full	Exempt	1,225.00	1,225.00	
Bulk Recycling Only Waste Service (1100 L) includes: supply of 1 x 1100 L MRB; and the weekly collection of 1 x 1100 L MRB	Per Service	Full	Exempt	1,425.00	1,425.00	
Ad-Hoc Local Government Waste Collections <i>A per service charge for ad-hoc local government waste collection is charged pursuant to section 6.16 of the Local Government Act 1995 for the once off ad-hoc collection of:</i>						
1 x 240 L MGB	Per Service	Full	Exempt	11.00	11.00	
1 x 660 L MGB	Per Service	Full	Exempt	23.00	23.00	
1 x 1100 L MGB	Per Service	Full	Exempt	30.00	30.00	
1 x 240 L MRB	Per Service	Full	Exempt	10.00	10.00	
1 x 660 L MRB	Per Service	Full	Exempt	20.00	20.00	
1 x 1100 L MRB	Per Service	Full	Exempt	24.00	24.00	
Weekly bin hire 660 L MGB	Per Service	Full	Taxable	5.00	5.00	
Weekly bin hire 1100 L MGB	Per Service	Full	Taxable	5.00	5.00	
WASTE MANAGEMENT CENTRE						
Waste Vouchers <i>Ratepayers and residents of the City of Mandurah are entitled to Free Entry with a current valid waste voucher to dispose of up to 1m³ of green waste or general waste from a Car, Utility, Van or Trailer. Vouchers are only issued to properties that pay the waste service charge.</i>						
Green Waste Voucher - equivalent value of \$19.00						
General Waste Voucher - equivalent value of \$50.00						
Commercial Loads						
All trucks (regardless of size) will be weighed and charged on a per tonne basis						
Minimum charge for Commercial Loads on Weighbridge						
General Waste	per item	Full	Taxable	50.00	50.00	
Green Waste	per item	Full	Taxable	36.00	36.00	
Inert Waste	per item			30.00	30.00	
General Waste (non-metropolitan) per tonne	per tonne	Full	Taxable	148.00	148.00	
General Waste (metropolitan) per tonne (Landfill Levy applies)	per tonne	Full	Taxable	148.00 plus applicable landfill levy	148.00 plus applicable landfill levy	
Green Waste (No weeds, grass or soil)						
Truck - per tonne	per tonne	Full	Taxable	90.00	90.00	
Utilities & Trailers - up to 1 m ³	per m ³	Full	Taxable	18.50	18.50	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	37.00	37.00	
- > 2.0 m ³	per m ³	Full	Taxable	55.00	55.00	
Large Logs/Tree Trucks						
Trucks - per tonne	per tonne	Full	Taxable	103.00	103.00	
Inert (Construction & Demolition) Waste - per tonne	per tonne	Full	Taxable	72.00	72.00	
Recyclable Scrap Steel (no contamination) per tonne	per tonne	Full	Taxable	No Charge	No Charge	
Asbestos material - per tonne (maximum 2 tonnes)	per tonne	Full	Taxable	200.00	200.00	
Cardboard/General Recyclables (per m ³)	per m ³	Full	Taxable	12.50	12.50	
CFLs/Fluorescent Tubes (per kg)	per Kg	Full	Taxable	5.60	5.60	
E-waste (per kg)	per Kg	Full	Taxable	0.87	0.87	

Detail	Condition	Fee Basis	GST Status	2020/2021 Fee/Charge (Incl. GST) \$	2019/2020 Fee/Charge (Incl. GST) \$	Increase vs 2019/2020 %
Mattresses (per item)	per Kg	Full	Taxable	28.50	28.50	
Entry When Weighbridge Not In Use - Heavy Vehicles				\$ per Vehicle Wheel	\$ per Vehicle Wheel	
Types of Waste						
General Waste		Full	Taxable	56.00	56.00	
Green Waste		Full	Taxable	28.00	28.00	
Inert Waste		Full	Taxable	20.50	20.50	
Residential - Utilities and Trailers						
Car Sedan Green Waste Only (Up to 0.5 m ³)	per m ³	Full	Taxable	11.50	11.50	
Utility/Trailer - Clean Green Waste (no contamination) - Up to 1 m ³	per m ³	Full	Taxable	1 valid green waste voucher or 19.00	18.50	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	37.00	37.00	
- > 2.0 m ³	per m ³	Full	Taxable	55.00	55.00	
in excess of 2 m ³ charge will be required to go over the weighbridge						
Car Sedan General Waste Only (up to 0.5 m ³)		Full	Taxable	24.00	24.00	
Utility/Trailer - General Waste - Up to 1 m ³	per m ³	Full	Taxable	1 valid general waste voucher or 50.00	Valid voucher or 49.00	
- 1.0 - 2.0 m ³	per m ³	Full	Taxable	78.00	78.00	
- > 2.0 m ³	per m ³	Full	Taxable	120.00	120.00	
in excess of 2 m ³ charge will be required to go over the weighbridge						
Car Sedan Inert Waste (bricks, sand, concrete) (up to 0.5 m ³) Only	per m ³	Full	Taxable	14.00		
Utility/Trailer - Inert Waste (bricks, sand, concrete)	per m ³	Full	Taxable	26.50	26.50	
Utility/Trailer - Scrap Metal only (no contamination)	per m ³	Full	Taxable	No charge	No charge	
Recycling Area						
Passenger Tyres - each	Each	Full	Taxable	7.50	7.50	
Passenger Tyres with rims attached - each	Each	Full	Taxable	14.00	14.00	
Truck Tyres - each	Each	Full	Taxable	18.00	18.00	
Truck Tyres with rims attached - each	Each	Full	Taxable	21.00	21.00	
Mattresses - each	Each	Full	Taxable	28.50	28.50	
Asbestos material - per sheet or part thereof	Per Sheet	Full	Taxable	19.00	19.00	
Asbestos - per tonne (maximum 2 tonne)	per m ³	Full	Taxable	200.00	200.00	
Car Bodies - per car <i>Car bodies are only accepted where tyres are removed and no rubbish is left on or in car bodies</i>	Per Car	Full	Taxable	15.00	15.00	
Cardboard/General Recyclables (Residents only)		Full	Taxable	No Charge	No Charge	
Household Hazardous Waste (Domestic quantities < 20kg)		Full	Taxable	No Charge	No Charge	
E-waste (domestic quantities only)		Full	Taxable	No Charge	No Charge	
CFLs/Fluorescent Tubes (domestic quantities only)		Full	Taxable	No Charge	No Charge	
Waste Oil (domestic quantities only)		Full	Taxable	No Charge	No Charge	
Paint		Full	Taxable	No Charge	No Charge	
Public Weighbridge						
Weight only - no certification or documentation		Full	Taxable	23.50	23.50	
Weight and full certification		Full	Taxable	32.00	32.00	
TIMS THICKET WASTE FACILITY						
Liquid Waste Standard Rate						
Septage Waste - per cubic metre		Full	Taxable	107.00	107.00	
Grease Trap Waste - per cubic metre		Full	Taxable	117.70	117.70	
Inert Waste - non-metropolitan area (per cubic metre)						
Clean Fill	per m ³	Full	Taxable	12.00	12.00	
Clean Building Fill (Minimal Contamination)	per m ³	Full	Taxable	31.50	31.50	
Contaminated Building Fill (Mixed Loads - requires sorting)	per m ³	Full	Taxable	67.00	67.00	
Non-complying Fill	per m ³	Full	Taxable	183.00	183.00	
Inert Waste - metropolitan area (Landfill levy applies \$105.00 per cubic metre from 1 July 2020)						
Clean Fill	per m ³	Full	Taxable	127.50	127.50	
Clean Building Fill (Minimal Contamination)	per m ³	Full	Taxable	147.00	147.00	
Clean Building Fill (Mixed Loads)	per m ³	Full	Taxable	182.50	182.50	
Non-complying Fill	per m ³	Full	Taxable	298.50	298.50	
Waste Licence Application Fee	per application	Statutory	Exempt	20.00	20.00	
Weekend/After Hours Callout Fee (Septage/Inert Landfill)	per call-out	Full	Taxable	260.00	260.00	

Summary
Cashflow Forecast

STLF Check: **OK**

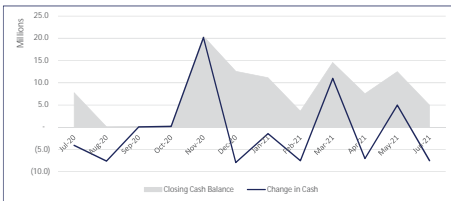
Include Restricted Cash?	No
Include New Term Loan?	Yes
Include New Short Term Loan Facility?	Yes
Rates Collection - Delay (months)	2 <i>2 Month Delay</i>

New STLF	Include existing debt?	No
Reduction (%)	Interest treatment	Monthly Pay
	Rates Collection	-
	CapEx	-

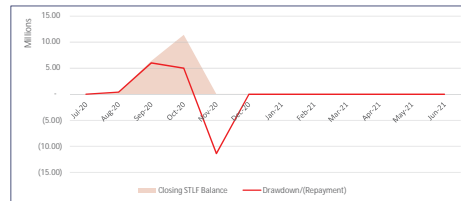
Rates Reduction (enter positive value)
CapEx Reduction (enter positive value)

Charts

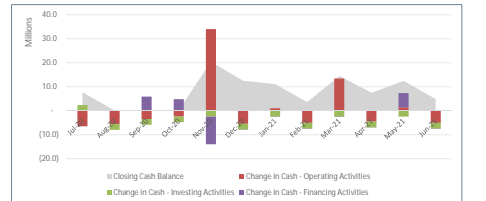
Cash Balance



Short Term Loan Facility



Cash Balance by CF Source



Tables

Cash Balance Summary		Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening Balance			11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608
Change in Cash		(6,883,996)	(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)
Closing Cash Balance			7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387

Short Term Loan Facility Summary		Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening STLF Balance			-	-	400,000	6,400,000	11,400,000	-	-	-	-	-	-	-
Drawdown/(Repayment)			-	400,000	6,000,000	5,000,000	(11,400,000)	-	-	-	-	-	-	-
Closing STLF Balance			-	400,000	6,400,000	11,400,000	-	-	-	-	-	-	-	-

Cash Balance by CF Type		Total	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Opening Cash Balance			11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608
Change in Cash - Operating Activities	12,543,479	(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	
Change in Cash - Investing Activities	(24,165,233)	2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	
Change in Cash - Financing Activities	4,737,758	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	
Closing Cash Balance			7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387

General Inputs
Cashflow Forecast Please input values for all yellow background cells, as required

Local Government Authority Information

Local Government Authority Name: @
 Are you applying for Debt relief on WATC loan? Select from Dropdown
 Do you need additional Cash Flow support? Select from Dropdown

Timing

Forecast
 Start Date: Date
 Period: Mth(s) Select from Dropdown
 End Date: Date

Starting Cash Balance

Operating Unrestricted Cash Balance \$ as at 01/07/2020
 Operating Restricted Cash Balance \$ as at 01/07/2020

Financing

New Short Term Loan Facility (STLF)

Total Facility Amount \$
 Facility Start Date: Date

	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Interest Rate	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%
Government Guarantee Fee	% p.a.													
All-in-Rate	% p.a.	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%	0.50%

WATC Interest Rates

New Term Loan

Loan Amount \$
 Loan Start Date: Date Loan is taken out on the last day of the month prior
 Tenor: Yrs(s)
 Loan End Date: Date
 Repayment Frequency: # p.a.

	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Interest Rate	1.45%													
Government Guarantee Fee	% p.a.													
All-in-Rate	% p.a.	1.38%	1.39%	1.40%	1.41%	1.41%	1.40%	1.40%	1.43%	1.45%	1.45%	1.45%	1.45%	1.45%

WATC Interest Rates

Cashflow Timeline
Cashflow Forecast

Please input values for all yellow background cells from row 14 onwards

Month	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
<p>Cashflows from Operating Activities</p> <p>Receipts</p> <p>Rates Collections FY21 One Payment \$ 2,000,000 3,000,000 21,000,000 12,000,000 Two Payments \$ 6,500,000 6,500,000 6,500,000 6,500,000 Four Payments \$ 1,000,000 1,000,000 1,000,000 1,000,000 500,000 500,000 1,000,000 500,000 500,000 500,000 Late Rate Collections and Penalties \$ 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 287,949 Rates Collections FY20 Change in Accounts Receivable Operating grants Subsidies Contributions Fees and charges Interest received Other Revenue GST received Total Receipts</p> <p>Payments Enter values as Negatives Employee costs (incl Super & Payroll Taxes) Materials and contracts Utility charges Insurance Other expenditure Change in Accounts Payable GST paid Total Payments</p> <p>Net Cash provided by operating activities (UNADJUSTED) Net Cash provided by operating activities (ADJUSTED) <i>(Adjusted for rates reduction/delay per settings on Summary tab)</i></p>																				
<p>Cashflows from Investing Activities</p> <p>Receipts Drawdown from Restricted Cash Reserves Non-operating grants, subsidies and contributions Renewal Grants Property, plant and equipment Infrastructure Improvement Grants Property, plant and equipment Infrastructure Proceeds from sale of assets Receipt of payments from self supporting loans Total Receipts</p> <p>Payments Enter values as Negatives Contribution to Restricted Cash reserves CapEx Renewal CapEx Property, plant and equipment Infrastructure Improvement CapEx Property, plant and equipment Infrastructure Total Payments</p> <p>Net Cash provided by investing activities</p>																				
<p>Cashflows from Financing Activities</p> <p>Receipts Proceeds from new term loan Proceeds from working capital Total Receipts</p> <p>Payments Enter values as Negatives Repayment of borrowings Interest Expense (WATC) Interest Expense (Non-WATC loan) Total Payments</p>																				

Net Cash provided by financing activities	\$	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	5,895,442	(104,558)	-	-	-	-	-	-
Cash - Aggregate																		
Unrestricted Cash																		
Opening Unrestricted Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-
Change in Unrestricted Cash	\$	(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)	-	-	-	-	-
Closing Unrestricted Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387	-	-	-	-
Restricted Cash																		
Opening Restricted Cash Balance	\$	34,717,376	29,758,164	29,603,729	29,449,295	29,294,861	29,140,426	28,985,992	28,831,558	28,677,123	28,522,689	28,368,255	28,213,820	-	-	-	-	-
Change in Restricted Cash	\$	(4,959,213)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	(154,434)	-	-	-	-	-
Closing Restricted Cash Balance	\$	34,717,376	29,758,164	29,603,729	29,449,295	29,294,861	29,140,426	28,985,992	28,831,558	28,677,123	28,522,689	28,368,255	28,213,820	28,059,386	-	-	-	-
Total Cash																		
Include Restricted Cash:	(0,1)	No																
Opening Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-
Change in Cash	\$	(4,100,016)	(7,634,221)	65,615	163,067	20,161,105	(7,934,221)	(1,434,221)	(7,534,221)	10,965,779	(7,034,221)	4,965,779	(7,534,221)	-	-	-	-	-
Closing Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387	-	-	-	-
Cash - Breakdown by CF Source																		
Unrestricted Cash																		
Opening Unrestricted Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-
Change in Unrestricted Cash - Operating Activities	\$	(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	-	-	-	-	-
Change in Unrestricted Cash - Investing Activities	\$	2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	-	-	-	-	-
Change in Unrestricted Cash - Financing Activities	\$	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	-	-	-	-	-
Closing Unrestricted Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387	-	-	-	-
Total Cash																		
Include Restricted Cash:	(0,1)	No																
Opening Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	-	-	-	-	-
Change in Cash - Operating Activities	\$	(6,377,735)	(5,507,162)	(3,407,162)	(2,407,162)	34,092,838	(5,407,162)	1,092,838	(5,007,162)	13,492,838	(4,507,162)	1,492,838	(5,007,162)	-	-	-	-	-
Change in Cash - Investing Activities	\$	2,382,277	(2,422,501)	(2,422,501)	(2,322,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	(2,422,501)	-	-	-	-	-
Change in Cash - Financing Activities	\$	(104,558)	295,442	5,895,278	4,892,731	(11,509,232)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	(104,558)	-	-	-	-	-
Closing Cash Balance	\$	11,833,383	7,733,367	99,146	164,761	327,829	20,488,934	12,554,713	11,120,492	3,586,271	14,552,050	7,517,829	12,483,608	4,949,387	-	-	-	-
Checks																		

Capital Expenditure / Grants / Asset Sales
 Cashflow Forecast Please input values for all yellow background cells, as required

CapEx
Renewal Capex

Property, plant and equipment

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex PP&E program	(3,951,954)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)
	Total	(3,951,954)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)

Infrastructure

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex Infrastructure Program	(5,600,660)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)
	Total	(5,600,660)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)

Total Renewal Capex

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
	Property, plant and equipment	(3,951,954)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)	(329,330)
	Infrastructure	(5,600,660)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)	(466,722)
	Total	(9,552,614)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)	(796,052)

Improvement Capex

Property, plant and equipment

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex PP&E Project 1	(3,489,011)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)
	Total	(3,489,011)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)

Infrastructure

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex Infrastructure Project 1	(30,024,584)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)
	Total	(30,024,584)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)

Total Improvement Capex

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
	Property, plant and equipment	(3,489,011)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)	(290,751)
	New Infrastructure	(30,024,584)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)	(2,502,049)
	Total	(33,513,595)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)	(2,792,800)

Grant Funding

Renewal Capex

Property, plant and equipment

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex PP&E program	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Infrastructure

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Renewal Capex Infrastructure Program	2,167,424	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619
	Total	2,167,424	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619

Total Renewal CapEx Grant Funding

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
	Property, plant and equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	New Infrastructure	2,167,424	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619
	Total	2,167,424	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619	180,619

Improvement Capex

Property, plant and equipment

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex PP&E Project 1	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-

Infrastructure

Inc.	Description	Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Improvement Capex Infrastructure Project 1	8,955,000	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250
	Total	8,955,000	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250

Total Improvement CapEx Grant Funding

		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Property, plant and equipment	\$	100,000	-	-	-	-	100,000	-	-	-	-	-	-	-	-
New Infrastructure	\$	8,955,000	-	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250
Total	\$	9,055,000	-	746,250	746,250	746,250	846,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250	746,250

Asset Sales

Cash Receipts from Asset Sales

Incl.	Description		Total	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Yes	Asset Sales	\$	1,020,562	-	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047
	Total	\$	1,020,562	-	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047	85,047

Short Term Loan Facility (STLF)
Cashflow Forecast

Month	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
Forecast Flag	(0,1)																			

Short Term Loan Facility (STLF)		May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
<i>*Enter drawdowns as positive and paydowns as negative</i>																					
Incremental Drawdown	\$		400,000	6,000,000	5,000,000																
Optional Paydown	\$					(11,400,000)															

Asset Capitalisation and Depreciation

POLICY

POL-??? 00

Objective: To provide a framework to ensure the City's financial information is reported to Council with consistent application of Australian Accounting Standards and in compliance with statutory requirements under the Local Government Act 1995 the "Act" and Local Government Financial Management Regulations 1999 the "Regulations".

Statement:

This policy will provide guidance in the development and presentation of the following:

- o Management Reports
- o Annual Financial Report
- o Annual Budget
- o Long Term Financial Plan TFP

The correct recognition of capital expenditure and the subsequent capitalisation, depreciation, revaluation and disposal of assets has a direct impact on the operating financial position of the City.

AASB 11 provides the criteria as to the correct recognition of non current assets. Expenditure for non current assets must meet the following criteria:

- It must have a physical substance other than for an intangible asset
- The City has control over the asset
- It is probable that future economic benefits or service potential associated with the item will flow to the City
- The item is not held for sale and it is expected to be used by the City for greater than 12 months
- The cost of the item can be measured reliably and
- Its value exceeds the City's capitalisation threshold.

Subsequent Measurement

Expenditure on a capitalised asset subsequent to initial acquisition i.e. expenditure on an existing asset is to be either expensed as operating expenditure maintenance or capitalised to the asset as capital expenditure.

If the following criteria 1 is met and one of either criteria 2 or 3 applies then it will be considered capital expenditure

- 1 The value of the works exceeds the capitalisation threshold unless the works were assumed maintenance in determining the remaining life at initial acquisition
- 2 The work extends the life of the asset, by a period of greater than 12 months beyond the current useful life
- 3 The works provide material additional economic benefit or service potential for the asset.

If either the above criteria 1 is not met, or where the above criteria 1 is met but not criteria 2 or 3, then it will be maintenance and considered operating expenditure.

Capitalisation Threshold

The capitalisation threshold value is greater than or equal to \$5,000 exc GST. This is applicable to all asset classes.

Portable and Attractive Assets

Assets under \$5,000 do not meet the criteria to be capitalised but are defined as portable and attractive and are to be properly recorded and monitored. This will include the following:

- Appropriate records for assets should include information to enable identification, management and maintenance of assets
- Annual process to prevent theft or loss of non consumable assets that are susceptible to theft or loss due to their portable nature and attractiveness for personal use or resale and
- Reporting on any discrepancies from the annual process.

Asset Classification - Renewal, Upgrade or New

Expenditure on assets requires a classification of renewal, upgrade or new. These categories impact the financial ratios, TFP and sustainability measures.

Capital expenditure is classified as renewal when the expenditure is over the capitalisation threshold and is expected to increase the remaining useful life of the original asset.

Capital expenditure is classified as an upgrade when it is expected to increase the economic benefit or service potential of the asset.

A new asset is an asset that has not previously been recognised.

Note: If expenditure relates to replacing a part of an existing asset and the useful life does not increase or there is not an increase in economic benefit or service potential, then the expenditure is classified as maintenance in nature.

Measurement Basis

All assets that qualify for recognition are to be initially measured at cost. However, where an asset is acquired at below or no cost such as contributed assets, the cost is its fair value at the date of acquisition. If there is no readily available market for the asset then the cost is its current replacement cost.

Where an asset was acquired in a prior financial year and has yet to be recorded in the accounts, the asset is to be brought to account at current replacement cost at the date of recognition. This can be:

- By market value, if there is a readily available market or
- Sinking depreciated replacement cost, if there is no readily available market.

Annual Reviews

The following are required to be reviewed for all assets at the end of each financial year to ascertain whether there have been any changes since the last revaluation:

- Replacement costs/unit rates
- Condition/ consumption rating
- Pattern of consumption

- Useful life
- Residual value
- Recoverable amount

Depreciation

The depreciable amount of each component of all non current assets are to be depreciated on a systematic basis over their useful life using a method that reflects the pattern in which the asset's future economic benefits are expected to be consumed by the City. Consideration is required to be given to ensuring:

- The method used matches the expected pattern of consumption of the asset's future economic benefits
- Where the asset has a number of different components with varying patterns of consumption, each major component is depreciated separately
- Depreciation is to be calculated on a systematic basis over the asset's useful life
- A residual value has been determined to ensure the depreciation is allocated against the depreciable amount and
- Residual value is reviewed annually in line with the table below.

Asset Class	Components	Years
Roads	Asphalt surface	15 35
	Base course	55 150
	Bitumen seal	10 30
	Brick paved	15 35
	Concrete	50 120
	Earthworks/Formation	100
	Gravel paving	55 100
	Sub base	55 150
	Unsealed	5 15
	Footpaths Asphalt	20 50
	Footpaths Brick paved	30 0
	Footpaths Concrete	40 80
	Footpaths Gravel/ limestone	5 40
	Light poles	10 25
Drainage	Culverts RCBCs	0 100
	Headwalls	50 100
	Pipes concrete	0 150
	Pipes uPVC	0 100
	Pits and Manholes	50 100
Bridges	Footbridge	0
	Road Bridge	100
Marina waterways	Boat Ramps	20
	Canoe launching Ramp	40

	Fishing Platforms	40
	Fixed Jetties	40
	Floating Jetties	20
	Groynes	50
	Rock Protection	50
	Sea walls	50
	Swimming Enclosure	20
	Swimming Pontoon	20
	Wharf	40
Parts		
	Fencing and gates	20 35
	Part furniture	10 50
	Playground equipment	8 35
	Light poles	10 25
Buildings		
	Electrical	12 50
	Fit out and fittings	10 5
	Mechanical	3 80
	Roof	15 45
	Structural	30 150
	Substructural	10 90
Furniture Fittings		5 25
Plant Equipment		
	Boats	5 15
	Buses	10
	Heavy Plant	5 15
	Light Commercial	4
	Light Passenger	4
	Misc Plant Equipment	3 20
	Mowers	4 15
	Trailers	10 15
	Trucks	5 20
and improvements		25 40

Revaluation

The City's physical assets will be revalued to fair value in accordance with regulation 17A of the Local Government Financial Management Regulations 1995. The fair value of each asset will be determined in accordance with AASB 13.

Non-Current Assets Held for Sale

Non-current assets that are held for sale are stated at the lower of either:

- Carrying amount or
- Fair value less costs to sell

Non-current assets held for sale are recognised under AASB 5.

Responsible Directorate: Corporate Services

Reviewer: Manager Financial Services

Creation date: 23 June 2020

Amendments:

Related Documentation:

DRAFT

AUTHORITY TO EXECUTE DOCUMENTS

P CY

POL-CPM 06

Objective:

To establish, in accordance with the requirements of section 9.49A of the Local Government Act 1995 the Act authorisations to:

1. affix the City of Mandurah Common Seal
2. sign documents on behalf of the City of Mandurah and
3. execute Deeds on behalf of the City of Mandurah.

Statement:

The Act provides local governments with the ability to authorise its Chief Executive Officer (CEO) and other employees to execute documents on behalf of the City of Mandurah the City .

Under the Act, a document will be considered duly executed by the City if:

- a. the Common Seal is validly affixed to it or
- b. it is signed by an employee authorised by Council to do so.

This policy sets out who is authorised for the above purposes.

1. AUTHORITY TO SIGN DOCUMENTS

1.1 Signing Documents under Delegated or Statutory Authorisation

Subject to clause 2 of this Policy, employees who carry out duties and functions on behalf of the City under delegated authority or statutory authority are authorised to sign any document including a Deed required to exercise those duties and functions.

1.2 Signing Documents as an Acting Through Officer

Subject to clause 2 of this Policy, employees who carry out duties and functions on behalf of the City on an acting through basis are authorised to sign documents required to exercise those duties and functions, only in the following circumstances:

- a. where the document is routine or administrative in nature or
- b. where the document is not routine or administrative in nature, only if there is a Council or CEO Policy in force which governs the relevant document, and that Policy is complied with by the employee.

For the avoidance of doubt, documents which are routine or administrative in nature do not include:

- a. documents that involve a discretionary decision being made that may affect individual rights

- b. documents that may commit the City to a long term financial commitment
- c. documents that may commit the City to a long term operational commitment or
- d. documents that are politically or financially significant.

1.3 Specific Document Signing

The persons listed in the Appendix of this Policy are authorised to sign the specific documents set out therein.

2. CONDITIONS

2.1 In the case of:

- a. legislation or
- b. A Council decision

expressly specifying a particular way in which a document is to be executed, that course of action is to take precedence over this Policy.

2.2 It is the responsibility of any person authorised under this Policy or otherwise to:

- a. fully inform themselves of the matter to which the document they intend to execute on behalf of the City relates
- b. ensure any necessary legislative requirements are met before the document is executed for example, approved by council resolution
- c. ensure that all applicable Council policies, CEO policies and internal procedures have been followed prior to signing the document and
- d. ensure that sufficient records are kept of the document, and decisions leading to the creation of the document, in accordance with the City's record keeping obligations.

2.3 Persons authorised under this Policy or otherwise may only sign documents relevant to matters within the scope of their position and job instruction guides.

2.4 Where a person would otherwise be authorised to sign a document but identifies that the document may be high risk to the City due to political, economic, legal or any other reasons, the document must be referred to the relevant Director for consideration before signing. If it is appropriate to do so, the Director may refer the document to the CEO or Council for approval.

2.5 Documents of a financial nature must comply with the Annual Budget or Long Term Financial Plan.

3. VARIATION AND DISCHARGE

A variation under this clause includes a variation by Deed.

Subject to clause 2, where a person is authorised to sign a document under this Policy or otherwise, they are also authorised to vary or discharge the document.

A person nominated to do so under a lawfully executed contract or agreement, may vary or discharge that contract, subject to that person having the appropriate financial authorisation where the variation results in an additional financial commitment by the City. This must be carried out in accordance with the relevant City policy and procedures.

If a person who signed a document is no longer available, the relevant Director is authorised to vary or discharge the document, unless the document was signed by the CEO.

5.3.1 SIGNING ON BEHALF OF ANOTHER PERSON

In the absence of a person authorised under this Policy to sign a document, another employee of the City may sign on behalf of that person only if they have been approved to act in the authorised person's position via the formal approval processes of the City.

5.3.2 AUTHORITY TO AFFIX THE COMMON SEAL

In order for the Common Seal to be validly affixed to a document, it must be affixed in the presence of, and signed by:

- a The Mayor and
- b The CEO.

5.3.2.1 Required Use

In accordance with the provisions of the Local Law 1, the Common Seal must be affixed whenever a local law is made by Council. If Council does not authorise a specific person to affix the Common Seal at the time it makes a local law, the CEO is authorised to appoint an employee to do so.

5.3.2.2 Optional Use

Council may from time to time authorise, by way of resolution, a person to affix the Common Seal to a particular document.

In addition to this, and subject to clause 2, the CEO is authorised to appoint an employee to affix the Common Seal to any document that the CEO is authorised to sign, if the CEO is satisfied that affixing the Common Seal would be a more appropriate method for executing the document.

Documents for which it may be appropriate to affix the Common Seal include, but are not limited to:

- Local Planning Schemes and amendments
- State or Commonwealth Funding Agreements
- State or Commonwealth Memorandums of Understanding
- Ceremonial Certificates and Awards such as Honorary Freeman
- Significant Contracts and Transactions and
- Any other document of significance and importance to the City.

Responsible Directorate

Corporate Services

Reviewer

Manager Governance Services

Creation date	Minute G.17/5/18, 22 May 2018
Amendments	Minute G. / /20, 2020 Minute G.11/7/18, 24 July 2018 Minute G.12/7/19, 23 July 2019
Related Documentation	Local Government Act 1995 section 9.49A Delegated Authority Register Council Policy Manual particularly PO CPM 02 Procurement Procedure PRO CPM 0 Authority to Execute Documents

APPEND

nder section 9.49A of the Local Government Act 1995, Council authorises the persons designated to the positions listed in the table below, to sign certain documents on behalf of the City.

Position Authorised

Document Type	Category	Mayor	CE	Executive Leadership Team	Manager	Coordinator	Staff
Category 1 - CE Signature							
1 Memorandum of Understanding of a Strategic Nature, such as: • MO s between the City and State and Federal Governments and • MO s that include significant or long term financial and operational commitments	1		✓				
2 Deeds - High Ris • Significant commitment or obligation from the City or • Financial contribution by the City: up to 100,000	1		✓				
3 An document that the Cit is required to e ecute, that does not require a resolution from Council.	1		✓				
Category 2 - CE, Executive Leadership Team or Manager Signature							
An document that the Cit is required to e ecute to give effect to a resolution passed b Council.	2		✓	✓			
Documents required to be signed on behalf of the Cit in relation to civil proceedings ecluding those relating to outstanding rates and charges	2		✓	✓			
6 Deeds - Moderate Ris • Moderate commitment or obligation from the City • Financial contribution by the City: up to 49,999.99	2		✓	✓			
and acquisition and management documents, including • Acuisition of land or an interest in land including easements and restrictive covenants • Acceptance or consent to Management Orders vesting crown land with the City • Caveats • Section 70A Notification Management Statements and • Contributed assets.	2		✓	✓			
Deeds - Low Ris • Minimal commitment or obligation from the City or • Financial contribution by the City: up to 19,999.99	2		✓	✓	✓		
Memorandum of Understanding of an perational Nature, such as: • MO s with local organisations and • MO s that include low ris or short term financial and operational commitments	2		✓	✓	✓		

LEGAL REPRESENTATION FOR ELECTED MEMBERS, COMMITTEE MEMBERS AND EMPLOYEES

POLICY

POL-GVN 02

Objective:

This Policy demonstrates the Council's commitment to protecting the interests of the City of Mandurah and providing confidence to Elected Members, Committee Members and Employees to enable them to undertake their roles fully and with impartiality.

Statement:

This Policy is applicable to current and former Elected Members, Committee Members and employees where they have become involved in legal proceedings as a result of their official functions or duties with the City of Mandurah the City .

For the purpose of this Policy, the term applicant means an Elected Member, Committee Member or employee who has made an application under this Policy.

Definitions

Approved lawyer is to be

- a a person who is admitted to the legal profession under the Legal Profession Act
- b from a law firm on the A/GA's preferred supplier for legal services where there is no conflict of interest and
- c approved in writing by Council or the CEO.

Elected Member means a current or former person elected to the Council of the City of Mandurah in a local government election.

Committee Member means a current or former person who is a member of a committee appointed by Council who is not an Elected Member.

Employee means a current or former person who at the relevant time is or was an employee of the City of Mandurah pursuant to section 5.41 g of the Local Government Act 1995, or, if the Chief Executive Officer, under section 5.3 1 a .

Legal proceedings may be civil, criminal or investigative.

Legal representation is the provision of legal services, to or on behalf of an applicant, by an approved lawyer that are in respect of:

- a a matter or matters arising from the performance of the functions of the applicant and
- b legal proceedings involving the applicant that have been, or may be, commenced.

Legal representation costs are the costs, including fees and disbursements, properly incurred in providing legal representation.

Legal services include advice, representation or documentation that is provided by an approved lawyer.

Payments by the City of legal representation costs may be either by

- a a direct payment to the approved lawyer or the relevant firm or
- b a reimbursement to the applicant.

1. Payment Criteria

The City may approve legal representation costs of an applicant if the following criteria are satisfied:

- a the legal representation costs must relate to a matter that arises from the performance, by the applicant, of his or her functions
- b the legal representation cost must be in respect of legal proceedings that have been, or may be, commenced
- c in performing his or her functions, to which the legal representation relates, the applicant must have acted in good faith, and must not have acted unlawfully or in a way that constitutes improper conduct and
- d the legal representation costs do not relate to a matter that is of a personal or private nature.

The City must only approve the expenditure of funds if the expenditure provides for the good government of persons within its district.

2. Examples of legal representation costs that may be approved

2.1 If the criteria in clause 1 of this Policy are satisfied, the Council may approve the payment of legal representation costs

- a where proceedings are brought against an applicant in connection with his or her functions for example, an action for defamation or negligence arising out of a decision made or action taken by the applicant
- b to enable proceedings to be commenced and/or maintained by an applicant to permit his or her functions for example where an applicant seeks to take action to obtain a restraining order against a person using threatening behaviour to the applicant or
- c where exceptional circumstances are involved for example, where a person or organisation is lessening the confidence of the community in the local government by publicly making adverse personal comments about an applicant.

2.2 The Council will not approve, unless under exceptional circumstances, the payment of legal representation costs for a defamation action, or a negligence action, instituted by an applicant.

3. Application for payment

- 3.1 An applicant who seeks assistance under this Policy is to make an application, in writing, to the CEO, or directly to Council if the applicant is the CEO.
- 3.2 Before an application can be made under clause 3.1, the applicant must first contact the local Government Insurance Scheme and seek assessment and advice in relation to any cover available under Personal Liability Insurance. The applicant must exhaust all remedies under any available insurance cover before making an application under this Policy.
- 3.3 The written application for payment of legal representation costs is to give details of
 - a the matter for which legal representation is sought
 - b how the matter relates to the functions of the applicant
 - c the proposed lawyer or law firm who is to be asked to provide the legal representation
 - d the nature of legal representation to be sought such as advice, representation in court, preparation of documents etc
 - e an estimated cost of the legal representation and
 - f why it is in the interest of the City for payment to be made.
- 3.4 The application is to contain a declaration by the applicant that he or she has acted in good faith, and has not acted unlawfully or in a way that constitutes improper conduct in relation to the matter to which the application relates.
- 3.5 As far as possible the application is to be made before commencement of the legal representation to which the application relates.
3. The application is to be accompanied by a signed written statement by the applicant that he or she
 - a has read and understood, the terms of this Policy
 - b acknowledges that any approval of legal representation costs is conditional on the repayment provisions of clause 7 and any other conditions to which the approval is subject and
 - c undertakes to repay the City any legal representation costs in accordance with the provisions of clause 7.
- 3.7 In relation to clause 3.5 c, when a person is to be in receipt of such monies the person should sign a document which requires repayment of that money to the local government as may be required by the local government and the terms of the Policy.
- 3.8 If an application is made to the CEO under clause 3.1, the CEO is to prepare a report to accompany the application, before presenting the application to Council to decide on the application. If the CEO is the applicant, the report must be prepared instead by an appropriate employee and be presented to Council for a decision.

Legal representation costs limit

- 4.1 Council in approving an application in accordance with this Policy shall set a limit on the costs to be paid based on the estimated costs in the application.
- 4.2 An applicant may make a further application to Council in respect of the same matter.

Deciding an application

- 5.1 Council may
 - a refuse
 - b grant or
 - c grant subject to conditions,
 an application for payment of legal representation costs.
- 5.2 Conditions under clause 5.1 may include, but are not restricted to, a financial limit and/or a requirement to enter into a formal agreement, including a security agreement, relating to the payment, and repayment, of legal representation costs.
- 5.3 In assessing an application, Council may have regard to any insurance benefits that may be available to the applicant under the Local Government Insurance Scheme.
- 5.4 Council may at any time revoke or vary an approval, or any conditions of approval, for the payment of legal representation costs.
- 5.5 Council may, subject to clause 5.6, determine that an applicant whose application for legal representation costs has been approved has, in respect of the matter for which legal representation costs were approved
 - a not acted in good faith, or has acted unlawfully or in a way that constitutes improper conduct or
 - b given false or misleading information in respect of the application.
- 5.6 A determination under clause 5.5 may be made by Council only on the basis of, and consistent with, the findings of a court, tribunal or inquiry.
- 5.7 Where Council makes a determination under clause 5.5, the legal representation costs paid by the City are to be repaid by the applicant in accordance with clause 7.

6. When the Chief Executive Officer may decide

- 6.1 In cases where a delay in the approval of an application will be detrimental to the legal rights of the applicant, the CEO may decide an application, in accordance with clause 5.1 a or c and 5.2, to a maximum of 10,000 in respect of each application.
- 6.2 Where the CEO has decided to approve the application, it can only be approved subject to the following conditions:
 - a Council consider the application at the next Council Meeting and, if refused, reimbursement must be made by the applicant and
 - b Any other conditions that may be relevant to the application.
- 6.3 An application approved or rejected by the CEO under clause 6.1, is to be submitted to the next ordinary Council meeting. Council may exercise any of the functions under this Policy in relation to an application approved or rejected by the CEO, including those under clause 5.4.
- 6.4 This clause shall not apply where the applicant is the CEO. The matter will instead be referred to Council at the earliest opportunity, including a special meeting.

Repayment of legal representation costs

- 7.1 An applicant whose legal representation costs have been paid by the City is to repay the City
- a all or part of those costs in accordance with a determination by Council under clause 5.7
 - b as much of those costs as are available to be paid by way of set off where the applicant receives monies paid for costs, damages or settlement, in respect of the matter for which the City paid the legal representation costs.
- 7.2 The City may take action in a court of competent jurisdiction to recover any monies due to it under this Policy.

Responsible Directorate:	Corporate Services
Reviewer:	Director Corporate Services
Creation date:	Minute G.31/08/04, 17 August 2004
Amendments:	Minute G.31/11/0 , 21 November 200 Minute G.43/12/09, 15 December 2009 Minute G.57/2/12, 28 February 2012 Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	Local Government Act 1995 D GSC Operational Guideline 24 April 2019

ATTACHMENT 8.1



City of Mandurah
Register of Council Delegations
2019/2020 Review

CONTENTS

INTRODUCTION	200
Introduction.....	200
Delegations and authorisations under other Legislation.....	201
DELEGATIONS	202
Community Relations.....	202
DA-CMR 02 Sponsorship Agreements.....	202
Community Services	203
DA-CMS 03 Cat Act 2011	203
DA-CMS 04 Dog Act 1976.....	205
Council Properties	208
DA FCM 08 Disposing of Property	208
Corporate Management	210
DA-CPM 02 Invite Expressions of Interests and Tenders	210
DA-CPM 04 Rejecting and Accepting Expressions	211
DA-CPM 03 Light Vehicle Fleet	213
Building Controls	214
DA-BUI 01 Building and Demolition Permits.....	215
DA-BUI 02 Occupancy Permits and Building Approval Certificates	216
DA-BUI 03 Building Orders	217
DA-PAD 02 Development Application (excluding Single Houses).....	218
DA-BUI 04 Smoke Alarms - Alternative Solutions.....	219
DA-BUI 05 Private Swimming Pool Safety Barriers.....	220
Local Laws	222
DA-LOC 01 Trading Permits.....	222
Emergency Services	223
DA-EMS 01 Bush Fires Act 1954 - Variations to Burning Times.....	223
DA-EMS 02 Bush Fires Act 1954 - General	224
DA-EVM 02 Management Plans	225
Financial Management	226
DA-FCM 02 Payments from Municipal or Trust Funds	226
DA-FCM 03 Investment of Funds.....	227
DA-FCM 04 Non-Rateable Status for Land	228
DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts	229
DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors	230
Governance	231
DA-GVN 06 Legal Representation for Elected Members, Committee Members and Employees.....	231

Planning and Development.....	232
DA-LUP 01 Advertising of Planning Proposals.....	232
DA-PAD 03 Structure Plans and Activity Centre Plans.....	233
DA-LUP 04 Subdivision.....	235
DA-LUP 05 Clearance of Subdivision Conditions.....	236
DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports.....	237
DA-PAD 04 Local Development Plans.....	238
Laws and Enforcement.....	239
DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges.....	239
DA-LWE 02 Directions in Relation to Development Matters.....	241
DA-LWE 06 Disposal of Impounded Goods/Vehicles.....	242
DA-LWE 07 Authorised Officers.....	243
DA-LWE 09 Graffiti Vandalism.....	245
Parks and Reserves.....	246
DA-PKR 01 Crown Land (Reserves) Management Orders to Council.....	246
Public Health.....	247
DA-PBH 01 Public Environmental Health Risks.....	247
DA-LOC 02 Alfresco Dining Permits.....	248
(move to Local Law heading).....	248
DA-PBH 03 Food Act 2008.....	249
DA-PBH 04 Food Act 2008 - Appointments.....	250
DA-PBH 09 Submissions Under the Liquor Control Act 1988.....	251
DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency.....	252
DA-PBH 11 Public Health Act 2016 – Reports by Enforcement Agency.....	253
(new).....	253
Recreation and Cultural Services.....	254
DA-RCS 01 Recreation Centres - Open Hours and Periods of Closure.....	254
Traffic and Transport.....	255
DA-TFT 01 Parking Administration.....	255
DA-TFT 02 Closing of Certain Thoroughfares to Vehicles.....	256

INTRODUCTION

Introduction

Section 5.42 of the *Local Government Act 1995* (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act (other than those under s5.43). The local government may also delegate the exercise of any of its powers to Committees pursuant to section 5.16, other than those under Section 5.17(1).

Section 5.44 of the Act provides for the Chief Executive Officer to delegate any of his or her powers to another employee, this must be done in writing. The Act also allows for the Chief Executive Officer to place conditions on any delegations that he or she has delegated. These powers or duties cannot, however, be further sub-delegated. These powers or duties are delegated to assist with improving the time taken to make decisions and are made within the constraints allowed by the relevant legislation. This is consistent with our commitment to a strong customer service focus.

The Department of Local Government & Communities *Guideline No.17 – Delegations*, establishes the principal issue in determining whether a statutory function or duty is suitable for 'acting through' that being - where the statute provides no discretion in carrying out a function or duty, then the function or duty may be undertaken through the 'acting through' concept.

Conversely, where the statute allows for discretion on the part of the decision maker, then the function must either be delegated or a person authorised, or a policy implemented, that provides sufficient control for another person to have that authority and fulfil the function or duty.

The *Local Government Act 1995* does not specifically define the meaning of the term "acting through", however section 5.45(2) states;

"Nothing in this Division is to read as preventing –

- (a) A local government from performing any of its functions by acting through a person other than the CEO"; or
- (b) A CEO from performing any of his or her functions by acting through another person."

The purpose of this register is to ensure a record is kept of those powers or duties that have been delegated to ensure accountability and to meet the requirements of Section 5.46 of the Act. This register is a public document that contains 'Instruments of Delegation' that detail the function being delegated and the relevant statutory reference which is the source of power for the exercise of that function. Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, these delegations, made under the Act have effect for the period of time specified in the delegation or where no period has been specified, indefinitely. Any decision to amend or revoke these delegations by a local government is to be by an absolute majority.

This register of delegated authority will be reviewed in accordance with the Act on an annual basis.

Delegations and authorisations under other Legislation

Where legislation provides for the direct delegation to authorise a person or a member of a class of persons by other agencies or decision makers. For example: The *Environmental Protection Act* allows for the CEO of the Department of Environment Regulation to grant delegated authority direct to a local government.

The authorisation is dealt with in the relevant legislation and, where required, the Instrument of Delegation or Notice of the Appointment is advertised in the Government Gazette.

Those Delegations or authorisations that may occur under legislation other than the *Local Government Act 1995*, its regulations and the local government's local laws include:

Planning and Development Act 2005 and associated regulations
Dog Act 1976 and regulations;
Cat Act 2011 and regulations
Bush Fires Act 1954, regulations and local law created under that Act;
Litter Act 1979 and regulations
Local Government (Miscellaneous Provisions) 1960 as amended;
Caravan Parks and Camping Grounds Act 1995;
Control of Vehicles (Off-Road Areas) Act 1978 and regulations;
Environmental Protection Act 1986
Environmental Protection (Noise) Regulations 1997
Building Act 2011

N.B. – This is not an exhaustive list.

DELEGATIONS

COMMUNITY RELATIONS

	DA-CMR 02 Sponsorship Agreements (to be removed -covered by Implied Authorisation)

COMMUNITY SERVICES

Delegation	DA-CMS 03 Cat Act 2011
Category	Community Services
Delegator	Council
Express power to delegate	<p><i>Cat Act 2011:</i></p> <p>s. 44 Delegation by local government</p>
Express power or duty delegated	<p><i>Cat Act 2011:</i></p> <p>s. 13 Notice to be given of certain decisions s. 26 Cat Control Notice s. 37 Approval to breed cats s. 38 Cancellation of approval to breed cats s. 40 Notice to be given of certain decisions (moved to DA-LWE 07 – Authorised Officers) s. 64 Extension of time s. 65 Withdrawal of notice (must be appointed as “authorised person” not delegated)</p> <p><i>Cat Regulations 2012:</i></p> <p>Schedule 3, cl. 1(4) Reduce or Waive Fees</p> <p><i>Cat (Uniform Local Provisions) Regulations 2013:</i></p> <p>r. 8 Application to keep additional number of cats r. 9 Grant or Refuse application to keep additional number of cats</p>

Function	<p>To carry out the powers or discharge of any of the duties of Council pursuant to the <i>Cat Act 2011</i>, Cat Regulations 2012 and the <i>Cat (Uniform Local Provisions) Regulations 2013</i> including but not limited to:</p> <p>1. Providing notice of decisions relating to the refusal to grant or renew the registration of a cat, or cancel the registration of a cat. 2. Granting approval to breed cats.</p> <p>3. Cancelling the approval to breed cats.</p> <p>4. Providing notice of decisions relating to the refusal to approve, renew the approval or cancel the approval of a person to breed cats.</p> <p>(moved to DA-LWE 07)</p> <p>5. Extending the period a modified penalty is to be paid.</p> <p>6. Withdrawing an infringement notice.</p> <p>7. Reducing or waiving the registration fees in respect or any individual cat or any class of cat within the district.</p>
Delegates	Chief Executive Officer
Conditions	<p>1. (moved to DA-LWE 07)</p> <p>Functions under sections 63, 64 or 65 of the Act cannot be delegated to an authorised person</p> <p>2. Delegation does not permit any of the delegates to perform the following functions:</p> <ul style="list-style-type: none"> • Making of Local Laws (section 79); or • Governor approval to make local laws outside district (section 80).
Policy	Nil
Date adopted	TBC
Adoption	TBC
Last Reviewed	TBC

Delegation	DA-CMS 04 Dog Act 1976
Category	Community Services
Delegator	Council
Express power to delegate	<i>Dog Act 1976:</i> s. 10AA Delegation of local government powers and duties
Express power or duty delegated	<i>Dog Act 1976:</i> s. 10A Payments to veterinary surgeon – cost of sterilisation s. 11(1) Staff and services – dog management facility s. 15(4A) and (4B) Registration periods and fees s. 16(3) Registration procedure s. 17(4) and (6) Refusal and Cancellation s. 17A Notice if no application for registration made s. 19 Refund fee on cancellation s. 26 Keeping of dogs – Limitation as to numbers s. 27 Licensing of approved kennel establishments s. 29(11) Power of disposal and sale s. 33E Individual dog may be declares a dangerous dog s. 33F Consider objections s. 33G(4) Seizure and destruction s. 33H Local government may revoke declaration to destroys. 33M Expenses recoverable

<p>Function</p>	<p>To carry out the powers or discharge of any of the duties of the <i>Dog Act 1976</i> including but not limited to:</p> <ul style="list-style-type: none"> a. Making payments to registered veterinary surgeons towards the cost of sterilisation of a dog owned by an eligible person where the eligible person is the registered owner of the dog and is suffering financial hardship. b. Establishing and maintaining a dog management facility (moved to DA-LWE 07) c. Directing registration officers to refuse or cancel the registration of a dog for one or any of the following reasons; <ul style="list-style-type: none"> - The owner has been convicted, or has paid a modified penalty, within the previous 3 years in respect of 2 or more offences against the <i>Dog Act 1976</i>, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or - The dog in question has been shown to the satisfaction of the local government to be destructive, unduly mischievous, or to be suffering from a contagious or infectious disease; or - The local government is not satisfied that the dog is, or will be, effectively confined in or at premises where the dog is, or will be, ordinarily kept; or - The dog is required to be micro-chipped but is not micro-chipped; or - The dog is a dangerous dog. d. Giving notice that a dog cannot be registered e. Discounting or waiving the registration fees for any individual dog or any class of dogs within the district under prescribed conditions. This option does not apply to dangerous dogs. f. Refunding proportionate registration fees of a dog that has had its registration cancelled. g. Making application to a Justice of the Peace for an order to seize a dog that has had its registration refused or cancelled. h. Determining an application to keep more than the prescribed 2 dogs over 3 months of age. i. Grant, refuse to grant or cancel a licence to operate an approved kennel establishment. j. Dispose of or sell dogs which are liable to be destroyed. k. Consider objections. l. Recover expenses. m. Declaring a dog dangerous as a result of its aggressive behaviour. n. Receiving a request from an owner to review a seizure and destruction notice of a dangerous dog. o. Revoking a declaration of a dangerous dog or proposal to destroy a dangerous dog. (moved to DA-LWE 07)
------------------------	---

Delegates	Chief Executive Officer
Conditions	<p>(moved to DA-LWE 07)</p> <ol style="list-style-type: none"> 1. The Chief Executive Officer (CEO) has authority to sub delegate all the powers and duties in this delegation to any person who the CEO determines is suitably capable of exercising the relevant powers and duties. 2. Proceeds from the sale of dogs sold under s. 29(11) are to be paid into the City of Mandurah Municipal Fund 3. (moved to statutory framework) 4. (moved to statutory framework)
Statutory framework	<p><i>Dog Act 1976:</i></p> <p>s. 10AA – The Council must give express authority to sub delegate any power under the Act</p> <p>s. 31 – This delegation does not permit the delegate to designate dog prohibited areas, dog exercise area, dog on leash area</p> <p>s. 49 – This delegation does not permit the delegate to perform the function of making local laws</p>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

COUNCIL PROPERTIES move to Financial Management

Delegation	DA FCM 08 Disposing of Property
Category	Council Properties
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation by local government
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.58 Disposing of property under this section s. 3.18(1) Disposing of property, not covered by s. 3.58, in order to perform the necessary functions under the <i>Local Government Act 1995</i> .
Function	To dispose of property by public auction or by private treaty, in accordance with section 3.58 or otherwise.
Delegates	Chief Executive Officer
Conditions on delegate	<p>The delegation may only be exercised in relation to:</p> <ol style="list-style-type: none"> a disposition, other than a lease or licence, valued under \$250,000; or a disposition that is a lease or licence, valued under \$150,000 per year (including rental payments only); or A disposition which is provided for in the Annual Budget; or A disposition which is authorised by Council resolution. <p>This delegation must be exercised in accordance with s. 3.58 of the <i>Local Government Act 1995</i> and r. 30 and r. 31 of the <i>Local Government (Functions and General) Regulations 1996</i>.</p> <p>This delegation must be exercised in accordance with all relevant Council or CEO policies, and procedures.</p> <p>The exercise of this delegation in relation to land is permitted only in the following circumstances:</p> <p><u>Lease & Licence –Not for Profits Entities</u></p> <ul style="list-style-type: none"> The lease or licence is held by a Not for Profit organisation outlined in regulation 30(2)(b) of the <i>Local Government (Functions and General) Regulations 1996</i>; The term and options to extend the term does not exceed a total of 5 years; No breach of the current agreement has occurred; and The conditions of the lease or licence is consistent with standard leasing practices of the City. <p><u>Lease & Licence - Commercial Entities</u></p> <ul style="list-style-type: none"> The lease or licence term is less than 2 years; Rent aligns with current independent market valuation carried out no more than 2 years from the proposed licence commencement date; and The licence conditions are consistent with standard leasing and licencing practices with the City.

<p>Statutory framework</p>	<p><u>Assignment of Leases</u></p> <ul style="list-style-type: none"> • The assignee continues to meet all terms and conditions of the current lease; • No extension nor variation of the lease is available; • Relevant checks are conducted confirming the new business has no bankruptcy listed against the directors, or any court action pending; • The lease is currently not in breach. <p><u>Sublease (where the City is the sublessor)</u></p> <ul style="list-style-type: none"> • The head lessee remains fully responsible for terms and conditions of head lease, • The purpose of the sublease is consistent with purpose or similar purpose of the head lease; and • Term of sublease does not exceed head lease. <p><i>Local Government Act 1995:</i></p> <p>s.3.58 Disposing of Property</p> <p>3.18 General Functions</p> <p><i>Local Government (Functions and General) Regulations 1996:</i></p> <p>r. 30 Disposing of property exempt from s. 3.58</p>
<p>Date adopted</p>	<p>TBC</p>
<p>Adoption</p>	<p>TBC</p>
<p>Last reviewed</p>	<p>TBC</p>

CORPORATE MANAGEMENT

Delegation	DA-CPM 02 Invite Expressions of Interests and Tenders
Category	Corporate Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> • s.3.57 Tenders for providing goods and services <p>Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"> • Regulation 11 When tenders have to be publicly invited • Regulation 13 Determining to invite tenders where not required to do so • Regulation 14 Publicly inviting tenders, requirements for • (moved to DA-CPM 04 – CEO Only) Regulation 20 Variation of requirements before entry into contract • Regulation 21 Limiting who can tender, procedure for • (moved to DA-CPM 04 – CEO Only)
Function	<p>To:</p> <ol style="list-style-type: none"> 1. Publicly invite tenders or seek Expressions of Interest for purchase of goods and services. Determine to invite a tender where not required to do so. 2. Determine in writing, the selection criteria for deciding which tender should be accepted. <p>Determine minor variations before entering into a contract.</p>
Delegates	Chief Executive Officer

Statutory framework	<p><i>Local Government Act 1995</i></p> <p>s. 3.57</p> <p><i>Local Government (Functions and General) Regulations 1996</i></p> <p>Division 2</p>
Policy	<p>POL-CPM 02 Procurement</p> <p>POL-CPM 01 Regional Price Preference</p>
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	<p>DA-CPM 04 Rejecting and Accepting Expressions of Interests and Tenders</p> <p>(new – CEO Only delegation)</p>
Category	Corporate Management
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i></p> <p>s.5.42 Delegation of some powers and duties to CEO</p>
Express power or duty delegated	<p>Part 4 of the <i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"> • Regulation 18 Rejecting and accepting tenders • Regulation 23 Rejecting and accepting expressions of interest to be an acceptable tenderer
Function	<p>To consider Expressions of Interest which have not been rejected and determine those capable of satisfactorily supplying the goods and services.</p> <p>To accept or decline to accept any tender.</p>
Delegates	Chief Executive Officer
Conditions on delegate	<ol style="list-style-type: none"> 1. The CEO is delegated to accept or decline to accept any tenders where the consideration is, or is expected to be, \$3,000,000 (GST exclusive) or less, up to 1 October 2020. 2. The CEO is delegated to accept or decline to accept any tenders where the consideration is, or is expected to be, \$600,000 (GST exclusive) or less, from 2 October 2020 onwards. 3. The powers and duties under this delegation must not be sub delegated. 4. This delegation must be exercised in accordance with any relevant and current Council or CEO Policies.

Statutory framework	<i>Local Government Act 1995</i> s. 3.57 <i>Local Government (Functions and General) Regulations 1996</i> Division 2
Policy	POL-CPM 02 Procurement POL-CPM 01 Regional Price Preference
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-CPM 03 Light Vehicle Fleet (removed – covered by Implied Authorisation and Procurement Policy)

BUILDING CONTROLS

Delegation	DA-PAD 01 Development Applications for Single Houses (Will move to Planning and Development)
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under Part 7, 8 and 9 of the Deemed Provisions and State Planning Policy 7.3 (Residential Design Codes Volume 1) ('R-Codes') in respect to Single Houses (*) <i>Note: includes the erection or extension to a single house, ancillary dwelling, outbuilding, external fixture, boundary wall or fence, patio, pergola, veranda, garage, carport or swimming pool – as outlined in clause 61 (c) and (d) of the Deemed Provisions</i>
Functions	To undertake the functions including consultation and determination of development applications as required for applications for development approval for single houses, which includes the assessment of proposals against the 'design principles' of the Residential Design Codes as described in clause 2.5 of the Codes.
Delegates	Chief Executive Officer
Conditions	1. In making an exercise of judgement under Clause 2.5 of the R-Codes, the assessment is to be reviewed by the R-Code Review Group, consisting of no less than 2 of the following officers the: <ul style="list-style-type: none"> • Executive Manager Development and Compliance; • Manager Planning and Land Services, • Coordinator Approvals or a Senior Planner, and • Coordinator Building and Development Compliance or a Senior Building Surveyor. <p>Where consultation has been undertaken under Part 4 of the R-Codes, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment.</p>
Statutory Framework	<i>Operative Local Planning Scheme</i>
Policy	N/A

Delegation	DA-BUI 01 Building and Demolition Permits
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 17 Uncertified applications s. 18 Further information s. 20 Grant of building permit s. 21 Grant of demolition permit s. 22 Further grounds for not granting an application s. 23 Time for deciding application s. 24 Notice of decision not to grant permit s. 27 Conditions imposed s. 88 Finishes of walls close to boundaries <i>Building Regulations 2012:</i> r. 23 Application to extend time r. 24 Extension of time r. 26 Approval of new responsible person
Function	To effectively deal with applications for Building and Demolition Permits as provided by: 1. Part 2, Divisions 1-4 and Part 6 Division 4 of the <i>Building Act 2011</i> ; and 2. Part 3 of the <i>Building Regulations 2012</i> .
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-BUI 02 Occupancy Permits and Building Approval Certificates
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 55 Further Information s. 58 Grant of permit / approval certificate s. 59 Time for granting permit / approval certificate s. 60 Notice of decision not to grant permit / approval certificate s. 62 Conditions imposed s. 65 Extension of period of duration <i>Building Regulations 2012:</i> r. 40 Extension of period of duration of time limited permit/ approval certificate
Function	To effectively deal with applications for Occupancy Certificate and Building Approval Certificate as required under Part 3, Division 4 of the <i>Building Act 2011</i> and Regulation 40 of the <i>Building Regulations 2012</i>
Delegates	Chief Executive Officer
Conditions	Sub-delegates are only permitted to undertake this delegation if they hold the appropriate Building Surveyor Qualification and Registration from the Department of Mines, Industry, Regulation and Safety.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-BUI 03 Building Orders
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Act 2011:</i> s. 88 Finishes of walls close to boundaries s. 110 Building Orders s. 111 Notice of proposed building order s. 114 Service of building order s. 117 Revocation of building order s. 118 Permit authority may give effect to building order if non-compliance
Functions	1) Effectively deal with building orders pursuant to Part 8, Division 5 of the <i>Building Act 2011</i> in relation to: <ul style="list-style-type: none"> • Building work • Demolition work • An existing building or incidental structure • Dangerous and neglected buildings 2) Specify the way an outward facing side of a close wall must be finished pursuant to section 88 of the <i>Building Act 2011</i>
Delegates	Chief Executive Officer
Conditions	Building Orders may be referred to the Council where it is considered appropriate.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-PAD 02 Development Application (excluding Single Houses)(new)
Category	Development and Building Controls (change to Planning and Development)
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under the Operative Local Planning Scheme, necessary to fulfil the Functions as set out below.
Functions	To undertake the functions, including consultation, and to determine development applications as required for applications for development approval.
Delegates	Chief Executive Officer
Conditions	This delegation is subject to the following conditions: <ol style="list-style-type: none"> 1. where an application is required to be advertised, due to the proposed development seeking to vary the development standards required under the relevant local planning scheme, structure plan, activity centre plan, local development plan or local planning policy, and no submission(s) have been received on relevant matters except for proposals for Grouped or Multiple Dwelling. 2. where consultation has been undertaken for Grouped or Multiple Dwelling, any person who has made a submission objecting to the application being notified in writing of the City's intention to approve the application and be provided with a further 7 days in which to provide further comment 3. all applications that require discretionary provisions of a local planning scheme, structure plan, activity centre plan, local development plan or local planning policy to be applied are to be reviewed by a Planning Review Group consisting of at least 2 of the following: <ul style="list-style-type: none"> • Executive Manager Development and Compliance • Manager Planning and Land Services • Coordinator Approvals
Statutory Framework	<i>Planning and Development (Local Planning Scheme) Regulations 2015</i> <i>Operative Local Planning Scheme</i>
Policy	N/A

Delegation	DA-BUI 04 Smoke Alarms - Alternative Solutions
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 55 Terms used (alternative building solution approval) r. 61 Local government approval of battery powered smoke alarms
Functions	1) To approve alternative building solutions which meet the performance requirements of the Building Code relating to fire detection and early warning. 2) To approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-BUI 05 Private Swimming Pool Safety Barriers
Category	Development and Building Controls
Delegator	Council
Express power to delegate	<i>Building Act 2011:</i> s. 127(1) Delegation by local government
Express power or duty delegated	<i>Building Regulations 2012:</i> r. 51(2), (3), (5) Approvals by permit authority
Function	<p>1) To approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with AS 1926.1.</p> <p>2) To approve a door for the purpose of compliance with AS 1926.1, where a fence or barrier would cause significant problem of a structural nature or a significant problem of any other nature the cause of which is not in the control of the owner/occupier, or the pool is totally enclosed by a building or in the opinion of the City a fence or barrier between the building and pool would create a significant access problem for a person with a disability.</p> <p>3) To approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement.</p>
Delegates	Chief Executive Officer
Conditions	Nil.
Express power to subdelegate	<i>Building Act 2011:</i> s. 127(6A) Delegation by CEO
Subdelegates	Coordinator Building and Compliance Senior Building Surveyor Senior Development Compliance Officer
Conditions on subdelegates	Any performance solution determined in respect of this delegation is to be signed by 2 of the subdelegates to ensure consensus of the decision provided.
Statutory framework	<i>Building Act 2011</i> (Date of effect: 2 April 2012) <i>Building Regulations 2012</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <i>Heritage of Western Australia Act 1990</i>
Policy	N/A

Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

LOCAL LAWS

Delegation	DA-LOC 01 Trading Permits
Category	Economic Development
Delegator	Council
Express power to delegate	Local Government Act 1995: s. 5.42 Delegation of some powers and duties to the CEO
Express power or duty delegated	<i>Local Government Property and Public Places Local Law 2016:</i> All powers and duties under Part 12 – Permits, in relation to Trading Permits
Function	<ol style="list-style-type: none"> 1. To determine a Trading Permit application; or 2. Cancel, suspend or vary an approved Permit; <p>in accordance with the relevant Council Local Law and associated policy or guidelines to support the assessment of Trading Permits.</p>
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	Local Government Property and Public Places Local Law 2016:
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

EMERGENCY SERVICES

Delegation	DA-EMS 01 Bush Fires Act 1954 - Variations to Burning Times
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s. 17(10) and s. 18(5C) Delegation from local government to Mayor and Chief Bush Fire Control Officer
Express power or duty delegated	<i>Bush Fires Act 1954:</i> s. 17(7) and (8) Variation to prohibited burning times s. 18(5) and (5C) Variation to restricted burning times
Function	To carry out the powers and duties of the <i>Bush Fires Act 1954</i> with respect to variations of the restricted or prohibited burning times.
Delegates	Mayor and Chief Bush Fire Control Officer (jointly)
Conditions	Delegates must request that the Executive Manager Development and Compliance and Coordinator Ranger Services reports quarterly on any recommendations relevant to this delegation.
Statutory framework	<i>Bush Fires Act 1954:</i> s.48 Delegated power cannot be subdelegated s. 17 and s. 18 How variation made
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-EMS 02 Bush Fires Act 1954 - General
Category	Emergency Services
Delegator	Council
Express power to delegate	<i>Bush Fires Act 1954:</i> s. 48 Delegation by local government to CEO
Express power or duty delegated	All powers and duties of the local government under the <i>Bush Fires Act 1954</i> and the <i>Bush Fires Regulations 1954</i> , except as set out in the conditions of this delegation.
Function	Undertake the performance of any of the functions under the <i>Bush Fires Act 1954</i> , including but not limited to: <ol style="list-style-type: none"> 1. Insuring certain persons for injury caused while engaged in normal brigade activities. 2. Appointing bush fire control officers. 3. Issuing directions to a bush fire control officer to burn bush on, or at the margins of, streets, roads, and ways, under the care, control and management of the City of Mandurah. 4. Placing further restrictions on the burning of garden refuse.
Delegates	Chief Executive Officer
Conditions	This delegation excludes any powers or duties under the <i>Bush Fires Act 1954</i> that require a resolution by Council including the power to make local laws under section 62. This delegation must be exercised in accordance with any relevant Council Policy, that may be in force from time to time.
Statutory framework	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Bush Fires (Infringement) Regulations 1978</i>
Policy	Bush Fire Prevention and Control Council Policy
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

ENVIRONMENTAL MANAGEMENT

	<p>DA-EVM 02 Management Plans (to be removed - covered by Implied Authorisation)</p>
	<ul style="list-style-type: none">•

FINANCIAL MANAGEMENT

Delegation	DA-FCM 02 Payments from Municipal or Trust Funds
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to the CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s.6.10(d) Financial management regulations <i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund
Function	To make payments from the Council's Municipal or Trust Funds in accordance with Regulation 12 of the <i>Local Government (Financial Management) Regulations 1996</i>
Delegates	Chief Executive Officer
Statutory framework	Regulation 12 of the <i>Local Government (Financial Management) Regulations 1996</i> <i>Sections 5.42, 5.44 and 6.10(d) of the Local Government Act 1995</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last Reviewed	TBC

Delegation	DA-FCM 03 Investment of Funds
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s.5.42 Delegation by local government
Express power or duty delegated	<i>Local Government Act 1995:</i> s6.14 Power to invest.
Function	Invest funds in accordance with Section 6.14 of the <i>Local Government Act 1995</i> and the policies and guidelines established from time to time by Council.
Delegates	Chief Executive Officer
Statutory framework	<i>Local Government Act 1995:</i> S. 6.14
Policy	POL-FCM 02 - Finance Investment
Date adopted	TBC
Adoption references	TBC

Delegation	DA-FCM 04 Non-Rateable Status for Land
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> S. 6.76(4) and (5) Grounds of objections
Function	To consider an objection to a rate record and either allow or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person to whom made the objection To extend the time for a person to make an objection to a rate record.
Delegates	Chief Executive Officer
Conditions	Where the delegation is exercised in respect of a new application for land used in accordance with section 6.26(2)(g), non- rateable status may only be granted where the annual value of general rates does not exceed \$15,000.
Statutory framework	Where the delegation is exercised in respect of a renewal of non-rateable status, there are no conditions or financial limits imposed on the delegate. <i>Local Government Act 1995:</i> s. 6.26 Rateable Land s. 6.76 Grounds of objections
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-FCM 06 Defer, Grant Concessions for, or Waive Fees or Write off Debts
Category	Financial Management
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i></p> <p>s. 5.42 Delegation of some powers and duties to CEO</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i></p> <p>s. 6.12 Power to defer, grant concessions, waive or write off debts</p>
Function	<p>Defer, waive or grant concessions in relation to fees, or write off debts in relation to the following matters:</p> <ul style="list-style-type: none"> • Abandoned Vehicles • Food Premises • Impounded Animals • Impounded/Seized Trolleys and Signs • Hire Fees for Community Halls, Pavilions, Public Open Space, Sports Flood Lighting and other hire fees including serviced recreation facilities and libraries. • Planning and Building Service and Application Fees • General Debts
Delegates	Chief Executive Officer
Conditions	<p>This delegation is subject to section 6.12(2) of the <i>Local Government Act 1995</i>, which specifies that a local government cannot grant a waiver or concession for a rate or service charge.</p> <p>The suspension of interest of rates may only be waived for a maximum term of 12 months and in accordance with Council and CEO policies, and procedures.</p> <p>A waiver, write off, deferment or concession given under this delegation may only be granted to a maximum value of \$100,000 per occurrence, except where the decision is due to an administrative error having been made by the City of Mandurah.</p>
Statutory framework	<p><i>Local Government Act 1995:</i></p> <p>s. 6.12</p> <p><i>Local Government (Financial Management) Regulations 1996:</i></p> <p>19AA cannot waive or grant concession in relation to amounts owed under the Local Government (Administration) Regulations 1996, r. 34AE.</p>
Date adopted	TBC
Adoption references	TBC

Delegation	DA-FCM 07 Payment Arrangements for Unpaid Rates and Service Charges and Other Debtors
Category	Financial Management
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 6.49 Payment Agreements
Function	Accept an alternative payment of a rate or service charge or other debt due and payable by a person, in accordance with an agreement made with the person.
Delegates	Chief Executive Officer
Conditions	<ol style="list-style-type: none"> 1) The conditions are in accordance with the relevant and current Council Policies and work procedures. 2) The Rates Supervisor can accept an alternative payment arrangement only for and where the unpaid rate or service charges are expected to be paid within the current financial year. 3) Where the payment arrangement relates to debtors other than for rates and service charges, the repayment of the total debt cannot be for a period of greater than two years.
Statutory framework	<i>Local Government Act 1995:</i>
Policy	POL-FCM 08 Collection of Overdue Debts
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

GOVERNANCE

	<p>DA-GVN 06 Legal Representation for Elected Members, Committee Members and Employees (to be removed – covered by Implied Authorisation)</p>

PLANNING AND DEVELOPMENT

	<p>DA-LUP 01 Advertising of Planning Proposals (to be removed – to be amalgamated into other delegations)</p>

Delegation	DA-PAD 03 Structure Plans and Activity Centre Plans
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All the powers and duties of the local government under Part 4 (Structure Plans) and Part 5 (Activity Centre Plans)
Function	<ol style="list-style-type: none"> 1. To prepare a Structure Plan or Activity Centre Plan; 2. Where an application is made for a Structure Plan and Activity Centre Plan, determine that the information provided is satisfactory for the purposes of advertising in accordance with clause 17 and 33 of the Deemed Provisions; 3. Determine that an amendment to a Structure Plan and Activity Centre Plan is of a minor nature and does require advertising in accordance with clause 29 and 45 of the Deemed Provisions; 4. Provide the Local Government Report to the Western Australian Planning Commission for amendments to an approved Structure Plan and Activity Centre Plan for: <ol style="list-style-type: none"> (a) administrative or clarification purposes; or (b) where additional details are required by the approved Structure Plan or Activity Centre Plan; or (c) where the amendments do not alter the overall intent and design of the approved Structure Plan or Activity Centre Plan; or (d) where amendments are advertised and no relevant submissions are received during the advertising process, unless otherwise 'called in' by two or more Elected Members; <p>in accordance with clause 20 and 36 of the Deemed Provisions.</p>
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) - Part 4 and Part 5
Policy	Nil

Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

	DA-LUP 04 Subdivision (to be removed – covered by Implied Authorisation)

	DA-LUP 05 Clearance of Subdivision Conditions (to be removed – covered by Implied Authorisation)

	<p>DA-LUP 06 Preparation and Endorsement of Responsible Authority Reports (to be removed – covered by Implied Authorisation)</p>

Delegation	DA-PAD 04 Local Development Plans
Category	Land Use and Planning
Delegator	Council
Express power to delegate	<i>Operative Local Planning Scheme</i> Clause 82 of the 'Deemed Provisions' (Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>)
Express power or duty delegated	All powers and duties of the local government under Part 6 of the Deemed Provisions (Local Development Plans)
Function	<ol style="list-style-type: none"> 1) To prepare a Local Development Plans, where appropriate. 2) Where an application is made, determine that the information provided is satisfactory for the purposes of advertising in accordance with clause 49 of the Deemed Provisions; 3) Where an application is made, determine that a Local Development Plan does not require advertising in accordance with clause 50(3) of the Deemed Provisions; 4) Where an application is made, determine to approve, modify or refuse the Local Development Plan in accordance with clause 52 of the Deemed Provisions subject to where the plan has been advertised, no submissions have been received on relevant matters that can be considered in making a determination on a Local Development Plan; 5) To extend the period of approval for a Local Development Plan in accordance with clause 57 (3) of the Deemed Provisions; <p>Determine that an amendment is of a minor nature and does not require advertising in accordance with clauses 59(4) of the Deemed Provisions.</p>
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2 (Deemed Provisions for Local Planning Schemes) Part 6
Policy	N/A
Date adopted	TBC
Adoption references	TRC.
Last reviewed	TBC

LAWS AND ENFORCEMENT

Delegation	DA-LWE 01 Prosecutions/Recovery of Unpaid Rates, Service Charges, Fees and Charges
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<p><i>Local Government Act 1995:</i></p> <p>s. 5.42 Delegation of some powers and duties to CEO</p> <p><i>Building Act 2011:</i></p> <p>s. 127(6A)</p> <p>(moved to DA-PBH 10 as Public Health Act is unique in how it allows delegations – and cannot be subdelegated)</p>
Express power or duty delegated	<p><i>Local Government Act 1995:</i></p> <p>(appointment not delegation) 6.16 (1) Recovery of Fees and Charges</p> <p>s. 6.56 and 6.64 Rates and Service Charges Unpaid</p> <p><i>City of Mandurah Local Laws</i></p> <p><i>Building Act 2011:</i></p> <p>s. 133</p> <p>(moved to DA-PBH 10 as Public Health Act is unique in how it allows delegations)</p>
Function	<p>Serve a notice, or undertake legal proceedings or prosecutions for any breach, offence or claim for which it is the duty of the local government to enforce in relation to:</p> <ul style="list-style-type: none"> • <i>unpaid rates or service charges, or other fees and charges under the Local Government Act 1995 and associated Regulations;</i> • <i>the Building Act 2011,' and</i> • Councils Local Laws, <p>Lodge or remove a caveat in relation to land for which rates and service charges are unpaid.</p> <p>Delegates will use best endeavours to resolve specific issues through mediation and other means. Legal proceedings will only be initiated where necessary to resolve each specific matter dependant on the nature of the breach, offence or claim.</p>
Delegates	Chief Executive Officer

<p>Conditions</p>	<ol style="list-style-type: none"> 1. If in the opinion of the CEO or a subdelegated officer, the situation warrants it, the initiation of the prosecution will be referred to Council for approval. 2. For legal proceedings relating to recovery of rates or services charges unpaid, the conditions are in accordance with the Council Policy.
<p>Statutory framework</p>	<p><i>Local Government Act 1995</i></p>
<p>Policy</p>	<p>POL-FCM 08 Collection of Overdue Debts</p>
<p>Date adopted</p>	<p>TBC</p>
<p>Adoption references</p>	<p>TBC</p>
<p>Last reviewed</p>	<p>TBC</p>

Delegation	DA-LWE 02 Directions in Relation to Development Matters
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Planning and Development Act 2005:</i> s. 214 (2), (3) and (5) Illegal development, responsible authority's powers
Function	To issue a direction to a person contravening the relevant local Planning Scheme, pursuant to section 214 of the <i>Planning and Development Act 2005</i>
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Planning and Development Act 2005</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-LWE 06 Disposal of Impounded Goods/Vehicles
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local government Act 1995:</i> s. 3.46 Goods may be held until costs paid s. 3.47 Confiscated or uncollected goods, disposal of s. 3.47A Sick or injured animal, disposal of (not necessary to have general power to dispose of property if delegate has specific power) s. 3.40A (4) Abandoned vehicle wreck may be taken
Function	<ol style="list-style-type: none"> 1. IMPOUNDED GOODS - Sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44. 2. Dispose of sick or injured animal 3. IMPOUNDED VEHICLES - Declare an impounded vehicle an abandoned vehicle wreck in accordance with the provision of section 3.40A. Sell or otherwise dispose of any vehicle that has not been collected within two (2) months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned wreck. 4. Refuse to allow impounded goods to be collected until the costs of removing, impounding and keeping them have been paid to the local government.
Delegates	Chief Executive Officer
Conditions	Money received under 3.47(5) must be credited to the City of Mandurah Municipal Fund.
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996:</i> r. 29A
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-LWE 07 Authorised Officers
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<p><i>Local government Act 1995:</i></p> <p>s. 5.42 Delegation of some powers and duties to CEO</p> <p><i>Cat Act 2011:</i></p> <p>s. 44 Delegation by local government</p> <p><i>Dog Act 1976:</i></p> <p>s. 10AA Delegation of local government powers and duties</p> <p><i>Building Act 2011:</i></p> <p>s. 127(1) Delegation by local government</p>
Express power or duty delegated	<p><i>Local government Act 1995:</i></p> <p>s. 9.10 Enforcement and legal proceedings - appointment of authorised persons</p> <p><i>Local Government (Miscellaneous Provisions) Act 1960:</i></p> <p>s. 449 Appoint Pound Keeper and Ranger</p> <p><i>Cat Act 2011:</i></p> <p>s.48 Appointing authorised persons</p> <p><i>Dog Act 1976:</i></p> <p>s. 11(1) Staff and services – appoint fit and proper authorised persons</p> <p>s. 29(1) Power to appoint authorised persons</p> <p><i>Building Act 2011:</i></p> <p>s. 96(3) Designate authorised person</p> <p><i>Building Regulations 2012:</i></p> <p>r. 70 (1) and (2) Appoint authorised officer and approved officer</p>

Function	<p>Appoint persons/officers or classes of persons/officers as authorised persons for the purpose of fulfilling prescribed functions under the <i>Local Government Act 1995</i> (as listed hereunder), associated Regulations, the <i>Local Government (Miscellaneous Provisions) Regulations 1960</i> and City of Mandurah Local Laws made under the Local Government Act; including but not limited to:</p> <ul style="list-style-type: none"> • 3.25(1) Notices requiring certain things to be done by owner or occupier of land. • 3.27 Things local government can do on land that is not local government property. • 3.31 Entering property. • 3.39 Power to remove and impound. • 3.40A(1) Abandoned vehicle wreck may be taken. • 9.11 Enforcement and Legal Proceedings - Persons found committing breach of the Act to give name on demand. • 9.13 Enforcement and Legal Proceedings - Onus of proof in vehicle offences. • 9.16 Enforcement and Legal Proceedings - Issue Infringement notices. • 9.24(1)(2) Enforcement and Legal Proceedings - Commencing Prosecutions - Offence against the Act or City's Local Laws. • 9.29(2) Enforcement and Legal Proceedings - Representing Local Government in Court. <p>Appoint persons/officers or classes of persons/officers as authorised for the purpose of fulfilling prescribed functions under the <i>Cat Act 2011</i>, <i>Dog Act 1976</i>, <i>Building Act 2011</i> and <i>Building Regulations 2012</i>.</p>
Delegates	Chief Executive Officer
Conditions	The power to appoint authorised persons, under all legislation referred to in this delegation, cannot be sub delegated.
Statutory framework	<p><i>Local Government Act 1995</i></p> <p>Part 3, Division 3, Subdivision 2 – Certain provisions about land</p> <p>Division 2 – Enforcement and legal proceedings</p> <p><i>Cat Act 2011:</i></p> <p>s. 48(2) – a person who is not an employee of the local government cannot be appointed as an authorised person for the purposes of s. 62 (Infringement Notices)</p> <p><i>Building Regulations 2012:</i></p> <p>r. 70. Only certain people may be appointed as authorised officer or approved officer – see regulation.</p>
Policy	Nil
Date adopted	TBC
Adoption references	TBC

Delegation	DA-LWE 09 Graffiti Vandalism
Category	Laws and Enforcement
Delegator	Council
Express power to delegate	<p><i>Graffiti Vandalism Act 2016:</i></p> <p>s. 16 Delegation by local government</p> <p>s. 17 Delegation by CEO of local government</p>
Express power or duty delegated	<p><i>Graffiti Vandalism Act 2016:</i></p> <p>s. 15 Application – person may be authorised</p> <p>s. 18 Notice requiring removal of graffiti</p> <p>s. 19 Additional powers when notice is given</p> <p>s. 24 (1)(b) Decision that notice should not be suspended</p> <p>s. 25 local government graffiti powers on land not local government property</p> <p>s. 28 Notice of entry</p>
Function	<p>To carry out the powers or discharge of any of the duties of the <i>Graffiti Vandalism Act 2016</i> including but not limited to:</p> <ol style="list-style-type: none"> 1. Issuing notices requiring removal of graffiti. 2. Recover costs for removal of graffiti. 3. Removal of graffiti on land not local government property. 4. Issuing notices of an intended entry onto private land as requested by Council. 5. Appointing Authorised Officers
Delegates	Chief Executive Officer
Conditions	Nil.
Statutory framework	<i>Graffiti Vandalism Act 2016</i>
Policy	POL-CNP 02 Graffiti Vandalism
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

PARKS AND RESERVES

<p>Delegation</p>	<p>DA-PKR 01 Crown Land (Reserves) Management Orders to Council <i>(to be removed – covered by Implied Authorisation)</i></p>

PUBLIC HEALTH

<p>Delegation</p>	<p>DA-PBH 01 Public Environmental Health Risks (to be removed – covered by statutory authorisations)</p>

Delegation	DA-LOC 02 Alfresco Dining Permits (move to Local Law heading)
Category	Public Health
Delegator	Council
Express power to delegate	<i>Local government Act 1995:</i> s. 5.42 Delegation of some powers and duties to CEO
Express power or duty delegated	<i>Local Government Property and Public Places Local Law:</i> All powers and duties of the local government under Part 11 and Part 12 in relation to Alfresco Dining Permits
Function	To approve or refuse alfresco dining licences in accordance with the relevant provisions of the City's Local Laws.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Local Government Act 1995</i> <i>Local Government Property and Public Places Local Law</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-PBH 03 Food Act 2008
Category	Public Health
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s. 118 Functions of enforcement agencies and delegations
Express power or duty delegated	Food Act 2008: s. 65 Prohibition Orders s. 66 Certificate of clearance to be given in certain circumstances s. 67 Request for re-inspection s. 110 Registration of food businesses s. 112 Variation of conditions or cancellation of registration of food business
Function	1) Issue prohibition orders. 2) Clear and remove a prohibition order. 3) Provide written notification not to issue a certificate of clearance. 4) Grant, apply conditions, refuse, vary or cancel registration of a food business.
Delegates	Executive Manager, Development and Compliance Principal Environmental Health Officer
Conditions	Nil
Statutory framework	<i>Food Act 2008</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC

Delegation	DA-PBH 04 Food Act 2008 - Appointments
Category	Public Health
Delegator	Council
Express power to delegate	<i>Food Act 2008:</i> s. 118 Functions of enforcement agencies and delegation
Express power or duty delegated	<i>Food Act 2008:</i> s. 122 Appointment of authorised officers s. 126(2), (6) and (7) Infringement notices
Function	1) Appoint authorised officers. 2) Appoint designated officers to issue infringement notices. 3) Appoint designated officers to extend payment period for infringement notices or withdraw infringement notices.
Delegates	Chief Executive Officer
Conditions	Nil
Statutory framework	<i>Food Act 2008</i>
Policy	Nil
Date adopted	25 June 2019
Adoption references	G.18/06/19

	DA-PBH 09 Submissions Under the Liquor Control Act 1988 (to be removed – covered by Implied Authorisation)

Delegation	DA-PBH 10 Public Health Act 2016 - Functions of an Enforcement Agency
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> (moved to DA-PBH 11)s. 24 Designation of Authorised Officers s. 280 Commencing proceedings (moved from DA-LWE 01)
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1) Designating Authorised Officers; 2) Commencing legal proceedings
Delegates	Chief Executive Officer
Conditions	(moved to statutory framework) Nil.
Statutory framework	<i>Public Health Act 2016</i> s. 21 Limits delegations to either CEO or an authorised officer Division 4 – Authorised Officers
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-PBH 11 Public Health Act 2016 – Reports by Enforcement Agency (new)
Category	Public Health
Delegator	Council
Express power to delegate	<i>Public Health Act 2016:</i> s. 21 Enforcement agency may delegate
Express power or duty delegated	<i>Public Health Act 2016:</i> s. 22 Reports by and about enforcement agencies (moved from DA-PBH 10)
Function	To exercise the powers or duties conferred or imposed on a local government, as an enforcement agency, under the <i>Public Health Act 2016</i> , relating to: 1) Preparing and providing to the Chief Health Officer, the local government's report on the performance of its functions, or a report detailing any proceedings for an offence under the Act.
Delegates	Executive Manager, Development and Compliance Principal Environmental Health Officer
Conditions	Nil.
Statutory framework	<i>Public Health Act 2016</i> s. 21 Limits delegations to either CEO or an authorised officer
Policy	N/A
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

RECREATION AND CULTURAL SERVICES

	DA-RCS 01 Recreation Centres - Open Hours and Periods of Closure (to be removed- covered by Implied Authorisation)

TRAFFIC AND TRANSPORT

Delegation	DA-TFT 01 Parking Administration
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to the CEO
Express power or duty delegated	<i>City of Mandurah Parking and Parking Facilities Local Law 2015:</i> cl. 3.1 Determination of parking bays and parking stations cl. 4.3 Event parking
Function	1) To constitute, determine or vary parking bays, parking stations and parking areas, including the introduction of parking restrictions, including but not limited to: o No Parking o No Stopping o Loading Zones o Disabled parking o Authorised only parking 2) To authorise temporary variations to parking to facilitate events or other required use of a carparking area.
Delegates	Chief Executive Officer
Conditions	<ul style="list-style-type: none"> • This delegation does not include: <ul style="list-style-type: none"> o the introduction or varying of metered zones; and o the introduction of permanent timed parking restrictions in excess of 10 bays. • Any parking restrictions imposed will be communicated to Elected Members via the weekly update. • Delegates must maintain an appropriate register to record all parking restrictions implemented as well as the standard delegated authority reporting.
Statutory framework	<i>Local Government Act 1995</i> <i>City of Mandurah Parking and Parking Facilities Local Law 2015</i>
Policy	Nil
Date adopted	TBC
Adoption references	TBC
Last reviewed	TBC

Delegation	DA-TFT 02 Closing of Certain Thoroughfares to Vehicles
Category	Traffic and Transport
Delegator	Council
Express power to delegate	<i>Local Government Act 1995:</i> s. 5.42 local government may delegate some powers and duties to CEO
Express power or duty delegated	<i>Local Government Act 1995:</i> s. 3.50 Closing certain thoroughfares to vehicles s. 3.50A Partial closure of thoroughfare for repairs or maintenance s. 3.51 Affected owners to be notified of certain proposals
Function	1) To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period not exceeding four (4) weeks; 2) To close any thoroughfare that the City manages for the passage of vehicles, wholly or partially, for a period exceeding four (4) weeks. 3) To revoke an order to close a thoroughfare; 4) To partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have a significant adverse effect on users of the thoroughfare; 5) To notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land.
Delegates	Chief Executive Officer
Conditions	In respect of Function 1) above: Where practicable to do so, any proposal to close a thoroughfare should be advertised in advance of the closure. Where a thoroughfare is closed without advance public notice, local public notice of the closure is to occur as soon as practicable. In respect of Function 2) above: Prior to a decision being made to close a thoroughfare, local public notice of the intentions and reasons for the closure should be undertaken. In addition, consideration of any submissions received should take place.
Statutory framework	<i>Local Government Act 1995</i> s. 3.50 – 3.51 set out the procedure and legislative requirements which must be followed when closing thoroughfares.
Policy	Nil
Date adopted	TBC

Adoption references	TBC
Last reviewed	TBC

PLANNING AND DEVELOPMENT RESPONSIBILITIES

P CY

P - UP 0

Objective

To outline the Planning and Development responsibilities that fall outside of Delegated Authority provisions and provide authorisation for certain officers to undertake these responsibilities on behalf of the City of Mandurah.

Rationale

The City of Mandurah the City has a number of responsibilities under the Planning and Development Act 2015 the Act, the Planning and Development Development Assessment Panel (DAP) and the 2011 Regulations as well as other planning instruments. This policy provides direction as to how those various responsibilities will be managed by the City.

Statement

1. Subdivision Applications

All applications for subdivision are determined by the Western Australian Planning Commission (APC).

As part of APC considering a subdivision, the City will receive a referral and request for a written response to support with or without conditions or not support a subdivision application. Importantly, the APC is not bound by the City's comment in making its determination of the proposal.

Where an application is for 20 or more lots and not located within an area covered by an approved Structure Plan or Activity Centre Plan, the application will be referred to Council for consideration as part of the City's referral comments.

2. Clearance of Subdivision Conditions

When the APC approves a subdivision application it may do so subject to a number of conditions. Although the APC sets the conditions, it may require that the certain matters are approved by or meet the satisfaction of the City. If and when those conditions are met to the City's satisfaction, the City will provide clearance of the condition imposed by the APC.

3. Responsible Authority Reports

Under the Act and Regulations, the responsible authority for certain development applications is a Development Assessment Panel (DAP), replacing the role of the local government under the local planning scheme.

If a development application is required to be referred to a DAP for determination, the City is required to provide the DAP with a Responsible Authority Report (RAR) to assist the DAP.

Elected Members must be made aware of all DAP applications via the appropriate communications. If at least two Elected Members call in the application for review within 7 days of the communication, the RAR shall be referred to Council for consideration.

If Council wishes to provide information or make recommendations to the DAP, which are not already outlined in the RAR, they may do so by preparing a submission which will be presented to the DAP by the relevant planning officer, at the DAP meeting.

. Management Orders relating to Crown Land

Under the Land Administration Act 1997 and various other legislative instruments, the Minister for Lands may vest land with the City by way of a Management Order. In certain situations, consent from the City is required before a Management Order can be made. In such instances, the Manager and Management may consent to such an order being made on behalf of the City, in circumstances where Council has already decided in principle, to the order being made.

. Management Plans

A development approval granted by the City of Mandurah, the APC or a DAP, may be conditional on the subsequent approval of a Management Plan, or other development related Plan, by the City. The City may approve such Plans if they meet the requirements of the City.

Responsible Directorate	Sustainable Communities
Reviewer	Manager Planning and Land Services
Creation date	Minute G. / / , Date
Amendments	N/A
Related Documentation	



City of Mandurah
Local Planning Scheme No 12 and Local Planning Strategy
Schedule of Submissions

May 2020

1. Background

In July 2013, Council resolved to prepare a new local planning scheme and in March 2014 Council adopted a draft Scheme (under the heading 'Mandurah Planning Scheme').

The following year, the *Planning and Development (Local Planning Scheme) Regulations 2015 ('LPS Regulations')* were prepared, advertised and gazetted and became operative in October 2015. The LPS Regulations resulted in significant changes to the format and operation of local planning schemes requiring the draft Scheme to be rewritten and reformatted.

Council adopted a revised Local Planning Scheme – Local Planning Scheme No 12 (Scheme 12) and a revised Local Planning Strategy at its meeting of 24 January 2017 for the purposes of forwarding to the Western Australian Planning Commission for consent to advertise.

In September 2018, the City received advice that the Commission had examined the documents provided, and that subject to modifications, had determined the Scheme was suitable to be advertised in accordance with the Regulations. Prior to advertising, the documents were required to be referred to the Environmental Protection (EPA) for consideration pursuant to s82 of the *Planning and Development Act 2005*.

Scheme 12 was subsequently referred to the EPA and in November 2018, a request for additional information was received. In particular, additional information was requested regarding a number of sites, resulting in Council in April 2019 adopting the modified Scheme and Strategy and forwarding the documents to the EPA and again to the WAPC, seeking consent to advertise. Notification was received on 4 June 2019 from the Office of the EPA, advising that the Scheme had been examined and the decision made not to assess the scheme under Part IV, Division 3 of the *Environmental Protection Act 1986*. Consent to advertise Scheme 12 and the Local Planning Strategy was subsequently granted by the WAPC in October 2019.

In accordance with the requirements of the LPS Regulations, advertising of the Scheme and Strategy commenced in November 2019, with the submission period closing on Friday 28 February 2020.

During this time 21 submissions were received.

Council Meeting 23 June 2020
2. Location of Submissions (North)

Peel Region Scheme Reserved Land

- Regional Open Space
- Waterways
- Public Purposes

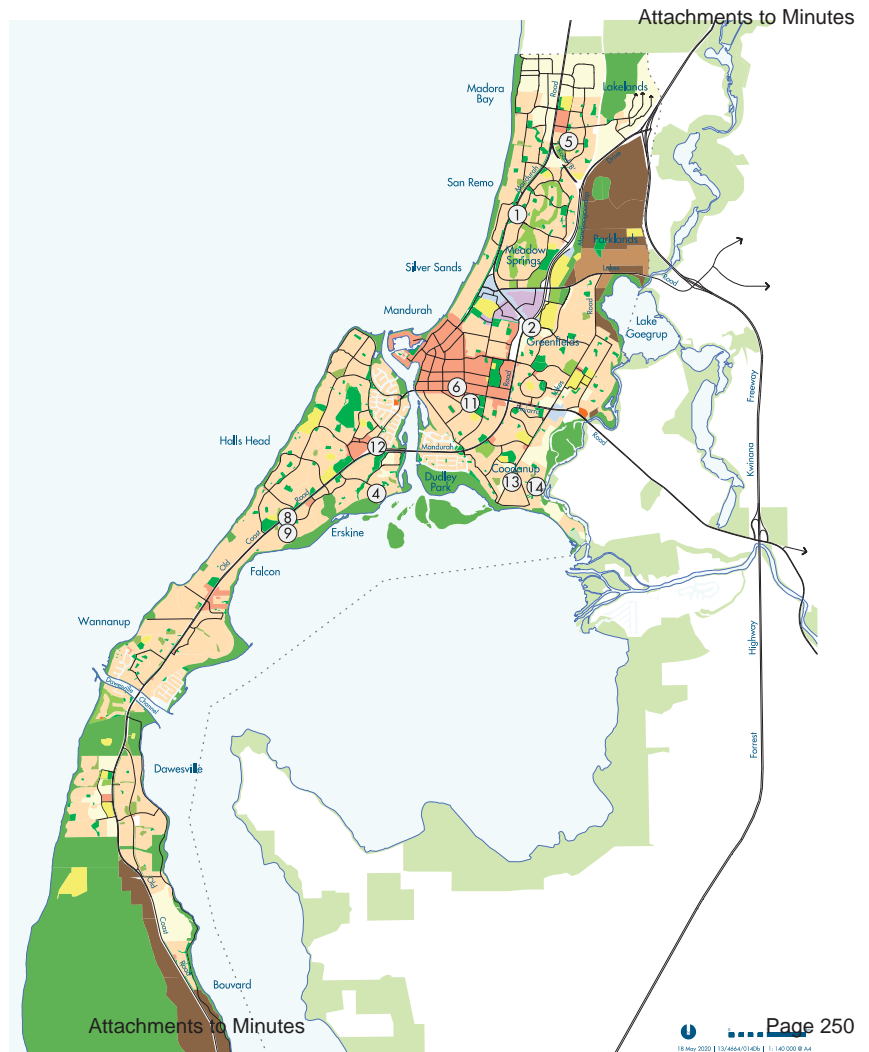
Local Reserved Land

- Public Open Space
- Environmental Conservation
- Public Purposes

Zones

- Centre
- Service Commercial
- Light Industry
- Mixed Use
- Residential
- Urban Development
- Tourism
- Rural Residential
- Rural Residential (Southern Parklands)
- Rural Smallholdings
- Rural
- Private Clubs, Institutions and Places of Worship

City of Mandurah Boundary



3. Schedule of Submissions

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
1. Urbis Representing: Primejade Holdings Pty Ltd Owners of Meadow Springs Shopping Centre	(a) Do not support the classification of the Meadow Springs shopping centre as a Neighbourhood Centre in both the draft Strategy and Scheme. Classification is not consistent with the retail hierarchy of the relevant state and local planning documents and should be reconsidered.	(a) Disagree. Meadow Springs Shopping Centre has not been identified as a 'District' level Activity Centre in either SPP 4.2 or within the South Metropolitan Sub-Regional Planning Framework.	Nil
Lot 905 Meadow Springs Drive, Meadow Springs	(b) It is considered more appropriate for the Meadow Springs Shopping Centre to be classified as a 'District Centre' in both the draft Strategy and Scheme given its size and significance in the local context.	(b) Disagree. The size and function of the Meadow Springs Shopping Centre is consistent with the definition of a 'neighbourhood' centre.	
	(c) The role and function of the Meadow Springs Shopping Centre accurately fits that of a 'District Centre', as defined in SPP 4.2.	(c) Disagree. The size and function of the Meadow Springs Shopping Centre is consistent with the definition of a 'neighbourhood' centre.	
	(d) The 'typical uses' of the Meadow Springs shopping centre are in line with those described in the description of a 'District Centre' including presence of a Discount Department Store, medical uses and a number of food and beverage/takeaway outlets.	(d) Whilst a Discount Department Store is located at Meadow Springs shopping Centre, it is a small format department store. All other uses are consistent with a 'neighbourhood centre'. Meadow Springs has not been identified as a 'District' centre within the State and Regional Planning framework.	
	(e) The broader surrounding service population for the Meadow Springs shopping centre is similar to that described for a 'District Centre' (currently 19,180 persons) with this	(e) The population figures provided include population within the Lakelands District Centre Catchment. The population within Meadow Springs and Silver Sands/Sand Remo	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	service population likely to increase over time.	is currently 11492 and is only forecast to increase marginally over time. This catchment is consistent with a 'Neighbourhood' Centre.	
	(f) Retail Floorspace forecast analysis indicates demand for floorspace will far exceed the total retail projected for the study area within Scheme and Strategy, which will lead to a significant level of leakage to other centres to the North and south of the study area. It is likely that Lakelands and Meadow Springs centres will need to expand beyond what is allowed for in the City of Mandurah's planning framework.	(f) The Retail Floorspace analysis area includes the Lakelands District Centre. Any increase in floorspace should be accommodated within the 'District' centre. SPP 4.2 states that future development should be consistent with a centre's classification and not undermine established and planned activity centre hierarchy, and has identified Lakelands as the District centre for North Mandurah.	
	(g) Meadow Springs as the second largest centre in the floorspace analysis catchment, should accommodate some of this required floorspace, and with this floorspace should be afforded District Centre status.	(g) See (f) above.	
	(h) Respectfully request the City reconsider the classification of Meadow Springs and change the classification to a 'District Centre'.	(h) See (a) and (b) Above.	
2. Planning Solutions Representing: Primewest Funds Ltd Greenfields Shopping Centre	(a) Object to the site's proposed 'Local Centre C4' zoning under draft LPS12. (b) At present, the subject site is zoned 'Urban Development' under TPS3, with development guided by the provisions of the approved CPSP which identifies the site as a 'Local Centre'. Land uses	(a) Noted. (b) Noted.	1. Amend the zoning of Lot 46 and 49 Eaglemont Street from Local Centre to Centre Neighbourhood Centre and show the Density Code as R-AC3.

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
<p>Lot 46 Eaglemont Street, Greenfields</p>	<p>currently permissible under the CPSP include Take Away Food Outlet, Tavern and Service Station. The CPSP also establishes development standards and requirements and standards including building heights of up to 5 storeys, residential coding of R-AC3, carparking rates and built form design guidelines.</p> <p>(c) The proposed Local Centre zone would significantly restrict land use permissibility, residential densities and building heights and would compromise the planning vision and objectives that have been established for the site for some time.</p> <p>(d) Requests:</p> <ul style="list-style-type: none"> • The 'Urban Development' zone be applied to the subject site, instead of the 'Local Centre C4' zoning, to ensure the continued application of the approved CPSP to the subject site. • Modify the zoning table to include 'Fast Food Outlet', 'Service Station' and 'Tavern' as land uses capable of discretionary approval in the 'Local Centre C4' zone. Alternatively, an 'Additional Use' classification could be applied to the subject site, to ensure such uses are permissible. • In the event the subject site is included in the 'Local Centre C4' zone (contrary to recommendation 	<p>(c) Agreed. Centre is more in keeping with the 'Neighbourhood' centre classification within SPP 4.2.</p> <p>(d) Lots 46 and 49 Eaglemont Street to be included within the Neighbourhood Centre zone, which will allow for the discretionary approval of the fast food, and service station land uses.</p> <p>Whilst the land use 'Tavern' will still be prohibited, a 'small bar' may be permitted. Vacant Lot 47 will be retained within the Urban Development zone to enable built form provisions to be applied to the site.</p>	<p>2. <i>Amend the zoning of Lot 47 Eaglemont Street from Local Centre to Urban Development.</i></p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	1 above), the subject site should be added to Schedule 3 of draft LPS12 to maintain the site-specific development requirements as previously established by the CPSP.		
3. R Mathuria 2141 Old Coast Road, Bouvard	<p>(a) Proposed Local Centre (C4) zoning does not allow for residential or service station uses, whilst previous 'Rural' zoning allowed for both Residential and Service Station.</p> <p>(b) A service station was previously located on the site.</p> <p>(c) Request option of service station, residence and commercial uses be allowed on the site, as closest service station is 1.5 km north and 50km south.</p>	<p>(a) Under the Local Centre (C4) zone a dwelling is listed as a discretionary use.</p> <p>It should be noted however, that the sites classification under the Contaminated Sites Act 2003, may restrict use of the site for 'sensitive land uses'.</p> <p>Under the previous 'Rural' zoning, a service station was a prohibited use. The service station that previously operated from the site did so under the non-conforming use rights of Scheme 3. As the service station has not been in operation for a period of more than 6 months, this right no longer applies.</p> <p>(b) Noted. As above, the service station operated under non-conforming use rights of the scheme.</p> <p>(c) Residential and retail uses are permitted under the Centre (C4) zone. Should the owner wish to pursue a service station on the site it is recommended that a separate amendment be lodged to enable detailed consideration.</p>	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
4. Rowe Group on behalf of owners of Lot 9201 Conservation Loop and Lot 2001 Marina Quay Drive, Erskine	Lot 9201 and 2001 (Site 1)	(a) Noted.	3. <i>Single, Grouped and Multiple Dwellings to be listed as a 'D' use within the 'Tourism' zone within Table 3 Zoning Table.</i>
	(b) Request Site 1 be included within the 'Residential' zone with a density coding of R60, as it would approve the amenity of the locality, assist in reaching urban growth targets and 'round-out' the existing urban cell.	(b) Disagree. Site 1 was identified with the City's Local Tourism Strategy (endorsed by the WAPC in 2009) as a 'Key Tourism Site' due to its ability to provide accommodation within close proximity to a key attractor.	4. <i>Include the following site and specific criteria within Schedule 3 for Tourist Zone requirements.</i>
	(c) Site 1 is surrounded by residential development and is not in proximity to other tourist attractions or facilities. The feasibility of the existing short-stay accommodation is therefore questionable.	(c) Whilst it is acknowledged the landowner has concerns regarding the ongoing feasibility of the site as a tourism facility, further information and justification is required to determine the significance or otherwise of the site.	5. <i>Amend Condition (a) applying to Lot 2002 Mandurah Quay Drive within Table 6 of LPS 12 to require a Structure Plan rather than a Local Development Plan.</i>
	(d) Designating Site 1 'Residential (R60)' will contribute to the target infill for the City of Mandurah.	(d) The City's dwelling targets will be met through infill development within the City Centre and through already identified residential development.	
	(e) The R60 density coding is considered appropriate given the site is located 1km from the Halls Head District Centre and in proximity to a number of community facilities and recreation reserves.	(e) Should the landowner wish to pursue a change in zoning, the form and scale of development can be pursued through the scheme amendment process allowing community consultation to be undertaken.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p><u>Residential Land Use Permissibility in the Tourism zone</u></p> <p>(f) Under Draft LPS 12 the 'Dwelling' land use, which incorporates single, grouped and multiple dwellings, is an 'X' use in the 'Tourism' zone. This is inconsistent with the objectives and provisions of the zone which 'allows limited residential uses where appropriate'. Furthermore Clause 4.14.2 states that "where residential uses are proposed, the site shall be subject to a LDP to determine the location form and scale of the development of the site".</p> <p>(g) In order for Draft LPS 12 to allow for appropriate residential development in the 'Tourism' zone, the 'Dwelling' land use be a 'D' use within the 'Tourism' zone.</p>	<p>(f) Noted. It is agreed that further work is required to address this matter. See Modifications No 3</p> <p>(g) Agreed. However, in accordance with the recommendations of the City's Local Tourism Strategy, further guidance is recommended to be provided within Schedule 3 – Specific Site and Development Requirements to further guide Council's discretion.</p>	
	<p><u>Lot 2002 (Site 2)</u></p> <p>(h) Site 2 is included within the 'Special Use 2' zone which includes a number of land uses as 'permissible'. Draft LPS 12 does not however, assign any specific land use permissibility to the land uses. It is requested that land use permissibility should be applied to each of the land uses, consistent with the language used in the zoning table, to reduce any ambiguity.</p>	<p>(h) Disagree. In accordance with the recommendations of the City's Local Tourism Strategy, it is recommended a local structure plan be prepared to determine the form and scale of development appropriate on the site. Modifications to Table 6 – Special Use are recommended to clarify this requirement.</p>	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	(i) The 'Dwelling' land use should be a 'P' use consistent with the 'Urban Neighbourhood' designation in the Local Planning Strategy. (j) Request a minimum density coding of R40 be applied to the Special Use 2 zone for residential development, consistent with the application of density codes identified in other Special use zones.	(i) Disagree. Whilst residential development may be appropriate on the site, this should be determined through the development of a local structure plan. (j) See (i) above.	
5. Planning Solutions Representing: Aegis Aged Care, Lot 621 Catalina Drive, Lakelands.	(a) The Draft Strategy should be modified to include an analysis of existing and future projected demographic profiles for aged persons within the municipality, and identify incentives to facilitate the increased provision of residential aged care throughout the municipality. (b) The Draft Strategy should specifically identify the subject site as a suitable site for residential aged care. (c) The zoning of the subject site as 'Residential' under LPS12, and the	(a) Disagree. Whilst a detailed analysis of projected demographic profiles for aged person is not specifically addressed, the LPS does recognise the need for a variety of housing choices to support a range of demographic profiles. (b) Disagree. The Strategy recognises a variety of housing choices and built form outcomes are required to support a range of demographic profiles based on household size, age profiles and socio-economic circumstances. (Action 12). LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones. There is no need to specifically identify individual lots. (c) Noted	6. <i>Increase density code applied to Lot 621 Catalina Drive, Lakelands from R20 to R30.</i> 7. <i>Definition of 'Nursing Home' to be removed from Scheme 12;</i> 8. <i>Definition of 'Aged Care' to be amended to 'Residential Aged as outlined in the WAPC's draft Position Statement: Residential Aged Care</i> 9. <i>Amend Schedule 2, Parking requirements to include:</i> <i>Residential Aged Care - 1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	identification of 'Aged Care' as a permitted ('P') use in the Residential zone, is supported.		
	(d) The density code of the subject site should be changed from R20 to R30 on the LPS12 Map to reflect the types of built form outcomes expected for a residential aged care facility.	(d) Agree. Recommend change in residential R-code from R20-R30.	
	(e) The Draft LPS12 includes two definitions for the same land use ('aged care' and 'nursing home'), and the superfluous definition ('nursing home') should be deleted. The definition for 'aged care' should be modified to reflect the definition for 'residential aged care facility' as set out in the Western Australian Planning Commission's draft <i>Position Statement: Residential Aged Care</i> .	(e) Agree. Nursing Home land use and definition to be deleted. Aged care to be modified in accordance with Model Scheme Text provisions.	
	(f) The car parking rate for 'aged care' under Draft LPS12 ('as per the R-Codes') should be deleted as the R-Codes does not apply a car parking rate for a residential aged care facility. If it is intended to set a replacement rate, the new rate should be low as an incentive to encourage the development of residential aged care facilities.	(f) Agree. Car parking rate to be amended to 1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.	
6. Planning Solutions Representing:	(a) The Draft Strategy should be modified to include an analysis of existing and future projected demographic profiles for aged persons within the municipality, and identify incentives to	(a) Disagree. Whilst a detailed analysis of projected demographic profiles for aged person is not specifically addressed, the LPS does recognise the need for a variety of housing choices	7. <i>Definition of 'Nursing Home' to be removed from Scheme 12;</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
<p>Uniting Church Homes (Juniper)</p> <p>Lots 9, 10 & 66 Pinjarra Road, Lots 9,10 & 533 Anstruther Road, Lots 11, 12&13 Davey Street and Lot 540 Randell Street, Mandurah.</p>	<p>facilitate the increased provision of residential aged care throughout the municipality.</p> <p>(b) The Draft Strategy should specifically identify the subject site as a suitable site for residential aged care.</p> <p>(c) The LPS12 objective of the 'Centre (C1 – Strategic Centre)' zone should be modified to make specific reference to accommodation and care services for aged persons, with the following wording recommended: <i>A centre that provides a range of services and uses to cater for both the local and regional community; provides a broad range of employment opportunities to encourage diversity and self-sufficiency; and provides residential opportunities, including high density housing, accommodation and care for aged persons, and tourism accommodation that supports the role of the strategic centre.</i></p> <p>(d) The Draft LPS12 includes two definitions for the same land use ('aged care' and</p>	<p>to support a range of demographic profiles.</p> <p>(b) Disagree. The Strategy recognises a variety of housing choices and built form outcomes are required to support a range of demographic profiles based on household size, age profiles and socio-economic circumstances. (Action 12). LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones. There is no need to specifically identify individual lots.</p> <p>(c) Disagree. LPS 12 allows for aged persons dwellings in all zones with the exception of the Service Commercial, Industrial and Rural zones.</p> <p>(d) Agree. Nursing Home land use and definition to be deleted. Aged care</p>	<p>8. <i>Definition of 'Aged Care' to be amended to 'Residential Aged as outlined in the WAPC's draft Position Statement: Residential Aged Care</i></p> <p>9. <i>Amend Schedule 2, Parking requirements to include:</i></p> <p><i>Residential Aged Care - 1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.</i></p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>'nursing home'), and the superfluous definition ('nursing home') should be deleted. The definition for 'aged care' should be modified to reflect the definition for 'residential aged care facility' as set out in the Western Australian Planning Commission's draft <i>Position Statement: Residential Aged Care</i> (PS:RAC).</p>	<p>definition to be modified in accordance with Model Scheme Text provisions.</p>	
	<p>(e) The car parking rate for 'aged care' under Draft LPS12 ('as per the R-Codes') should be deleted as the R-Codes does not apply a car parking rate for a residential aged care facility. If it is intended to set a replacement rate, the new rate should be low as an incentive to encourage the development of residential aged care facilities.</p>	<p>(e) Agree. Car parking rate to be amended to 1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by Council following the submission of a traffic management report.</p>	
<p>7. Planning Solutions Representing: Large Format Retail Association (LFRA)</p>	<p>(a) The LFRA is Australia's peak body representing the interests of its membership base, being large format retails, investors, owners, developers and service suppliers.</p>	<p>(a) Noted.</p>	<p>10. <i>Modify definition of 'Bulky Goods Showroom' to accord with definition provided within the Model Scheme Provisions.</i></p>
	<p>(b) The LFRA supports the approach within the Strategy of identifying key existing and emerging Large Format Retail and business service precincts, and proposing zoning arrangements accordingly.</p>	<p>(b) Noted.</p>	
	<p>(c) The LFRA encourages the City to further consider the provision of 'Shop Retail' floorspace in service/business areas, and provide opportunities for significant</p>	<p>(c) Noted. It is recommended that the Strategy recommend that a Precinct Plan be undertaken for the identified</p>	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	workforce (and customer) populations to conveniently access a limited amount of 'Shop Retail' floorspace in service/business areas.	'Mixed Business' precinct to review these opportunities.	
	(d) The LFRA supports the vision for the Gordon Road precinct, and the provision of additional showroom/service commercial activities in a location that is well suited to serve a regional customer base and support the Nambeelup Industrial Area.	(d) Noted.	
	(e) The LFRA recommends the City undertake and/or publish demand analysis, as part of the draft 'Strategy' and 'LPS12' development process, in order to ensure that there is a sufficient supply of existing and potential future zoned land to support demand for Large Format Retail activities.	(e) Demand analysis undertaken and published within the City of Mandurah's Activity Centre Strategy adopted by Council in 2013.	
	(f) The LFRA respectfully recommends that the City amend the draft LPS12 ' <i>Bulky Goods Showroom</i> ' land use definition to reflect (without variation) the model definition as contained within ' <i>Schedule 1</i> ' of the ' <i>Local Planning Scheme Regulations</i> '.	(f) Agree. Definition to be amended.	
	(g) ' <i>Clause 4.1.3</i> ' of draft ' <i>LPS12</i> ' establishes a minimum 300m ² (net lettable area) floorspace requirement for tenancies within the ' <i>Service Commercial</i> ' and ' <i>Light Industry</i> ' zones. Furthermore, ' <i>Schedule 1</i> ' of draft ' <i>LPS12</i> ' also requires a minimum lot size	(g) Disagree. Retail uses and tenancies less than 300m ² can be more appropriately located in identified activity centres.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>of 2,000m² within the 'Service Commercial' and 'Light Industry' zones (as well as the 'Neighbourhood' and 'Local Centre' zones). The LFRA does not support minimum or maximum floorspace or lot area requirements of any kind for Large Format Retail premises. The removal of such requirements encourages owners and developers to be more creative and innovative in the dissection of floorspace, which in turn creates a more interesting and competitive retail offering. This should be encouraged by the City of Mandurah and the WA Planning Commission. The LFRA respectfully requests the removal of all draft 'LPS12' minimum tenancy floorspace and lot area requirements from the 'Service Commercial' and 'Light Industry' zones.</p>		
<p>8. Western Corporate on behalf of owners of Lot 107 Wattle Glen Avenue, Erskine</p>	<p>(a) Request consideration for rezoning of Lot 107 Wattle Glen Avenue from 'Service Commercial' to 'Residential R40' under Local Planning Scheme No. 12.</p> <p>(b) The subject land is 3000m² in area, is currently vacant and contains remnant bushland. The land is contained within the Galbraith Loop Business Precinct with development guided by the City's Local Planning Policy No. 9. The</p>	<p>(a) Whilst the rezoning of Lot 107 Wattle Glen Avenue has merit, it is recommended that the proposal be dealt with as a separate amendment to enable the need for separation buffers from the adjacent service commercial land and potential land use conflicts to be fully explored.</p> <p>(b) Noted.</p>	<p>Nil</p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>adjoining Lot 121 Wattle Glen Avenue shares the same 'Service Commercial' zoning, while the surrounding residential development is a mix of 'Tourist' and 'Residential R40' zoning.</p>		
	<p>(c) Majority of Galbraith Loop Business Precinct was subdivided in 1996, with Lot 107 and adjoining Lot 121 added to the precinct through Amendment No. 108 to TPS No. 3 in 2010.</p>	(c) Noted.	
	<p>(d) In the 10 years since the gazettal of Amendment No. 108, the landowner of Lot 107 has been unable to facilitate viable commercial development of the land due to;</p> <ul style="list-style-type: none"> • The wide availability of existing commercial or industrial land; • Lack of demand for permissible land uses; • Difficulty in providing safe and convenient commercial access • Limited physical association of the land with the rest of the Business Precinct. 	(d) Noted.	
	<p>(e) The retention of the service commercial zone over the adjacent Lot 121 is not considered at odds with requested 'Residential' zoning as Lot 121 is at a busy intersection of Wattle Glen Avenue and Old Coast Road and as a result has considerably greater traffic exposure.</p>	(e) Noted.	
	<p>(f) Rezoning to Residential would allow for development of land in a manner and</p>	(f) Noted. See comment (a) above.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	scale consistent with established homes in Binnar Court. An indicative concept plan has been provided for the site.		
9. Fletcher Law Representing Proprietor No 35 and 37 Galbraith Loop, Erskine	<p>(a) Object to the proposed change in zoning of the subject properties from 'Industry' to 'Service Commercial'.</p> <p>(b) Whilst it is acknowledged that the proprietor will be able to continue its operations pursuant to the non-conforming use provisions under Draft LPS 12, the proposed change in zoning nevertheless impacts upon our client's property rights by restricting the changes to the non-conforming uses that our client may undertake in the absence of obtaining development approval, including future business expansion and / or development which our client may wish to engage in on either or both properties.</p> <p>(c) The proposed change in zoning is, in effect, a downzoning of the Property, as industrial uses previously permitted will now not be permitted without development approval, and this may detrimentally affect the value of the Property.</p> <p>(d) Urge an amendment be made to Draft LPS 12 which designates all of the "Industrial Uses" in a "Service Commercial" zone to "P", being a use that is permitted if it complies with all relevant development standards or</p>	<p>(a) Noted.</p> <p>(b) Disagree. No uses which are permitted within the 'Light Industry' zone are prohibited within the 'Service Commercial' zone. Rather the change in land use permissibility enables an assessment of a proposal to ensure impacts are minimised on surrounding residential areas.</p> <p>(c) Disagree. See point (b) above.</p> <p>(d) Disagree.</p>	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>requirements of the Scheme, in place of "D", being a use which is not permitted in the absence of a development approval granted by the local government.</p>		
<p>10. C Angelkov Lot 7 Dunkeld Drive, Herron</p>	<p>(a) On behalf of the owners of Lot 7/225 Dunkeld Drive Herron, I would like to express our vehement opposition to the proposed change in the zoning of our property from Rural Residential to Rural Smallholding which will increase the minimum lot size applicable from 5 hectares to 10 hectares.</p> <p>(b) Nearly all of the adjacent land has been subdivided into lots of 2 to 3 hectares without any significant environmental impact and this proposed change severely penalises us as owners and reduces the value of the land to an almost worthless position whilst we are continually paying onerous land tax, council rates, firebreak expenses and weed control expenses.</p> <p>(c) If the City of Mandurah believes this land is of environmental significance it is incumbent on the City to explore the possibility of the City, the State and Federal Government contributing towards the purchase of the property at its current market value, not the</p>	<p>(a) Noted. The zoning proposed under LPS 12 is consistent with the zones previously proposed under the Southern Rural Structure Plan. The majority of Lot 7 Dunkeld Road has been identified as having an extreme bushfire risk rating and contains high quality bushland. Due to these factors, the 'Rural Smallholdings' land use is considered appropriate for the majority of the site.</p> <p>(b) Whilst adjacent land has been subdivided into smaller parcels in the past, changing regulations and knowledge with respect to bush fire management and environmental significance must now be considered.</p> <p>(c) Noted. The City is acting on advice of State Agencies (see Submission 20(k)).</p>	<p>Nil</p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	decreased value that your proposed change would bring.		
	(d) We demand that our land not be rezoned as the current Rural Residential zoning is appropriate and no change is necessary.	(d) Disagree. The majority of Lot 7 Dunkeld Road has been identified as having an extreme bushfire risk rating and contains high quality bushland. Due to these factors, the 'Rural Smallholdings' land use is considered appropriate for the majority of the site.	
11. P&R Punch 66 & 68 Boundary Road, Mandurah	(a) Request Scheme 12 be amended to rezone the area of central Mandurah bounded by Adana Street (northern boundary), Anstruther Road (western boundary), Boundary Road (southern boundary) and the old cemetery on the eastern boundary (Cygni Area) from R12.5/R25 to R40 for the following reasons: <ul style="list-style-type: none"> • To accommodate population growth, there are approximately 40 lots that would be suitable for multiple dwellings increasing the number of residences in this locale. • The majority of blocks are 1000m² with sufficient area of multiple dwellings. This is consistent with those lots in the immediate vicinity which are zoned R40 (west of Anstruther Road and north of Boundary road). • Many of the houses in the Cygni area are old and run down. 	(a) Agreed. The Cygni Street area is a discrete area that is suitable given its location and age of housing stock for infill development. Ultimately it is envisaged this area will form part of the Central Mandurah Activity Centre. In the interim, an increased density of R40 is proposed.	<i>11. Amend the density code applied to the Cygni Road area (bounded by Adana Street to the north, Anstruther Road to the west, Boundary Road to the south and the old cemetery to the east) from R25 to R40.</i>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<ul style="list-style-type: none"> • The Cygni area is within easy walking distances or a very short drive of major services and facilities. • An increase in density would meet the long term goal of the WA State government to encourage infill development and limit the creation of new subdivisions. 		
12. Rowe Group Representing Owners: Lot 90 Leisure Way, Halls Head	(a) Supports the Residential R30 zoning of the property which is generally consistent with the current zoning. (b) Generally supportive of the proposed 'Specific Site and Developments' that apply to the subject site.	(a) Noted. (b) Noted.	Nil
13. IMG town planning on Representing Owners: Lot 261(41) Wanjeep Street, Coodanup	(a) Subject site is 2065m ² and is currently zoned Residential R12.5. It currently consists of 2 single dwellings and 2 ancillary accommodations. (b) Support the proposal to rezone the area to Residential R20 as: <ul style="list-style-type: none"> • Currently the subject site is in isolation zoned R12.5 and the only other immediately abutting property is William and Mary Beecham reserve; • The properties across the road on Beach Street are zoned R15 but the lot sizes are smaller and do not allow for further development; 	(a) Noted. (b) Noted.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<ul style="list-style-type: none"> • The properties across the Road from Wanjeep Street are zoned R20-R30 as per the ODP; • The rezoning will not result in further development of the site; • The location of the site abutting a public open space and high frequency bus stop supports R20 density code. 		
<p>14. Element</p> <p>Representing: Peel Rise Pty Ltd</p> <p>Lot 9001 and 9003 Placid Waters Parade, Coodanup</p>	<p>(a) Lot 9001 and 9003 collectively total 26.0695ha and represent the remaining undeveloped landholdings of Placid Waters estate.</p> <p>(b) The draft Strategy identifies Lot 9001 as Suburban (Future) and Lot 9003 as Urban Neighbourhood/Suburban (Future)/Conservation.</p> <p>It is noted that land identified as 'Suburban (Future)' is envisaged to be primarily residential, with residential densities between R25 and R60, and building heights between 1 and 3 storeys. Areas identified as 'Urban Neighbourhood' are envisaged to be developed as mixed use precincts (subject to structure planning), with residential densities up to R100, and building heights up to 5 storeys. The Draft Scheme proposes a zoning of 'Residential' for Lot 9001 with density codes of R20 and R25 (consistent with TPS3) and a zoning of Urban Development for Lot 9003, with portions</p>	<p>(a) Noted.</p> <p>(b) Noted.</p>	<p>12. <i>The boundary of the R25 residential cell applied to Lot 9001 Placid Waters Parade, Coodanup to be modified in accordance with the current subdivision approval.</i></p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>subject to Special Control Area 1 – Flood Hazard areas.</p> <p>(c) Lot 9001 is subject to a WAPC subdivision approval. There is a minor anomaly with respect to the boundary of the southern R25 cell depicted on Plan 12 of the draft scheme and the approved subdivision. Accordingly, it is suggested the boundary of the R25 cell be modified to correctly reflect the lot configuration as approved.</p> <p>(d) Lot 9003 is uniquely located adjacent to the Serpentine River and Peel Estuary. Its location together with its environmental attributes provide opportunities to recreate a residential neighbourhood and built form typology with a unique sense of place and identity requiring a site responsive approach. The proposed identification and zoning of the site under the Scheme and Strategy is therefore supported.</p>	<p>(c) Agreed. Maps to be modified accordingly.</p> <p>(d) Noted</p>	
15. Peel Preservation Group	<p>(a) Previous submissions on the Australia’s Biodiversity Strategy and the State’s Native Vegetation in Western Australia paper have been provided in the hope that the issues raised about protecting the important environment and biodiversity in Mandurah will be taken into consideration.</p> <p>(b) These issues include;</p>	<p>(a) Noted. The Local Planning Strategy has identified actions relating to climate change and biodiversity conservation arising from the City’s Local Biodiversity Strategy 2013. Protection of the City’s natural environment remains a priority of both the Local Planning Strategy and Council’s Strategic Community Plan.</p>	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<ul style="list-style-type: none"> • A lack of terms such as “unprecedented loss of biodiversity”, requiring an “urgent response” to avert a biodiversity “catastrophe”. • No reference to the emerging threat of climate change and population policy which both have the potential to impact on ability to protect and maintain biodiversity. Urban sprawl has had a significant impact on biodiversity with the destruction of bushland and wetlands. • The role of volunteer community groups is vital to any comprehensive biodiversity strategy. • Within the Mandurah region, an enormous loss of bushland, coastal scrublands and wetlands has occurred to make way for urban development. Hence special consideration needs to be given to any remaining native vegetation. Short of a moratorium on any future clearing of bushland or felling of roadside trees, a policy that ensures offsets requiring planting with indigenous species is needed. • Eco-tourism provides a win-win in terms of employment and environmental sustainability. However, we need to protect our local vegetation and require a huge education and promotional component. 		

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
16. Department of Water and Environmental Regulation	<p>(a) New and infill developments should be integrating total water cycle management and water sensitive urban design principles into the relevant stages of the planning process. Suggest incorporation of objectives and approaches outlined in SPP2.9 Water Resources and Better Urban Water Management.</p> <p>(b) Tuart woodlands and forests of the Swan Coastal Plain are a nationally significant ecological community and was listed as critically endangered under the Environment Protection and Biodiversity Conservation Act 1999 in July 2019. Activities that clear or damage the ecological community will require approval from the Minister for the Environment. Further guidance can be found at Tuart Woodlands and Forests of the Swan Coastal Plain: A National Significant Ecological Community. Reference should be made of the nationally significant ecological community as well as requirements and obligations under EPBC Act.</p> <p>(c) Banksia woodlands of the Swan Coastal Plain is a threatened ecological community listed as endangered under the EPBC Act on 16 September 2016. Activities that clear or damage the ecological community will require approval from the Minister for the Environment. Further guidance can be found at Tuart Woodlands and Forests</p>	<p>(a) Agreed. At all stages of the planning process consideration of SPP 2.9 is required. It is not considered necessary to duplicate these objectives within the Local Planning Strategy.</p> <p>(b) Noted.</p> <p>(c) Plan 5 is the long-term strategy for the City of Mandurah. It does not indicate that due process is not required to occur or that this will be a certain outcome. Rather it allows for the landowner to initiate an amendment and go through the environmental approvals process to determine whether this land use is appropriate.</p>	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>of the Swan Coastal Plain: A National Significant Ecological Community (Commonwealth of Australia, 2019). Local Planning Strategy Plan 5 (Rural) shows Lot 101 and a large portion of Lot 21 Southern Estuary Road, Herron as Rural Smallholdings. This is inconsistent with the EPA's advice and recommendations given when the EPA decided to not assess the draft scheme in June 2019, and with the EPA's decision that Amendment 137 is a scheme incapable of being made environmentally acceptable.</p>		
	<p>(d) DWER has recently released Waterwise Perth Action Plan. The Strategy should take into account the actions that sets the direction for transitioning to a waterwise city and ensure the Strategy aligns with the objectives of the Plan. In addition to using water sustainably, this can include (but not limited to) landscaping in POS and streetscapes designed to reduce irrigation requirements, stormwater drainage integrated into urban environments, alternative water sources for irrigation, green spaces to reduce urban heat island effect, converting drains into living streams, etc.</p>	<p>(d) Noted and Agree with this approach, but is beyond the scope of the Local Planning Scheme.</p>	
	<p>(e) Please note the Environmental Protection (Swan Coastal Plain Lakes) Policy no longer exists. An appropriate reference to relevant environmental policy is Environmental Protection Peel Inlet - Harvey Estuary Policy 1992, as well as</p>	<p>(e) Noted. References in the Planning Strategy to be Updated Accordingly.</p>	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	State Planning Policy 2.1 – Peel Coastal Plain Catchment. The aforementioned policies identify the requirement land planning decisions to ensure impacts to water quality and the overall health of the Peel-Harvey Estuary are appropriately considered and managed.		
	(f) Embed reference to the suggested State policies, and the intent of land planning decisions to ensure the protection of the Peel-Harvey Estuary System	(f) The Strategy references these policies and SPP2.1 is included as a State Planning Policy that is to be read as part of the Scheme.	
	(g) The Strategy and Scheme should reference and achieve the objectives and requirements of the Government Sewerage Policy. Reference the Policy to ensure new subdivisions and development aligns with the requirements of the policy including the requirement to connect to reticulated sewerage.	(g) All WAPC approved policies are to be given due regard in planning decision making under the provisions of the Scheme.	
	(h) Section 4.15.3 - Under the Rights in Water and Irrigation Act 1914, any groundwater abstraction in a proclaimed area for purposes other than domestic/and or stock watering taken from the superficial aquifer is subject to licensing by DWER.	(h) Noted.	
	(i) Section 6.1 - term given to 'wetland' refers to wetlands of the Peel-Harvey Estuary as well as those identified in the Environmental Protection (Swan Coastal Plain Lakes) Policy 1992.)	(i) Noted and Agree	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>Notwithstanding this policy is no longer current, the City should also recognise Ramsar wetland sites and wetlands mapped as Conservation Category (CCW) and Resource Enhancement (REW) wetlands as detailed in the Geomorphic Wetlands Swan Coastal Plain dataset.</p>		
<p>17. Department of Fire and Emergency Services</p>	<p>(a) DFES notes Plan 5 of the Strategy identifies several areas associated with future growth within the City.</p> <p>However, it is unclear if an assessment of the bushfire risk has been undertaken for all areas of future growth within bushfire prone areas. - DFES notes the provision of a 2013 BHL assessment undertake for the Southern Rural Precinct (refer to Plan 3). It is not clear on the methodology used in determining the BHL assessment.</p> <p>(b) Where the Strategy aims to identify suitable land for land use intensification within designated bushfire prone areas, it is important an assessment of the bushfire hazard issues is undertaken that informs the suitability of areas (if any) for urban expansion and/or land use intensification. The minimum requirement to satisfy SPP3.7 is the preparation of a Bushfire Hazard Level (BHL) assessment and an assessment against the bushfire protection criteria</p>	<p>(a) City officers met with officers from DFES in December 2017 regarding areas of potential intensification of landuse within bushfire prone areas. The strategy notes that any further land use intensification in areas of extreme bushfire hazard will not be supported, unless it can be demonstrated through the provision of a BAL contour map and bushfire management plan that the bushfire hazard level can be reduced. LPS12 does not propose any intensification of land use in Mandurah beyond existing zoning.</p> <p>(b) As no changes to zoning are proposed within LPS12 that will increase the development potential of land within bushfire prone areas, a bushfire hazard level assessment was deemed not be required. This was confirmed by DFES in February 2018.</p>	<p>Nil</p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	requirements contained within the Guidelines.		
	(c) At this strategic level, it is acknowledged that bushfire management is likely to be only one consideration of the decision maker in determining the suitability of the land for proposed intensification. However, this emphasises the need for an understanding of what the bushfire risks are, so an informed decision can be made as to the suitability of areas for expansion or intensification of land use. Deferring consideration of the bushfire risk to subsequent planning stages may serve to exacerbate the situation through increased expectations from landowners regarding land use change, should the areas identified be unable to achieve compliance with the bushfire protection criteria in the Guidelines.	(c) Agreed. A Bushfire Hazard Level Assessment was undertaken for the Southern Rural Precinct and is included within Plan 3 of the Local Planning Strategy. No change in zoning has been proposed under LPS12 and the Local Planning Strategy states that further land use intensification in areas of extreme bushfire hazard will not be supported, unless it can be demonstrated through the provision of a BAL contour map and bushfire management plan that the bushfire hazard level can be reduced.	
	(d) A BHL assessment should be prepared for all areas identified for land use intensification which are designated as bushfire prone within the Strategy, including those areas that have not been previously tested by SPP 3.7 and are yet to be zoned or developed.	(d) Agreed. No changes in zoning have been proposed in LPS 12 that will allow for land use intensification in bushfire prone areas.	
	(e) Although not specified in SPP 3.7 or the supporting Guidelines, the City should also consider the following: <ul style="list-style-type: none"> • a BHL assessment for those areas identified in the current Strategy or zoned in the current Scheme, but 	(e) Noted. While a bushfire hazard level assessment for existing zoned land which may allow for land use intensification would be beneficial, it is outside of the scope of the local planning strategy and scheme.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>not yet developed. A BHL assessment will identify those areas that cannot comply with SPP 3.7; or alternatively identify measures to ensure future compliance, such as an improved road network; and</p> <ul style="list-style-type: none"> identification of measures to improve the resilience of those areas that are developed within or adjoining areas with an extreme bushfire hazard; this could be improved vehicular access and egress; increased hazard separation; improved water infrastructure; implementation of fire management strategies and vegetation management. 	<p>The Local Planning Strategy does highlight key issues in these locations to be addressed by proponents through bushfire management plans.</p>	
	<p>(f) It is critical at this level of the planning to connect the spatial understanding of the bushfire threat with strategic decisions about intensification of land use to reduce the vulnerability of people, property and infrastructure to the threat of bushfire. An understanding of the bushfire hazard provides for the identification of opportunities and constraints for the areas proposed for land use intensification. These areas can then be evaluated against each other, as well as each element of the bushfire protection criteria, to highlight the locations where it is unlikely compliance with the criteria can be achieved.</p>	<p>(f) Noted. The Local Planning Strategy provides an overview of the key opportunities and constraints for areas within bushfire prone areas.</p> <p>No changes are proposed to zoning within LPS12 which will result in further land use intensification within bushfire prone areas</p>	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
18. Atco Gas	(a) ATCO has no objection to the proposed Draft Local Planning Scheme No. 12 and the draft Local Planning Strategy. Based on the information and plans provided, ATCO has identified that <ul style="list-style-type: none"> • A portion of the City of Mandurah falls within the WAPC Draft DC4.3 Trigger Distance for ATCO Infrastructure. Any development within this Trigger Distance of a High-Pressure Gas Pipeline requires further consultation with ATCO prior to preliminary designs being finalised. The principles of DC4.3 need to be applied to the ATCO Steel High Pressure Gas Main network. • ATCO identifies that the any proposed future development may require additional safety measures to be considered, identified and in place for the high-pressure gas pipeline risk mitigation. • Any proposed change to an existing permissible use of land within the "Trigger Distance" from the ATCO High Pressure gas mains that becomes considered "a sensitive" landuse such as primary schools, day care centres, hospitals or aged care facilities will require additional investigation and risk mitigation will be required to be <i>installed and costs recovered by the proponent that changes the existing landuse.</i> 	(a) Noted.	Nil

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
19. Department of Local Government Sport and Cultural Industries	(a) Appreciates and acknowledges the City's request for comment, but has no submission to make in this instance.	(a) Noted	Nil
20. Department of Biodiversity, Conservation and Attractions	<p>(a) The department supports the commitments in the draft Local Planning Strategy requiring any proposal affecting Lot 10 Old Pinjarra Road, and the Panorama Development site will be referred to the EPA under Section 38 of the EPAAct 1986.</p> <p>Lot 10 Old Pinjarra Road is mostly comprised of Conservation Category wetland. The Panorama Development site at Lot 2 Old Coast Road and Lots 20 and 21 Estuary Road supports habitat for threatened species of fauna including the Critically Endangered Western Ringtail Possum, the Commonwealth listed Threatened Ecological Communities Banksia woodlands of the Swan Coastal Plain and Tuart Woodlands and Forests of the Swan Coastal Plain, and provides a significant ecological link between the estuary, Yalgorup National Park and the ocean. Preferably this linkage would be retained in its entirety.</p> <p>(b) It is noted that the Local Planning Strategy states that measures for managing bushfire risk as part of any further development should not be dependent on measures outside the identified development area, and that the City will not support the clearing of</p>	(a) Noted.	<p>Nil.</p> <p><i>Further consideration be given to a potential rezoning of Lot 1 Old Coast Road from Rural Residential to 'Rural Smallholdings' or 'Rural' to be included in the Local Planning Strategy.</i></p>

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>vegetation on City managed land to reduce bushfire attack levels (unless mitigation actions have been recognised by the City as part of its long-term fire management plan).</p>		
	<p>The department also advises that any bushfire protection measures required for development adjoining conservation reserves managed by the department, conservation and resource enhancement wetlands and their buffers, threatened ecological communities, and populations of threatened species, should be accommodated within the development land and not place reliance or impositions on the management of the conservation areas.</p>		
	(c) The department supports Actions 24, 25, 26 and 27 of the Local Planning Strategy.	(c) Noted.	
	(d) The stocking rate provisions for animals within LPS 12 are noted and supported.	(d) Noted.	
	(e) It is noted that Lot 9015 Mulga Drive Parkland is zoned rural residential. This lot is proposed Regional Open Space in the WAPC's Southern Metropolitan and Peel Sub-Regional Planning Framework and is owned by the City. The department recommends consideration be given to zoning the lot Regional Open Space, or if this is not possible, Environmental Conservation until the	(e) Lot 9015 is zoned 'Rural' under the Peel Region Scheme. The 'Rural Residential' zoning is consistent with the zoning under the Peel Region Scheme.	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	proposed Regional Open Space zoning is resolved.		
	(f) It is the department's understanding that Lot 9006 Wanjeep Road Coodanup has been identified in the Frasers Landing Outline Development Plan as a core Conservation area. It is recommended consideration be given to zoning this area Environmental Conservation.	(f) The subject land is zoned 'Urban Development' and the Frasers Landing Outline Development Plan identifies a core conservation area. All development must be in accordance with the ODP, and once subdivision has occurred the zoning of this land can be normalised. Reserving the Core Conservation Area prior to development may trigger compensation measures under the <i>Planning and Development Act 2005</i> .	
	(g) As previously discussed, it is noted that Lot 2 Old Coast Road and Lots 20 and 21 Estuary Road have been identified as requiring a future environmental assessment and that the site will remain in the urban development zone. The site has significant biodiversity values and would ideally be protected.	(g) Noted.	
	(h) It is noted that Lot 1 Old Coast Road, which is located between Lot 2 and Yalgorup National Park is zoned rural residential. Ideally this lot would be zoned rural to retain the consolidated remnant of native vegetation within a single lot.	(h) It is agreed that Lot 1 Old Coast Road would ideally be retained in one consolidated remnant of native vegetation, however in order to avoid delays in the processing of the scheme, it is recommended that further consideration of the most appropriate zoning of this lot be dealt with through a separate amendment to LPS 12.	
	(i) The application of the Rural Small Holding zone to limit future subdivision	(i) The Rural Residential zoning was applied to Lot 1 Southern Estuary	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	of lots adjoining Lake Clifton and the Peel Harvey estuary is noted and supported. It is recommended that consideration be given to zoning Lot 1 Southern Estuary Road Herron as Rural Small Holding instead of Rural Residential, consistent with the other lots adjoining the Peel Harvey estuary.,	Road in lieu of the Rural Smallholding zone based on the history of the site. A direction was given by the Minister for Planning pursuant to section 76 of the <i>Planning and Development Act 2005</i> , to initiate Amendment 110 to TPS 3 to rezone the site from 'Rural' to 'Rural Residential' to facilitate the subdivision of the lot into two lots. Amendment No. 110 was granted final approval by the Minister in May 2015. The WAPC also required the City's adopted draft LPS12 to be modified	
	(j) The zoning of Lots 721, and Lot 5 Old Coast Road Herron and Lots 21, 101 and 1496 Southern Estuary Road Herron as Rural will assist in reducing the risk to the consolidated areas of native vegetation found on these lots from future subdivision and development.	(j) Noted.	
	(k) It is recommended that Lot 7 Dunkeld Drive Herron also be zoned rural to protect the environmental values of this lot from further subdivision. Retaining Lot 7 in the rural zone would be consistent with the recommendations of the Environmental Protection Authority's (EPA's) Section 16 Strategic Advice of the Dawesville to Binningup Area, be beneficial for the protection of Lake Clifton and the Critically Endangered Thrombolite Community, and would provide protection for locally significant	(k) Noted. Under TPS3 the majority of Lot 7 Dunkeld Drive was zoned 'Rural Residential'. Under LPS 12 the majority of the site has been rezoned 'Rural Smallholding' in order to reduce the subdivision potential of the land to reflect the bushfire hazard and environmental significance of the site. Subdivision of the site will still require management of bushfire risk and vegetation and whilst it is noted that subdivision of the site will have impacts on the remnant vegetation, the	

Owner / Address	Submission (Summarised comments)	City Officer Comment	Scheme 12 Modifications Recommended
	<p>vegetation identified under the City's Biodiversity Strategy.</p> <p>The 2010 EPA Strategic Advice outlined that subdivision and development near the Yalgorup lakes is highly likely to impact the ecological character and integrity of the lake ecosystems, and that the EPA considers the risk of impacts occurring from additional residential and agricultural development in the lake's catchment can have serious adverse consequences.</p>	<p>increased lot size is considered to be an improved outcome on what could previously been permitted on the site.</p>	
	<p>(l) Lot 2275, 2240, 2657, 4185, 2657 and 3045 Clifton have been acquired by the department and incorporated into Yalgorup National Park. It is recommended that this area be zoned as Regional Open Space rather than Rural, consistent with the WAPC's Sub-regional Planning Framework.</p>	<p>(l) Noted. The subject lots are zoned 'Rural' under the Peel Region Scheme and zoning under LPS12 is required to be consistent with the zoning under the PRS. A request to amend this zoning under the PRS should be considered by the State Government.</p>	



City of Mandurah
Local Planning Scheme No 12

Schedule of Modifications Following Advertising

May 2020

1. Scheme Text Modifications

No	Subject	Overview of Modification
1.	Clause 1.4 Aims of the Scheme	<p>Update Clause 1.9 to reflect Council’s <i>Strategic Community Plan 2020 – 2040</i> as follows:</p> <p><i>“The aim of the Scheme is to provide the land use planning framework necessary to achieve the Place Aspiration, Place Vision and deliver the objectives of the Key Focus Areas for Mandurah as stated in Council’s Strategic Community Plan 2020 – 2040:</i></p> <p><i>Place Aspiration:</i> <i>Woven by waterways, a city with a village heart;</i></p> <p><i>Place Vision:</i> <i>We are built in nature - a meeting place surrounded by unique waterways, where the wellbeing of our people and our environment are nurtured; where business in the community can thrive and entrepreneurship is celebrated.</i> <i>We will be the place where a thriving regional city and the heart of a village meet. This is our Mandjoogoordap.</i></p> <p><i>Key Focus Areas:</i> <i>Economic: Growing our economy;</i> <i>Social: Creating a better community;</i> <i>Health: Creating a healthy community;</i> <i>Environment: Nature has a voice at the table in all decisions</i> <i>Underpinned by Organisational Excellence: City of Mandurah being a high performing organisation.”</i></p>
2.	Naming of Zones	<ul style="list-style-type: none"> • Centre Zones: Remove C1, C2, C3 and C4 from the naming of the Centre zones as outlined in the Department for Planning’s Post Implementation Review of Planning and Development (Local Planning Schemes) Regulations 2015 dated 5 June 2016 (‘2016 Review Document’); Update references to Zones in Table 3, other references and Scheme Maps accordingly. • Private Clubs, Institutions and Place of Public Worship: Rename to ‘Private Community Uses’ as outlined in 2016 Review Document;

No	Subject	Overview of Modification															
3.	Zoning Tables	<ul style="list-style-type: none"> • Modify 'Aged Care' to 'Residential Aged Care'; • Include 'Reception Centre' as an 'A' use in the Rural Residential, Rural Smallholdings and Rural zone; • Separate 'Dwelling' Use and include Grouped and Multiple Dwellings as X uses in the Rural Residential, Rural Smallholdings and Rural zones; • Add 'Retirement Village' as a new use under the 'Residential Uses' and show as 'D' use in the Centre Zones, 'P' use in the Mixed Use and Residential Zones and 'X' is all other zones. 															
4.	State Planning Policies	<p>Include the following State Planning Policies to be Read as Part of the Scheme:</p> <ul style="list-style-type: none"> • State Planning Policy 2.5 – Rural Planning; • State Planning Policy 7.0 – Design of the Built Environment; 															
5.	Tourism Sites and Provision for Residential Uses	<ul style="list-style-type: none"> • Add Single, Grouped and Multiple Dwellings be listed as a discretionary use ('D' use) within the Tourism zone: • Add the following provisions to Schedule 3 –Specific Site and Development Requirements: <table border="1"> <thead> <tr> <th>No</th> <th>Description of Land</th> <th>Requirement</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>Lot 507 Apollo Drive, Halls Head</td> <td>(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.</td> </tr> <tr> <td>7</td> <td>Lot 371 Country Club Drive, Dawesville</td> <td>100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.</td> </tr> <tr> <td>8</td> <td>Lot 9201 and 2001 Marina Quay Drive, Erskine</td> <td>100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.</td> </tr> <tr> <td>9</td> <td>Lot 10 Old Coast Road, Greenfields</td> <td>Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.</td> </tr> </tbody> </table>	No	Description of Land	Requirement	6	Lot 507 Apollo Drive, Halls Head	(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.	7	Lot 371 Country Club Drive, Dawesville	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.	8	Lot 9201 and 2001 Marina Quay Drive, Erskine	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.	9	Lot 10 Old Coast Road, Greenfields	Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.
No	Description of Land	Requirement															
6	Lot 507 Apollo Drive, Halls Head	(a) Development of up to 4 storeys may be permitted. (b) A minimum of 75% Tourism Uses and maximum of 25% Residential Uses to be provided.															
7	Lot 371 Country Club Drive, Dawesville	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.															
8	Lot 9201 and 2001 Marina Quay Drive, Erskine	100% Tourism Uses to be provided with no Residential Uses permitted unless otherwise approved by the local government.															
9	Lot 10 Old Coast Road, Greenfields	Any significant development proposal will require referral to the Environmental Protection Authority under s.38 of the Environmental Protection Act 1986.															

No	Subject	Overview of Modification
6.	Lot 2002 Marina Quay Drive, Erskine	<ul style="list-style-type: none"> Modify Special Use No 2 in Table 6 (Special Uses) by deleting parts (a), (b) and (c) and replacing with the following: <i>"Further development of the site shall be subject to a Structure Plan as per Part 4 of the Deemed Provisions, to determine the form, scale and degree of tourism development in this location."</i>
7.	Land Use Definitions	<ul style="list-style-type: none"> Update the following land use terms in Clause 6.2 to reflect the Model Provisions Definitions: Amusement Parlour, Bed & Breakfast, Bulky Goods Showroom, Caretakers Dwelling, Service Station, Tourist Development (rename from 'Tourism Development'); Remove definition of 'Aged Care' and 'Nursing Home' definition and replace with 'Residential Aged Care Facility' as per the draft WAPC Position Statement on Residential Aged Care as follows: <i>"a residential facility providing personal and/or nursing care primarily to aged or dependent persons which, as well as accommodation, includes appropriate staffing to meet the nursing and personal care needs of residents; meals and cleaning services; furnishings, furniture and equipment. This may consist of multiple components that include residential respite (short-term) care, aged or dependent persons' dwellings and a retirement village, but does not include a hospital, rehabilitation or psychiatric facility."</i> Add the definition of 'Retirement Village' as per the draft WAPC Position Statement on Residential Aged Care as follows: <i>"a development with self-contained, independent dwellings for aged or dependent persons together with communal amenities and land uses incidental and ancillary to the provision of such accommodation, but does not include a development which includes these features as a component of a residential aged care facility."</i> Modify the definition of 'Holiday House' to remove the term 'single'; Modify the definition of 'Restaurant/Café' to state: <i>"means premises primarily used for the preparation, sale and serving of food and drinks for</i> <i>(a) consumption on the premises by customers for whom seating is provided; or</i> <i>(b) in a form for consumption off the premises; and</i> <i>(c) including premises that are licenced under the Liquor Control Act 1988;"</i>

No	Subject	Overview of Modification
8.	Significant Tree Register	<p>Revisions to Schedule A: Clause 13A Significant Tree Register to update reference to heritage places rather than trees: Modify Clause (3) to state: <i>"The local government must not enter a tree in the Significant Tree Register or modify the entry of a tree in the register unless the local government..."</i></p> <p>Modify Clause 4 to state: <i>"If the local government enters a tree in the significant tree register or modifies an entry of a tree in the significant tree register..."</i></p> <p><i>Note – this text is as per the WAPC's Schedule of Modifications dated 20 August 2018 but missed in the City's advertised version.</i></p>
9.	Exemptions from Development Approval	<ul style="list-style-type: none"> Revisions to Schedule A: Clause 61(1)(o) Include the renamed 'Private Community Uses' zone to list of zones where minor development is exempt from approval. Revisions to Schedule A: Clause 61(1)(q) Clarify that excavation and filling of land up to 500mm in all zones to be consistent with the R-Codes <i>(Acknowledge the intent of this clause was only to apply where the R-Codes do not apply for up to 1m of fill, however in reducing the height, the provisions are consistent with the R-Codes so can apply to all zones).</i>
10.	Car Parking Requirements (Schedule 2)	<ul style="list-style-type: none"> Modify Residential Aged Care to <i>"1 bay per 4 beds, plus 1 bay per staff member present, or otherwise determined by the local government following the submission of a traffic management report."</i>
11.	Inclusion of Amendments to Scheme 3 that have been gazetted since adoption of draft Scheme 12	<ul style="list-style-type: none"> Lot 1175 Old Coast Road, Herron – Details from Amendment 138 (GG 15/18) Additional Use No 18 from Scheme 3 (Dog Kennels and requirement for Acoustic Assessment) to be added to Table 4 Lot 1 Pinjarra Road, Coodanup - Details from Amendment 135 (GG2/2/18) Require a definition of 'Fresh Food Market' in Division 2, Clause 6.2 – <i>"means premises used for the storage and sale (by wholesale and/or retail) of domestic fresh produce, including the predominant lines of fruit, fresh and processed vegetables, and which include the incidental sale of other items such as flowers, bread, meat, small goods, dairy products, bulk food goods, continental foods and fish."</i> Lot 506 Apollo Place, Halls Head (Sutton Farm) Table 6 (Special Use 1): Delete the use 'guesthouse' as the term 'tourist development' fits the description.

No	Subject	Overview of Modification
12.	Typographic Errors	<ul style="list-style-type: none">• Clause 4.15.2 – Capitalisation of Title 'Building Envelope';• Clause 4.14.2 – Reword text to state: <i>"Where Residential Uses are proposed, the site shall require be subject to a Local Development Plan as per Part 6 of the Deemed Provisions to determine the location, form and scale of development for the site, the interface to existing residential development and the application of the R-Codes."</i>;• Schedule 2 – ensure parking bays are plural references are included in appropriate areas;• Remove double spacings between words as required through the Scheme Text;

2. Scheme Maps Modifications

No	Subject Site / Location	Overview of Modification
1.	Special Control Area No 1 Flood Hazard Area	Remove Flood Hazard Areas from Scheme Maps. The Scheme Text currently states: <i>"Flood Hazard Area means land contained within the 1 in 100 Year Average Recurrence Interval (ARI) floodplain mapping prepared by the state government agency responsible for floodplain mapping."</i> This mapping is owned by the Department of Water, and the text provides this linkage to the required provisions. There is no need to show this detail on the Scheme Maps.
2.	Strategic Centre Zone	Realign with the Strategic Centre zone boundary to be in accordance with the existing approved Precinct and Structure Plans and the draft Mandurah Strategic Centre Activity Centre Plan; and rezone areas currently shown as Strategic Centre but located outside the current Activity Centre Plan to revert to their current zoning under Town Planning Scheme No 3.
3.	Cygni Road Precinct Bounded by Adana Street, Anstruther Road, Boundary Road and Cemetery Road.	Amend the Density Code applied to from R25 to R40.
4.	Lot 621 Catalina Drive, Lakelands	Increase the Density Code R20 to R30.
5.	Lot 9033 Pebble Beach Boulevard, Meadow Springs	Remove R40 site at north of golf course as now developed as child care
6.	Lot 47 Eaglemont Street, Greenfields	Amend the zoning from Local Centre to Urban Development
7.	Lot 46 and 49 Eaglemont Street Greenfields	Amend the zoning of from Local Centre to Neighbourhood Centre and show the Density Code as R-AC3.
8.	Reserve 53511 & 43862 Murdoch Drive / Sartorial Place, Greenfields	Currently zoned Residential – recently Management Order to City issued for Conservation (R53511) and Drainage (43862). To be shown as Reserved Lands.

No	Subject Site / Location	Overview of Modification
9.	Lot 300 Pingle Drive Greenfields	Realign Urban Development / Residential zone to align with recently created Lot 300 (what was balance Lot 9002)
10.	Reserve 37991 (Janis Street Reserve) Halls Head	Remove from Conservation Reserve and include as Public Open Space (Sewer Pump Station)
11.	Lot 9001 Placid Waters Parade, Coodanup	Boundary of the R25 to be modified in accordance with the current subdivision approval.

Long Term Cycle Network (DoT/CoM)

Cycle Network

- Primary Route
- Secondary Route
- Local Route

Urban Form / Activity Centres

- City Centre
- Mixed Use Precinct
- District Centre
- Neighbourhood Centre
- * Local Centre (Existing and Potential)
- Mixed Business / Service Commercial
- Existing Infill Area / Potential Development Precinct
- Future Infill Development Area

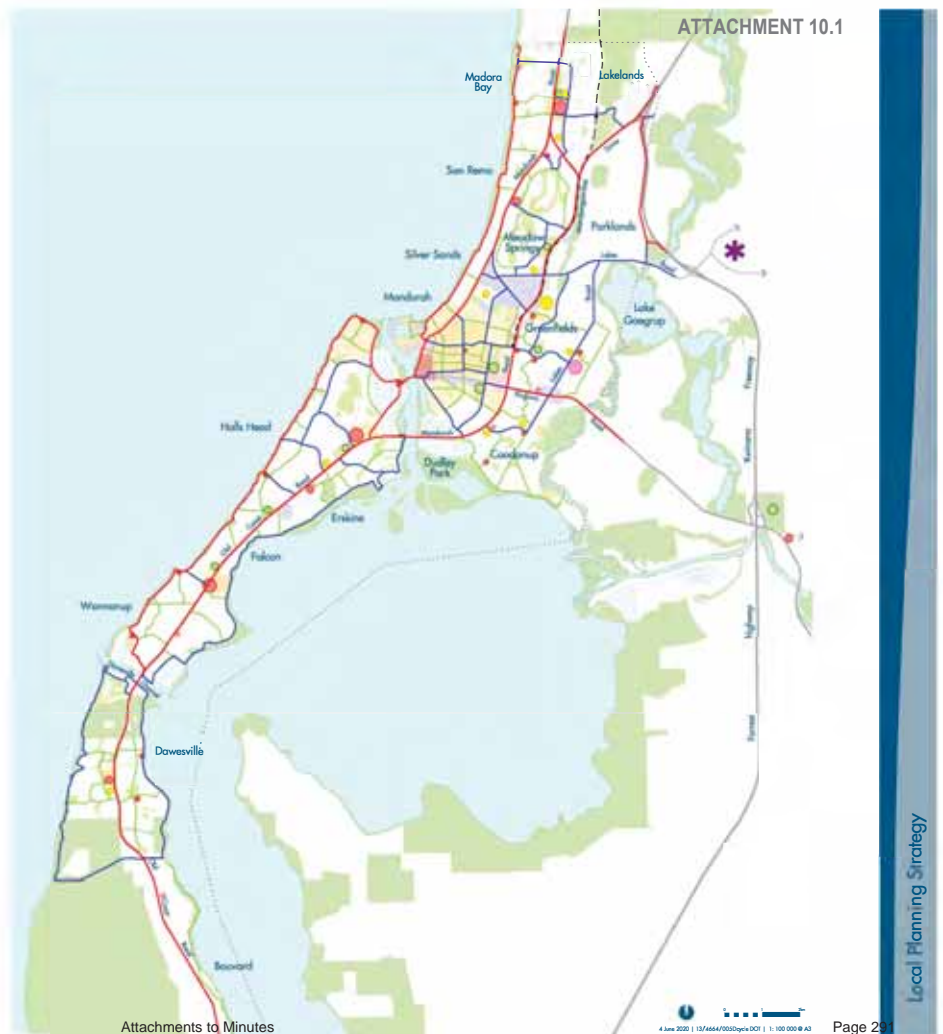
Open Space

- Regional Open Space
- Conservation
- Active
- District Parks / Golf Course

Social Infrastructure

- Tertiary Education
- Regional Hospital
- Regional Recreation
- High Schools
- District Recreation

City of Mandurah Boundary



NAMING OF COMMUNITY INFRASTRUCTURE AND PUBLIC PLACES POLICY

POL-PKR 04

Objective:

To formalise the principles by which the City of Mandurah the City names community infrastructure and public places, ensuring that a consistent, fair and equitable protocol is followed.

Statement:

Community infrastructure and public places are reminders of local history, culture and citizens, and are named or dual named appropriately to match the context and significance of the asset.

Guiding Principles

1. In general terms, naming should be unique and use form, spelling and style of contemporary Australian English. In particular cases, naming practice should take into account contemporary Indigenous and Torres Strait Islander spoken languages.
2. The City strongly supports the recovery and revival of Bindjareb Noongar language. The restoration of traditional Bindjareb names of geographical features and dual naming of public facilities and infrastructure is encouraged. Aboriginal names shall be in the local Bindjareb Noongar language and chosen in consultation with the Aboriginal community.
3. A name shall be wherever possible:
 - relevant to Australian, preferably local, history, flora, fauna, culture, local landscape and physical characteristics
 - short and simple preferably one to two words
 - in all respects, in accordance with community standards
 - complementary with and sensitive to existing names and design themes of adjoining assets
 - not easily confused with or duplicating names within the region or nearby local governments
 - be considerate of any potential risk to the reputation of the City and/or Council from aligning with an individual or company whose reputation may vary.
 - have strong local community support.
4. If personal names are used, the person commemorated should:
 - have contributed significantly to the development, protection or enhancement of the immediate locality Mandurah or greater region Peel that has produced long term improvements in the area or community
 - have actively served or contributed to an area of national or international importance
 - have a long term association with a local community group or service club twenty years or more, service to the community or organisation must have been voluntary
 - have donated property or funds for community benefit
 - have their birth name recognised no nick names
 - preferably be recognised in memoriam.

Note: under the Land Administration Act 1997 names that commemorate a person shall not be conferred or reserved over one hectare.

Names of living persons are by their nature subject to partisan perception and change in community judgement and acceptance. For this reason the adoption of a personal name during the lifetime of the person concerned should only be made in exceptional circumstance.

5. Sensitivity to diverse cultural situations should be applied when selecting names and derogatory or discriminatory terms or terms likely to cause offence will not be approved.
- . Names of commercial entities must not be used unless part of a formal sponsorship proposal. This is dealt with under the City's Sponsorship Policy.

Naming of Parks and Reserves

Naming of parks, reserves and components of reserves must meet the requirements under the Land Administration Act and the Geographic Names Committee (GNC) – A Principles, Guidelines and Procedures.

Renaming of Community Infrastructure or Public Places

Renaming will only occur in an extraordinary case. Evidence of substantial community support must be provided for a change in name.

Where infrastructure or a public place has been named after a person and that person comes into disrepute through illegal activities, conviction or similar, whether retrospectively or subsequent to the naming, the name of the infrastructure or place shall be immediately removed.

Where a name change is being considered for any of the City's infrastructure or reserve, the request is to be firstly referred to Land Management Service (LMS) to confirm if the current name is officially approved by the GNC.

If the current name is not officially approved by GNC, the City can apply for the new name to be approved through GNC. For the naming of any infrastructure after the street in which it is located, only the name of the street should be used and should not include the suffix (eg. Thomson Pavilion not Thomson Street Pavilion).

If the current name is officially approved by GNC, Council will need to approve a recommendation to GNC for the change of name. Once the new name is approved by GNC, the City can officially change the name of the infrastructure.

Any naming, or renaming recommended to GNC should be accompanied with a plan to identify what is being named. The naming could include only the infrastructure on a reserve, only the reserve, or both the infrastructure and the reserve.

Signage

Any signage must be in line with the City's signage practices, design standards, and guidelines. The use of the City's logo will be in accordance with the City's image protocols.

Requirements for Naming Proposals:

- Addressed to the Chief Executive Officer (CEO)
- Evidence of support from an Elected Member of the City
- Address of the building or place to be named
- A site plan clearly identifying the location and boundaries of the asset to be named
- The reason for the choice of name including the history, meaning, significance and relevance to the Mandurah and/or Peel region or national/international contribution

- If the nomination is being submitted by an organisation, documented evidence (ie. minutes from a committee / board meeting) must also be included in support of the nomination.
- For personal names, the following must also be supplied:
 - Biographical details: dates of birth / death (if relevant) / length and years of service or association
 - Written permission from the family in the case of a deceased person.

Assessment Process:

- On receipt of a nomination, the CEO shall circulate a copy to all Elected Members for consideration
- Elected Members shall have at least two (2) weeks to consider the proposal. If an Elected Member is not in favour of the proposal they should submit their views in writing to the CEO
- If it is deemed appropriate to pursue the nomination, the CEO will submit a confidential report to Council. Adoption of the recommendation will require an absolute majority decision by Council.

Note:

All names proposed relating to areas reserved to Landate Governmental comment prior to their release to the Council. A proposal received from Landate is not eligible.

Definitions

Community Infrastructure any property, complex, structure, building, bridge, asset, sporting field owned or under the control of the City, excluding public roads.

Community Place an area owned or under the control of the City that is not deemed to be a park or public road.

Responsible Directorate:	Strategy and Business
Reviewer:	Executive Manager Sport, Recreation and Events
Creation date:	Minute G.35/2/13, 2 February 2013
Amendments:	Minute G.35/2/15, 24 February 2015 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	Land Administration Act 1999 For naming of parks, reserves or components of these i.e. pavilion, ovals, gardens. City of Mandurah Reconciliation Action Plan PO CMR 08 Aboriginal Connection To Country and

ABORIGINAL CONNECTION TO COUNTRY (LAND)

POLICY

POL-CMR 08

Objective:

- 1 To formally acknowledge Aboriginal people's connection to Country, land and waterways and its importance to them.
- 2 To guide the City of Mandurah, in decision making associated with City works, Strategic document preparation, Assessment of private development and Submissions to State and Federal Government

Statement:

For the purpose of this policy, land and waterways refers to all the lands and waterways within the boundaries of the City of Mandurah.

The City of Mandurah the City acknowledges that:

- The Aboriginal people of the South east area of western Australia have resided on and had cultural connection with the land for over 45,000 years
- Aboriginal lore is characterised by a strong spiritual connection to Country which includes caring for the natural environment and for places of significance
- activities are undertaken on the traditional lands of the Bindjareb people of the Bibbulmun nation, within the boundaries of the City of Mandurah.

The City is committed to delivering a range of cultural awareness activities for its officers to better inform their decision making for projects relating to the use of land or waterways. The cultural awareness training aims to increase officer's ability to understand:

- the cultural responsibility Aboriginal people have to care for the land and waterways
- the law and lore of local Aboriginal people, and how they relate to land and water use
- local Aboriginal people, their culture and their stories.

Opportunities for officers to use this understanding of connection to Country include:

- sharing knowledge about the spiritual, social, cultural and physical connection to Country of Aboriginal people with colleagues, agents and contractors
- incorporating cultural and historical accounts from Aboriginal people during project design and implementation stages.

The City will continue to appropriately acknowledge the importance of Aboriginal people's connection to land by:

- Supporting the use of Aboriginal names or dual naming for public facilities and infrastructure
- Acknowledging the importance of connection to land in relevant strategic documents

- Consulting with local Aboriginal people where possible to integrate cultural information into activities, events and the development of public facilities and infrastructure.
- Seeing opportunities to utilise the local historic cultural Aboriginal content in activities and projects that relate to land or waterways. This may include
 - o Interpretive art, signage or naming
 - o Providing information or contacts to private developers to utilise with Development Applications or Outline Development Plans

NB: public facilities and infrastructure include the built and landscaping components of public and active open spaces, parks and reserves, as well as trails, conservation projects, community buildings and facilities.

Definitions

Bindjareb:

Refers to the specific territory where the Aboriginal people live. This territory borders other territories and extends from Mount Brown in Naval Base, across through Bungong Brook between Armadale and Byford to the Albany Highway, and extends to the river where the township of Williams is and across to Myalup, into the ocean and extending back to where Mount Brown is located.

Country:

In the context of Australia's Aboriginal culture, "Country" refers to a specific place within Australia and not Australia itself. Country refers to "this" place, or the area of a traditional language group. Aboriginal people have a special relationship with the land. It has a unique place in their hearts, more like a relative than an object. They have a deep, enduring spiritual connection to Country. The connection of Aboriginal people to Country forms their culture and sovereignty self governance, including Aboriginal law and spirituality that is intertwined with the land, people and creation.

Elders:

Elders are often the knowledge keepers of their people's history, stories, culture and language. They are usually older people but some families may agree to a younger person to take on this cultural responsibility. This is the family's prerogative.

Traditional Owners:

Aboriginal representatives of the traditional language group that inhabited the area prior to European settlement are often recognised as traditional owners by local Aboriginal communities.

Responsible Directorate:	Sustainable Communities
Reviewer:	Manager Community Development
Creation date:	Minute G.14/ /15, 23 June 2015
Amendments:	Minute G.12/7/19, 23 July 2019
Related Documentation:	City of Mandurah Reconciliation Action Plan Procedure PRO CMR 05 Aboriginal Connection to Country Consultation

BUSH FIRE PREVENTION AND CONTROL

(Bush Fires Act 1954)

POLICY

POL-EMS 01

Objective:

To provide advice on all aspects of preparedness, prevention and the management of bush fires on properties within the City of Mandurah.

Statement:

The City of Mandurah the City is committed to formulating and imposing appropriate fire prevention measures necessary to provide a safe environment for the community on properties including rural, urban, occupied and unoccupied land. In achieving this, the City has implemented the following measures:

1. REHAARD REDUCTION AND FIREBREASTATION
 - 1.1 Council may, in accordance with section 33 of the Fire Act 1954 the Act issue and publicise annually to all landowners the provisions necessary for the reduction of fire hazards within the City.
 - 1.2 Delegated Authority has been granted to the Chief Executive Officer by Council to approve the first and final Fire Breard and Fuel Hazard Reduction Notice The Notice annually, unless substantial changes are recommended by Council's Bush Fire Advisory Committee. Recommendations for substantial alterations to The Notice shall be submitted to Council for consideration of adoption.
 - 1.3 The following provisions have been adopted by Council as a minimum requirement for landowners for the reduction of fire hazards on their property. The below mentioned fire hazard reduction must be complied with by or on the 17 November annually and maintained until 31 May inclusive:

Occupied or Unoccupied and less than 1000m²

where the area of land is less than 1000m² remove all flammable material on the land except living standing trees, from the whole of the land to a height of no longer than 4 centimetres by either mowing, slashing, ploughing, cultivating, scarifying, chemical spraying followed by slashing down to 4 centimetres or other approved method by an officer of Council authorised for this purpose. A four metre fire breard is not acceptable. Note: Properties with dense vegetation will also need to be thinned out to reduce any significant fire risk to the satisfaction of the City's authorised bush fire control officer.

Occupied or Unoccupied and 1000m² and over

when the area of land is 1000m² and over, provide a trafficable mineral earth firebreard at least four metres wide, with a vertical height clearance of 4.2 metres

- o immediately inside all external boundaries on the land
- o immediately surrounding all outbuildings erected on land
- o immediately surrounding haystacks, fuel storage or other flammable substances or material.

A vertical height clearance of 4.2m must be maintained on driveway access.

1.4 RE MANA EMENT P ANS

here land is sub ect to an approved Fire Management Plan the management plan must be fully complied with for the site.

1.5 ASSET PR TECT N NES

n all areas noted as being within 100m of Bush Fire Prone egetation as designated by the Fire and Emergency Services Commissioner, the installation and maintenance of Asset Protection ones AP are recommended.

Asset Protection ones in these areas are recommended to include:

- A 20 metre asset protection one reduced fuel load from the walls of any building or infrastructure unless otherwise approved in a Fire Management Plan.
- Reticulated gardens shall be maintained to a height no greater than .5 metre 50 cm .
- loose flammable material within the AP should be removed to reduce the fuel load to less than 2 tonnes per hectare and this is to be maintained to this level.
- ood piles to be stored at least 10 metres from the building.
- Maintenance of a minimum 2 metre gap between trees and shrubs any building or infrastructure.
- Ensuring that no trees overhang any building or infrastructure.
- Prune lower branches of trees within the AP up to 2 metres off the ground to stop a surface fire spreading to the canopy of the trees.
- Trees or shrubs in the AP are to be cleared of any dead material.

On all land 4000m² and greater Asset Protection ones in these areas are re uired to:

- Maintain a minimum 2 metre gap between trees and shrubs and dwelling and
- Ensure that no trees overhang any dwelling.

The City s Authorised Bush Fire Control Officers may issue a re uest for wor s to be completed for the failure to underta e re uired Asset Protection one wor s and where wor s are not completed an infringement notice may be issued.

Contractors will not be re uested to underta e wor s on the owner s behalf in relation to Asset Protection one non compliance. Any change in enforcement approach in this regard is to be endorsed by Council.

An authorised Bush Fire Control Officer may issue a variation from Asset Protection one re uirements where it is considered that ade uate ris mitigation measures have been implemented, such as the reduction of fuel loads and appropriate management of understorey vegetation.

Applications can be made to the City to remove trees or vegetation in order to create an Asset Protection one within a tree preservation area as designated in the City s Town Planning Scheme No 3.

These re uirements are the minimum standard. Additional re uests may be made in accordance with the relevant section of the Bush Fires Act 1954 by the City s authorised Bush Fire Control Officer.

1. Annual property fire break and fuel hazard reduction inspections of all urban, rural occupied and unoccupied land by authorised Bush Fire Control Officers will officially commence on the 18th November each year.

1.7 Variation to the City's requirements: If a landowner considers for any legitimate reason it impractical to clear firebreaks as required by The Notice, or if natural features are considered to render firebreaks unnecessary, application may be made in writing to the City or its authorised Bush Fire Control Officers, not later than 1 November of each year for alternative locations, or other method of fire prevention on the land.

The City's authorised Bush Fire Control Officers may apply an approval to the variation for a period of up to 3 years where appropriate. Properties must be maintained each year in accordance with the approved variation.

If permission is not granted, the requirements of The Notice must be complied with. Any major fire hazard reduction request which cannot be resolved between the applicant and an authorised Bush Fire Control Officer may be referred to the Chief Bush Fire Control Officer for determination.

1.8 The City or its authorised Bush Fire Control Officers may, in accordance with section 33 of the Act, arrange for a contractor, workers, machinery or other equipment or workforce necessary to clear land found in contravention of subsection 1.3. The City's contractors may be requested to undertake remedial compliance works to properties found to be in contravention of subsection 1.3.

1.9 Landowners may be served with notice of the contravention and an infringement notice may be issued in accordance with the Act.

1.10 Landowners shall be liable for the costs associated with the hazard reduction clearing on their land as stipulated in subsection 1.7 of this policy and those costs shall remain as a debt against the property until paid in full.

2 BURNING PERIODS

2.1 Restricted Burning Period:
The restricted burning period, pursuant to section 18 of the Act shall be between 1 April and 30 November inclusive each year.

2.2 Prohibited Burning Period:
The prohibited burning period, pursuant to section 18 of the Act shall be between 1 December and 31 March inclusive each year.

2.3 Limited Burning Times:
Has the same meaning as Restricted Burning Period where a Permit to Burn is required.

3 PENALTIES

Council has resolved to prohibit open air fires lit for the purpose of camping or cooking within the district unless specifically approved by the Chief Bush Fire Control Officer in writing.

BURNING HAZARD REDUCTION

Section 24G of the Act also provides that a local government may, by notice published in the Gazette and a newspaper circulating in its district, prohibit or impose restrictions on the

burning of garden refuse within its district that is otherwise permitted under Section 24F. Council has resolved to prohibit the burning of garden refuse or rubbish within the district of Mandurah.

This prohibition applies to all land zoned urban residential under the City of Mandurah Town Planning Scheme No 3, between 1 May and 31 October inclusive. The effect is that the burning of garden refuse either in an incinerator or on the ground in urban zoned areas is prohibited at all times of the year.

The following exemptions apply:

zoned rural residential under the City of Mandurah Town Planning Scheme No. 3, and on all land 4000m² and greater. Any other exemption is based on an assessment of the hazard by a City authorised Bush Fire Control Officer.

These exemptions are restricted to 1 May and 31 October and a "Permit to Burn" will be required during these dates. No burning is permitted during the Prohibited Burning period as mentioned above.

These conditions include the following:

- Properties of area less than 2 hectares to burn 2m³ of refuse at one time.
- Properties of area 2 hectares or greater are permitted to burn no more than 3m³ of refuse at one time.

Responsible Directorate:	Sustainable Communities
Reviewer:	Executive Manager, Development and Compliance
Creation date:	Minute G.28/0 /02, 18 June 2002
Amendments:	Minute G.43/12/09, 15 December 2009 Minute G.31/ /12, 2 June 2012 Minute G.25/2/14, 25 February 2014 Minute G.25/3/15, 24 March 2015 Minute G.22/ /17, 13 June 2017 Minute G.19/4/19, 30 April 2019 Minute G.12/7/19, 23 July 2019
Related Documentation and/or Legislation:	re Act 195 DA EMS 01 Prohibited Burning Times DA EMS 02 Bush Fires Act 1954 DA FCM 0 Defer, Grant Discounts, Waive or Write off Debts

Council Meeting 23 June 2020

Public Health and Wellbeing Plan

City of Mandurah 2020 - 2023



Attachments to Minutes
ATTACHMENT 16.1



Attachments to Minutes

Page 301

Contents

Introduction.....	3
Public Health Vision.....	3
City of Mandurah Health and Wellbeing Snapshot.....	4
Mandurah Matters Focus Areas.....	5
Plan Development.....	6
Our Current Public Health Role.....	8
Measures.....	10
Identifying Our City's Public Health Needs.....	11
Plan Implementation.....	12
Plan Review.....	12
Public Health Themes and Key Actions.....	13
Appendix 1.....	17

Introduction

Health and wellbeing is vital to a liveable and safe community. For this reason we have chosen to enhance our commitment to our community's wellbeing through developing a Public Health and Wellbeing Plan 2020-2023 (The Plan) that integrates local knowledge and action, provides leadership to create and maintain a healthy, happy and safe community.

The Plan recognises that being healthy is more than being free from disease, it also comprises all aspects of a person's life that contribute to them being happy and fulfilled.

The Plan is required under the Western Australian *Public Health Act 2016* and aligns with the State Public Health Plan for Western Australia 2019-2024. It aims to enhance the health, wellbeing and safety of all Mandurah residents through aligning with the City of Mandurah's Strategic Community Plan 2020 - 2040 and relevant State and Federal strategies and policy documents.

There are different ways the City can contribute to improving our community's health and wellbeing through leading, advocating and partnering with key stakeholders in various health related areas.

The Plan has a strong focus on engaging with priority populations in our community who are recognised as having the poorest health outcomes and benefit the most from additional support to improve their health and wellbeing.

The Plan also recognises the important contribution the City of Mandurah has on the health of the community. And also highlights the importance that it is everybody's business to promote, protect and improve the health of the community.

Public Health Vision

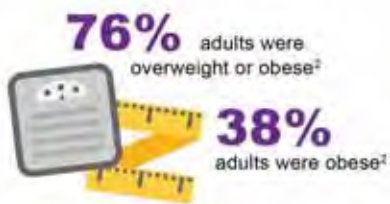
The vision of The Plan is to create a place where our community is proud, inspired, inclusive and innovative where we respect our connections to the past and create a positive future. This will be achieved through delivering on the City's values of connected, integrity, excellence, innovation and by being courageous.

The Plan will focus on priority populations which include, but are not limited to:

- Aboriginal people
- Those living in low socioeconomic circumstances
- People with mental illness
- People with disabilities
- Carers and families of people with sickness and disability
- Culturally and Linguistically Diverse (CALD) populations, particularly those people who have recently arrived in Australia

The success of The Plan strongly relies on a whole-of-organisation and community approach to health and wellbeing which strongly links to the strategic direction and the City's Strategic Community Plan Focus Areas.

City of Mandurah Health and Wellbeing Snapshot



82.7 years

life expectancy at birth 2013–2015²



28.7% adults had current high blood pressure²



26.2% adults had current high cholesterol²



23.5% adults drank alcohol at risky or high risk levels for long term harm²

7% adults smoked²



55% adults ate less than two serves of fruit daily²



88% adults ate less than five serves of vegetables daily²



38% adults ate meals from fast food outlets at least weekly²

3,885 adults were hospitalised due to injuries from accidental falls between 2012–2016¹

40% adults were not active enough²



16.5% have been diagnosed with a mental health problem in the last 12 months



Source: City of Mandurah Health and Wellbeing Profile - South Metropolitan Health Services Health (SMHS)

Strategic Community Plan Focus Areas

Economic	Social	Health	Environment	Organisational Excellence
<ul style="list-style-type: none"> Supporting and empowering local businesses Creating local jobs and opportunities Fostering innovation and creativity in enterprise A diversity of employment, industries and enterprise Giving consideration to the impact of industry on the environment 	<ul style="list-style-type: none"> Engaging, enabling and promoting youth People feeling safe no matter where they are Hearing and embracing all voices Vibrant and welcoming places for all to share Protecting the natural environment as we create shared spaces 	<ul style="list-style-type: none"> A compassionate, interconnected whole of health system Technology and infrastructure that aids in better health Readily available, highly accessible services and facilities Appropriate support for an ageing population An understanding of the importance of a protected natural environment in preventative health 	<ul style="list-style-type: none"> Nature having a voice at the table in all decisions A beautiful, clean, and sustainable environment for all Preserving and celebrating the waterways - our greatest asset Protecting the natural environment for generations to come Deep engagement and respect for the environment 	<p>An organisation that:</p> <ul style="list-style-type: none"> makes a difference through questioning, challenging and building resilience (COURAGE) engages the community through collaboration, understanding and inclusiveness (CONNECTED) embraces ideas and opportunities to shape an inspiring, diverse and dynamic community (INNOVATIVE) upholds and protects our community through honesty, fairness and empathy (INTEGRITY) delivers on its commitments to make a difference in our community (EXCELLENCE)

The Plan seeks to have a deep understanding of our community and supports opportunities that are identified to improve health and align to what matters to our community. Importantly there is an opportunity to maintain a connection with those who participated in the Mandurah Matters process to develop the City’s Strategic Community Plan and identified health as being one of the key focus areas.

The Plan will also be influenced and supported by legislation and a number of strategies such as the documents outlined in **Appendix 1** State Plan - ‘Supporting legislation and strategies’.



Plan Development Attachments to Minutes

This Plan was developed in consultation with community members, staff and local stakeholders. The themes reflect the needs and aspirations of the local community and recognises that public health is already fundamental to the City's business.

Health is everyone's responsibility and almost every service and environment that the City is involved with contributes to a healthy, active, happy and safe community.

Specifically, the Plan will directly deliver a range of health actions that are covered in the Corporate Business Plan and seek to align with the Strategic Community Plan / Mandurah Matters focus areas.

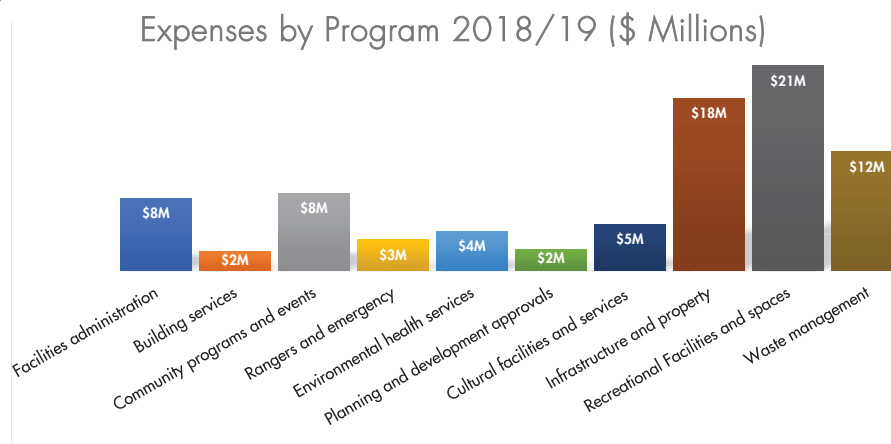
The Plan will:

- Be a document that identifies areas of focus to improve health and wellbeing.
- Be an ambitious document that facilitates opportunities that may require external funding and other stakeholder's commitment to deliver.
- Focus on priority populations in the community who are more likely to have poor health outcomes.
- Explain the ways that we can influence public health.
- Encourage the community to lead opportunities to improve public health and maximise their efforts and ideas.
- Ensure a one team approach working in all areas and connecting services and infrastructure.



Our Current Public Health Role

The City provides a broad range of programs that support and promote the health of our community and invests a significant amount of money across the organisation which can be seen in the graph below. Each one of these Business Units contribute to making our City a healthy, enjoyable and a safe place to be.



Source: City of Mandurah's 2018/19 Annual Financial Statement

The City of Mandurah's ongoing commitment to creating and influencing environments that support healthy living, wellbeing and quality of life are further detailed in our following core business, including:

- **infrastructure and property services**, including local roads, bridges, footpaths, drainage, waste collection and management
- **building services**, including inspections, licensing, certification and enforcement
- **provision of recreation facilities and spaces**, such as parks, natural reserves, trails, sports fields and stadiums, swimming pools, sport centres, halls
- **planning and development approvals**
- **environmental health services** to prevent and control environmental health hazards, emissions, and communicable diseases (i.e. tobacco control, water and food safety, noise and air pollution control and mosquito control)
- **administration of facilities**, such as marinas, cemeteries, parking facilities and street parking
- **community programs and events** including youth development, access and inclusion, and volunteering
- **cultural facilities and services** such as libraries, art galleries and museums
- **waste management**
- **ranger and emergency services** including animal control and fire management.



Measures

The City has an important role in providing healthy and supportive environments. The table below demonstrates the linkages between the outcomes of the Plan's strategies and how they will contribute to broader community health improvement.

	Overweight or Obese	Poor Physical Activity	Poor Nutrition (Fruit & Vegetable)	Smoking	High Risk Alcohol Consumption	Mental Health	Injury
Satisfaction with City's footpaths, cycle paths, roads and community based services that keep people active and healthy	✓	✓					
Evaluation of CoM Liquor Accord actions and outcomes					✓	✓	✓
Comparison of Injury Matters injury data over 2 year periods							✓
Satisfaction with the City's performance in safety and security							✓
Implementation of the City's Community Safety and Crime Prevention Plan							✓
Maintenance and actions of the Mandurah Liquor Accord to reduce alcohol harm							✓
Streamlined volunteer database with increased participation rates						✓	
Reduction in lifestyle risk factors for Mandurah population	✓	✓	✓	✓	✓		
Increased funding from external agencies to promote health and wellbeing	✓	✓	✓	✓	✓	✓	✓
Comparison of SMHS community profile data over 2 year periods	✓	✓	✓	✓	✓	✓	✓
Satisfaction with partnering opportunities both internally and externally to the City	✓	✓	✓	✓	✓	✓	✓
Stakeholder satisfaction on the implementation of the City's Public Health and Wellbeing Plan	✓	✓	✓	✓	✓	✓	✓
Comparison of SEIFA score when released	✓	✓	✓	✓	✓	✓	✓
Increased distribution, understanding and integration of key healthy messages both internally and externally to the City.	✓	✓	✓	✓	✓	✓	✓
City policies to include health and wellbeing/public health objectives and strategies	✓	✓	✓	✓	✓	✓	✓
Evaluation of the City's Public Health and Wellbeing Plan's processes, outputs and outcomes	✓	✓	✓	✓	✓	✓	✓

Identifying Our City's Public Health Needs

Feedback from the community about their health and wellbeing needs is essential. The data analysis, staff and stakeholder consultation was supported by the broader consultation as follows:

- Mandurah Matters community consultation
- Safe communities priorities setting workshop
- Meeting with representatives from key organisations
- Interviews with key staff across the City
- Staff and external stakeholder survey to identify perceived public health risks
- An internal policy alignment study
- Community health and wellbeing profile

The community health and wellbeing profile highlighted a number of specific public health challenges for the City including:

- Ageing population with people aged 75 and over being almost double the WA average
- High psychological distress affects 14.3 percent of the population
- Unemployment rates higher than WA State average
- In 2016, data indicates approximately 170 people are homeless. Recent local data obtained in March 2019 suggests up to 70 people are street present at any one time in and around Mandurah's central areas.

- Declining Socio-Economic Indexes for Areas (SEIFA) over time
- Higher than state average notifiable diseases (Vector borne and STIs)
- Three in every four adults is overweight or obese
- 40 percent of adults are not active enough for health benefits
- Very few people eat the recommended number of serves of fruit and vegetable

The findings from the consultation process as well as the statistics and other research has resulted in the identification of various public health priorities that The Plan will seek to address.

The following overarching themes guiding The Plan integrate many of these public health priorities:

1. Planning for a healthy and active community

Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse city.

2. Building our community's confidence in Mandurah as a safe and secure city

Create an environment that feels safe and minimises harm, including from alcohol and drug misuse with the support of key partners.

3. Promoting a cohesive, connected and included community

Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation whether these opportunities are provided by the City or other agencies.

4. Promote, disseminate and integrate key healthy messages and policies into City business

Partner with external agencies to identify and provide community relevant health messages and services, and where resources permit these are integrated into City business.

Plan Implementation

Day to day implementation will be undertaken with the involvement of a broad range of partners working together to achieve the goals of improving the health and wellbeing of our community.

To ensure the success of The Plan, the following reflects the actions carried out by the City:

- Engage with priority populations to improve health outcomes
- Understand external stakeholders activities and goals
- Understand the current activities and goals of each City team
- Prepare or support groups to prepare advocacy documents
- Link in with broader health campaigns and identify potential funding opportunities
- Take advantage of existing events to promote opportunities
- Listen to people and identify potential linkages and opportunities

- Identify any barriers in delivering services, infrastructure and equipment and develop options to address these.

The City spends millions of dollars on key infrastructure and activities that contribute to the health and wellbeing of the community. Beyond the labour allocation, the modest operating budget relating directly to the resources involved to deliver The Plan include:

- Marketing and communications support for internal and external activities
- Administration support to enhance internal and external activities
- Support with basic equipment or improvements
- Provide incentives to overcome barriers to attendance

Plan Review

Over the coming three years, the City and its partners will support and undertake initiatives to achieve the key strategies under each theme. Success will be measured by reporting against key performance indicators and the outcomes of the annual action plan. Each year, an action plan will be developed by the City that will demonstrate the outcomes between the City and partner organisations that have promoted better health and wellbeing among individuals and the broader community.

Public Health Themes and Key Actions

Theme One: Planning for a healthy and active community	Theme Two: Building our community's confidence in Mandurah as a safe and secure city	Theme Three: Promoting a cohesive, connected and included community	Theme Four: Promote, disseminate and integrate key healthy messages and policies into City business
<p>Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.</p>	<p>Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.</p>	<p>Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.</p>	<p>Strategic Objective Four - Partner with external agencies to identify and provide community relevant health messages and services where resources permit and integrate into City business.</p>
<p>Strategy 1.1 Promote existing infrastructure provided by the City and environmental assets to enable people to be more active, enjoy nature, promote mental health and increase tourism.</p> <p>Strategy 1.2 Identify and then address any barriers to utilisation of services, infrastructure and equipment.</p> <p>Strategy 1.3 Integrate health promoting principles and human health assessments when planning, retrofitting or developing the built environment.</p>	<p>Strategy 2.1 Work with the community and in partnership with relevant agencies to address and respond to injury risks, unsafe behaviours, including violence and drug and alcohol misuse linking with the City's Community Safety and Crime Prevention Plan.</p> <p>Strategy 2.2 Enhance the perception of safety through the effective maintenance of infrastructure and community amenities.</p> <p>Strategy 2.3 Ensure effective delivery of environmental health and health protection services to sustain a safe environment.</p>	<p>Strategy 3.1 Advocate for improved mental health services and effective coordination to support our local community.</p> <p>Strategy 3.2 Actively engage with the community and other stakeholders to ensure the Public Health Plan strategies are included on the agenda and actively discussed.</p> <p>Strategy 3.3 Partner with local agencies to lead and undertake evidence informed public health planning and program development for the City.</p>	<p>Strategy 4.1 Link in with broader public health campaigns that reflect the needs of City residents.</p> <p>Strategy 4.2 Partner with stakeholders to identify upcoming events where the Public Health Plan strategies could be promoted.</p> <p>Strategy 4.3 Improve communication and promotion of the City's services and activities to all Mandurah residents and stakeholders.</p>

<p>Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.</p>	<p>Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.</p>	<p>Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.</p>	<p>Attachments to Minutes Strategic Objective Four - Partner with external agencies to identify community relevant health messages and partner to provide healthy messages and services, and where resources permit are integrated into City business.</p>
<p>Strategy 1.4 Identify and apply for funding opportunities to deliver evidence informed public health programs particularly those that meet the needs of people in the community who have the highest need.</p> <p>Strategy 1.5 Adopt sustainable practices in managing the City's assets, operations and services in order to adapt to changing climate conditions and reduce negative impacts on health and wellbeing.</p> <p>Strategy 1.6 Promote active lifestyles and healthy eating choices both internally and externally.</p> <p>Strategy 1.7 Increase community participation and create opportunities for social connection through a range of activities including the arts, social groups, recreation and sport.</p>		<p>Strategy 3.4 Coordinate a whole of City volunteer and stakeholder register and database to provide a coordinated and streamlined approach to volunteerism and partnerships within the City.</p> <p>Strategy 3.5 Continue to advocate for improved facilities at the Peel Health Campus.</p> <p>Strategy 3.6 Develop initiatives that are inclusive and sensitive to the needs of priority population who have poorer health.</p> <p>Strategy 3.7 Engage our diverse community in events, programs and cultural activities to foster community identity, develop personal skills and create social connections.</p> <p>Strategy 3.8 Advocate for improved technology and specialist health facilities locally.</p>	<p>Strategy 4.4 Ensure effective representation from the City to advocate on behalf of constituents to State and Federal government, other local governments, agencies and private organisations, peak bodies and the media to improve health outcomes for our community.</p> <p>Strategy 4.5 Ensure the City has a suite of policies that promote and provide public health and wellbeing opportunities to both staff and the broader community.</p>

Our City's progress will be monitored by the following measures:

Strategic Objective One - Provide community, social infrastructure and services to maintain quality of life in a growing and increasingly diverse City.	Strategic Objective Two - Create an environment that feels safe and minimises harm, including from alcohol and drug misuse, using internal and external resources.	Strategic Objective Three - Facilitate and advocate for opportunities for all people to participate in the social, economic and community life of the City, irrespective of ability, background, class, gender or orientation and support improved mental health.	Strategic Objective Four - Partner with external agencies to identify community relevant health messages and partner to provide healthy messages and services, and where resources permit are integrated into City business.
<ol style="list-style-type: none"> 1. Satisfaction with City footpaths, cycle paths, roads and community based services that keep people active and healthy 2. Reduction in lifestyle risk factors for Mandurah population as outlined in City of Mandurah Health and Wellbeing Profile 2019 (prepared by South Metropolitan Health Services (SMHS)) 3. Increased funding from external agencies to promote health and wellbeing within the City 4. Comparison of SMHS community profile data over 2 year periods 	<ol style="list-style-type: none"> 1. Satisfaction with the City's performance in safety and security 2. Maintenance and actions of the Mandurah Liquor Accord to reduce alcohol harm 3. Evaluation of CoM Liquor Accord actions and outcomes 4. Implementation of the City's Community Safety and Crime Prevention Plan 5. Comparison of Injury Matters injury data over 2 year periods 	<ol style="list-style-type: none"> 1. Satisfaction with partnering opportunities both internally and externally to the City 2. Streamlined volunteer database with increased participation rates 3. Stakeholder satisfaction on implementation of the City's Public Health and Wellbeing Plan 4. Comparison of SEIFA score when released 5. Stakeholder survey completed annually 	<ol style="list-style-type: none"> 1. Increased distribution, understanding and integration of key healthy messages both internally and externally to the City 2. City policies to include health and wellbeing/public health objectives and strategies 3. Evaluation of the City's Public Health Plan processes, outputs and outcomes



Strategic frameworks

This Plan is designed to complement the existing strategic frameworks designed to protect public health.

Strategies
WA health system
WA Health Strategic Intent 2015–2020 Sustainable Health Review 2019
Aboriginal health
WA Aboriginal Health and Wellbeing Framework 2015–2030
Chronic disease and injury
WA Health Promotion Strategic Framework 2017–2021 Falls Prevention Model of Care 2014 Road safety strategy to reduce road trauma in WA 2008–2020
Disability
WA Disability Health Framework 2015–2025
Environmental health
Environmental Health Strategic Plan 2018–2021
Oral health
State Oral Health Plan 2016–2020
Immunisation
WA Immunisation Strategy 2016–2020
Mental health and alcohol and other drugs
Western Australian Mental Health, Alcohol and Other Drugs Services Plan 2015–2025 Western Australian Methamphetamine Action Plan Suicide Prevention 2020: Together we can save lives Mental Health 2020: Making it personal and everybody's business Disability Access and Inclusion Plan 2017–2021 Western Australian Alcohol and Drug Interagency Strategy 2018–2022 The Western Australian Mental Health Promotion, Mental Illness, Alcohol and Other Drug Prevention Plan 2018–2025
Sexual health
WA Sexually Transmissible Infections Strategy 2019–2023 WA Hepatitis B Strategy 2019–2023 WA Hepatitis C Strategy 2019–2023 WA Human Immunodeficiency Virus Strategy 2019–2023 WA Sexual Health and Blood-borne Viruses Strategy 2019–2023

1	SUBJECT:	2020 Western Australian Local Government Association (WALGA) Annual General Meeting: Nomination of Delegates
	DIRECTOR:	Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The Western Australian Local Government Association (WALGA) will hold its 2020 Annual General Meeting at Crown Perth, on Friday 25 September 2020. WALGA has requested Council to nominate two voting delegates to the AGM and two Proxy Voting Delegates.

Voting delegates may be either Elected Members or officers. Delegates must be registered with WALGA to be eligible to attend and represent their respective Councils. Proxy voting is available for councils that are unable to be represented by two delegates.

Notice of the Annual General Meeting, Procedural Information and Submission of Motions has been received however WALGA has not yet released the agenda for the AGM. Once this has been done, the agenda will be forwarded to Elected Members. It is important that the Elected Members representing Council as voting delegates are given some authority in relation to Executive and Member motions that are put forward to the meeting.

Council is requested to approve the nominations of its Peel Zone delegates Mayor Rhys Williams and Cr Caroline Knight to attend the 2020 WALGA AGM on Friday 25 September 2020 and also is requested to appoint two Elected Members as Proxy Voting Delegates should either Voting Delegate be unable to attend.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.30/6/19 25 June 2019 Peel Zone delegates Mayor Rhys Williams and Councillor Caroline Knight be nominated as the City of Mandurah voting delegates to the 2019 Western Australian Local Government Association Annual General Meeting, to be held at Crown Perth on Friday 25 September.

Background

In preparation for the WALGA 2020 AGM, it is necessary to register the voting entitlements for delegates representing each Member Council. While delegates can be either Elected Members or officers, Council has traditionally appointed the two delegates to the Peel Zone of WALGA as Council's voting delegates at the AGM. Mayor Rhys Williams and Cr Caroline Knight are the current delegates to the Peel Zone.

Comment

To exercise Council's voting entitlements, Council must ensure that voting delegates are registered with WALGA. Member Councils are entitled to be represented by two voting delegates, with each delegate able to exercise one vote. Proxy voting is available to councils who are unable to send two delegates. To exercise Voting Delegates and Proxy Voting Delegates, councils must have registered valid proxies with the Chief Executive Officer of WALGA prior to Friday 28 August. Council is requested to appoint two Elected Members as Proxy Voting Delegates should either Voting Delegate be unable to attend.

Statutory Environment

Nil

Policy Implications

Nil

Risk Implications

Nil

Economic Implications

Due to the cancellation of the WA Local Government Convention and Trade Exhibition, WALGA will be holding a number of events alongside this year's AGM including a breakfast event with special guest speaker, a political forum available to Mayors, Presidents and CEOs and a sundowner at the end of the day's proceedings. A special lunch for WALGA award recipients will also be held by invitation only.

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 is requested to appoint the WALGA Peel Zone representatives as the two voting delegates for the WALGA 2020 Annual General Meeting. Council is requested to appoint two Elected Members as Proxy Voting Delegates should either Voting Delegate be unable to attend. Other Councillors may also attend the conference at a similar cost.

RECOMMENDATION

That Council appoint:

- 1 Peel Zone delegates Mayor Rhys Williams and Councillor Caroline Knight as the City of Mandurah voting delegates to the 2020 Western Australian Local Government Association Annual General Meeting, to be held at Crown Perth on Friday 25 September 2020.**
- 2 Two Elected Members as Proxy Voting Delegates should either Voting Delegate be unable to attend.**

Councillor _____

Councillor _____

2	SUBJECT: DIRECTOR: MEETING: MEETING DATE:	Financial Report June 2020 Director Corporate Services Council 28 July 2020
----------	--	--

Summary

The Financial Report for June 2020 together with associated commentaries, notes on investments, balance sheet information and the schedule of accounts are presented for Elected Members' consideration.

Disclosure of Interest

Nil

Previous Relevant Documentation

- SP.6/7/19 30/07/2019 2019/20 Budget Adoption
- G.13/2/20 25/02/2020 2019/20 Budget Review
- G.1/5/20 26/05/2020 2019/20 COVID-19 Budget Review

Background

Nil

Comment

Financial Summary

The financial report for June 2020 shows a surplus for this period of \$12.7 million. There are a number of financial transactions, including carryover capital projects that have commenced and are not yet completed as well as reserve transfers that will need to be recognised as part of the preparation of the year-end financial statements and therefore it is not expected that this will be the surplus at 30 June 2020.

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

	Current Budget	YTD Budget (a)	YTD Actual (b)	Var. (b)-(a)	Var.% (b)-(a)/(a)
	\$ 000s	\$ 000s	\$ 000s	\$ 000s	%
Opening Funding Surplus / (Deficit)	7,744	7,744	7,744	-	0%
Revenue					
Revenue from operating activities	111,161	111,161	114,505	3,344	3%
Capital revenue, grants and Contribution	12,811	12,811	12,215	(596)	-5%
	123,972	123,972	126,720	2,748	
Expenditure					
Operating Expenditure	(129,673)	(129,673)	(124,022)	5,650	-4%
Capital Expenditure	(25,642)	(25,642)	(21,881)	3,761	-15%
	(155,314)	(155,314)	(145,903)	9,411	
Non-cash amounts excluded from operating activities	34,032	34,032	31,196	(2,836)	-8%
Other Capital Movements	(10,380)	(10,380)	(7,009)	3,371	-32%

Closing Funding Surplus / (Deficit)	54	54	12,748	12,694	>100%
-------------------------------------	----	----	--------	--------	-------

Key Capital Projects

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

Project	2019/20 Actuals Incl. CMT \$'000s	2019/20 Annual Budget \$'000s	2020/21 Carryover Budget \$'000s	Comment
Western Foreshore Recreation Precinct	2,524	400	3,580	<i>Project status:</i> 2020/21 Carryover Skate Park- Demolition of old skate park completed. Construction of new skate park has commenced. Playspace- Detail design for play towers to be completed by September. Establishment of contractor on site proposed for August.
Lakelands District Open Space and Club Room Facility	3,148	3,707	1,200	<i>Project status:</i> 2020/21 Carryover Sports Ground Lighting- Currently reviewing tender submissions. Clubroom Facility- Construction 60% complete. Practical completion expected late August.
Eastern Foreshore South Precinct	99	100	2,205	<i>Project status:</i> 2020/21 Carryover Floating jetties- Tender for design and construction of jetty infrastructure to be awarded soon. Seawall- Tender for construction of seawall, groyne and steps closes end of July. Estuary Pool- Design and construction tender for floating pool has closed and evaluation process has commenced.
Smart Street Mall Upgrade	785	504	1,000	<i>Project status:</i> 2020/21 Carryover Site briefing for the precast planter walls and overhead structure scheduled for end of June. Overhead shelter design nearing completion. Electrical, communication and irrigation works commenced late June.
Dower Street Project	2,290	2,307	0	<i>Project status:</i> Complete.
Peel Street Road Construction	733	568	250	<i>Project status:</i> 2020/21 Carryover Construction 50% complete. Approximate commencement date of next stage is September, following completion of this first stage.

Statutory Environment

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

Policy Implications

Nil

Economic Implications

Any material variances that have an impact on the outcome of the budgeted surplus position are explained in the Monthly Financial Report, as detailed in Attachment 2.1.

Risk Analysis

Nil

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

2019/20 Budget Variations

Mandurah Croquet Club Shade Structures

At Budget Review an additional capital works project was included for The Mandurah Croquet Club for a total of \$7,000. The project was budgeted to be funded by the City of Mandurah, however in June 2020 a contribution of \$2,000 was received from the Mandurah Croquet & Recreation Club for the all weather shade structures. The \$2,000 will increase the closing surplus estimated at 30 June 2020.

Bonds

In the May financial report, it was reported that an analysis had been carried out on the Bonds and Deposit accounts that are currently held by the City as restricted cash. Further analysis has continued and an additional \$24,917 has been identified as bonds held for greater than ten years where the City has exhausted all avenues to contact the owner and transferred to general revenue in June. It is proposed that these be transferred out of the liability account and transferred into the asset management reserve for future use.

Public Open Space Cash Reserves

Section 154 of the *Planning and Development Act 2005* requires Cash in Lieu of Public Open Space to be held in the Trust Fund. Upon analysis there was cash in lieu monies that had been spent prior however the funds had not been transferred out of trust. An amount of \$886,618 was identified and transferred to general revenue on 22 June 2020. It is proposed that these be transferred out of the liability account and transferred into the asset management reserve for future use.

Unspent Grant Adjustment - Club Connect Program

Each year the City receives grant funding from the Department of Local Government Sport and Cultural Industries for the Club Connect Program. Unfortunately, due to COVID-19, \$13,456 of the \$20,000 grant funding was not able to be spent in the 2019/20 financial year. The unspent funds will be transferred into the unspent grant reserve as part of the end of 2019/20 financial year process to be drawn down in 2020/21 for the program funding to continue.

2020/21 Budget Variations

Transform Mandurah – City Centre Redevelopment

It is recommended that the City partner with the Peel Development Commission for the development of a business case for the proposed redevelopment of the City Centre precinct.

As a consequence of Mandurah's growing urban footprint, the historical foreshore centre of Mandurah has become less important as its administrative and commercial centre. However, renewal and activation of the Mandurah City Centre can help drive economic development, improve the welfare of residents and enhance Mandurah's status as the strategic centre south of Perth. The business case will aim to prove the benefits of significant government investment in the City Centre and the benefits that this will bring. The business case will consider the cost of not improving the employment position of Mandurah and the long term social costs of a lack of investment and to attract quality jobs.

The total cost of developing the business case could be up to \$450K of which the City would contribute 1/3 (\$150,000). The funds are being proposed to be allocated from the Restart Mandurah Fund. The remaining funds will come from the State Government.

Community Grants Program

It is recommended that \$200,000 of the Restart Mandurah funding should go towards doubling the existing community grants scheme (current annual budget - \$100,000) and increase the maximum grant amount from \$3,000 to \$5,000, for the 2020/21 and 2021/22 financial years. The key objectives of the scheme would include;

- Support increased demand from Mandurah's most vulnerable communities
- Build capacity of community organisations and resident associations
- Increase volunteering, including capacity and training
- Improve access to technology for education and training
- Celebrate and encourage cultural diversity and social inclusion
- Create opportunities for localised smaller scale events (within allowed government restrictions)
- Youth Development, especially initiatives that build capacity and support leadership initiatives
- Celebrate Mandurah's resilience through Arts & Culture
- Build neighbourhood connection.

It is proposed that \$200,000 will be transferred from the Restart Mandurah fund and used to:

- Transfer \$100,000 into the community grants scheme operating expenditure account for 2020/21 to increase the community grants scheme funding to \$200,000; and
- \$100,000 transferred into the Unspent Grants & Contributions Reserve to be utilised in the 2021/22 financial year to increase the community grants scheme funding to \$200,000.

Additional Capital Carryover Projects to 2020/21

In the May Financial report council approved a reduction of \$11,064,322 for capital works 2019/20 to be carried over to 2020/21. It was expected that the remaining capital works program for 2019/20 be completed before 30 June however due to poor weather conditions throughout June it has resulted in additional projects not being completed.

These projects already have works committed or are part way through construction therefore it is proposed the unspent funds from the incomplete projects totalling \$61,234 are carried over for completion early 2020/21 and to be funded from the carried forward surplus from 2019/20.

The projects include:

Parks: Eastern Foreshore Softfall Renewal \$9,091

Parks: Mogum Reserve Softfall Renewal \$23,400

Parks: Kerosene Tank Bunding \$6,071

The 2019/20 Shared Path project for Cox Bay was unable to be completed before 30 June due to initial demolition works uncovering reticulation control cabling and pipes. This required the original design to be revisited and therefore slowed the construction of stage 1 resulting in the project not being completed before end of financial year.

Roads: Shared Path Cox Bay \$22,672

Additional Operating Carryover Projects to 2020/21

Water Sensitive Urban Design (WSUD) Prioritisation Project

The Water Sensitive Urban Design (WSUD) Prioritisation Project is a study into the application of WSUD opportunities across all the City's drainage catchments to improve amenity, water quality, localised flooding issues and provide additional public open space. The project was funded in the 2019/20 budget for \$80,000 with a contract agreed to early in 2020 but not completed in the 2019/20 financial year. The remaining budget for this project was not carried over, therefore approval is requested to utilise the unspent funds of \$52,859 in the 2019/20 carried forward surplus to fund the project and allow for this study to be completed.

Corporate Communications Website Development and Dual Signage Projects

The 2019/20 budget included funding for the City's website development and dual signage for the City of Mandurah buildings as part of the organisation brand refresh that was endorsed by Council on 17 December 2019. The website development was not able to be completed prior to the end of the financial year as a result of delays experienced during the COVID-19 closures. The dual naming signage project was also unable to be completed due to the final report not being presented to Council until 23 June Council meeting. To allow for the final stages of the above projects to be completed in July 2020, approval is requested for the unspent funds from 2019/20 of \$22,250 for the website development and \$19,500 for the dual naming signage project be carried over and funded from the carried forward surplus from 2019/20.

Bushfire Mitigation Activity Grant

In July 2020 the City was successful in obtaining funding of \$318,600 for bushfire mitigation activities. This grant is provided as part of the Department of Fire and Emergency Services' Mitigation Activity Fund (MAF) Grants Program to support building the fire management capacity and overall resilience of communities. Funds are to be used for on-ground works to mitigate extreme, very high and high risks on land that is State owned and managed by the Local Government (the land must not be managed by another State Government Department). The external funding will fund all activities and no additional funding is required by the City of Mandurah. It is recommended that the revenue and expenditure of \$318,600 is approved by Council to leverage the grant opportunity to undertake bushfire mitigation activities.

Conclusion

If the City does not manage its finances adequately and allows budget expenditure to exceed allocation then the City will be unable to fund services that have been approved through the budget process. By submitting the budget variation requests to Council as they arise it allows identification of financial implications and ensures there is nil effect on the budget adopted.

NOTE:

- Refer **Attachment 2.1 Monthly Financial Report**
Attachment 2.2 Schedule of Accounts (electronic only)

RECOMMENDATION

That Council:

- 1 Receives the Financial Report for June 2020 as detailed in Attachment 2.1 of the report.
- 2 Receives the Schedule of Accounts for the following amounts as detailed in Attachment 2.2 of the report:

Total Municipal Fund	\$ 6,706,388.51
Total Trust Fund	\$ <u>998,052.40</u>
	\$ <u>7,704,340.91</u>
- 3 Approves the increase of capital revenue of \$2,000* for the 2019/20 capital project Mandurah Croquet Club Shade Structures.
- 4 Approves the transfer of \$24,917* from Bonds & Deposits lodged with Council to be held in the Asset Management Reserve for future use.
- 5 Approves the transfer of \$886,618* from Cash in Lieu of Public Open Space to be held in the Asset Management Reserve for future use.
- 6 Approves the transfer to unspent grant reserve of \$13,456* for unspent funds in the Cub Connect Program in 2019/20. Approves increase in operating expenditure in 2020/21 of \$13,456* for recreational services club connect program to be funded from the unspent grant reserve.
- 7 Approves the following budget variations for 2020/21 annual budget:
 - 7.1 Unbudgeted operating expenditure of \$150,000* for the development of a business case for the proposed redevelopment of the City Centre precinct.
 - To be funded from a decrease in capital expenditure project Restart Mandurah – Other. Which is the balance of the funds available for the Restart Mandurah Program.
 - 7.2 Increase in operating expenditure of \$100,000* for the community grants program and increase the maximum grant amount from \$3,000 to \$5,000.
 - To be funded from a decrease in capital expenditure project Restart Mandurah – Other. Which is the balance of the funds available for the Restart Mandurah Program.
 - 7.3 Reallocate \$100,000 to be transferred into the Unspent Grants & Contributions Reserve for the 2021/22 community grants program to increase the total funding to \$200,000 and increase the maximum grant amount from \$3,000 to \$5,000.
 - To be funded from a decrease in capital expenditure project Restart Mandurah – Other. Which is the balance of the funds available for the Restart Mandurah Program.
 - 7.4 Unbudgeted capital expenditure in 2020/21 of \$61,234* for the below 2019/20 projects to be carried over to 2020/21. To be funded from 2019/20 carried forward surplus.
 - Parks: Eastern Foreshore Softfall Renewal \$9,091*
 - Parks: Mogum Reserve Softfall Renewal \$23,400*
 - Parks: Kerosene Tank Bunding \$6,071*

- **Roads: SP Cox Bay** **\$22,672***

- 7.5 Unbudgeted operating expenditure in 2020/21 of \$52,859* for Water Sensitive Urban Design (WSUD) Prioritisation Project. To be funded from 2019/20 carried forward surplus.**

- 7.6 Increase in operating expenditure in 2020/21 of \$22,250* for continuation of website development project and \$19,500* for completion of dual naming signage project. To be funded from 2019/20 carried forward surplus.**

- 7.7 Unbudgeted expenditure of \$318,600* for bushfire mitigation activities which are to be funded through an additional operating grant of \$318,600* from DFES.**

****ABSOLUTE MAJORITY REQUIRED****

Monthly Financial Report

June 2020



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

TABLE OF CONTENTS

Statement of Financial Activity by Program	2
Statement of Financial Activity by Nature or Type	3
Note 1 Statement of Financial Activity Information	4
Note 2 Cash and Investments	5
Note 3 Receivables	6
Note 4 Disposal of Assets	7
Note 5 Tenders Awarded	10
Note 6 Capital Acquisitions	11
Note 7 Borrowings	17
Note 8 Operating Grants and Contributions	19
Note 9 Non Operating Grants and Contributions	20
Note 10 Approved Budget Amendments	21
Note 11 Proposed Budget variations for Council Approval	28
Note 12 Explanation of Material Variances	29

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

STATUTORY REPORTING PROGRAMS

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Governance		5,856	5,856	8,405	2,549	43.53%	▲
General Purpose Funding - Rates		80,527,716	80,527,716	80,579,499	51,783	0.06%	
General Purpose Funding - Other		3,785,290	3,785,290	6,409,734	2,624,444	69.33%	▲
Law, Order and Public Safety		942,662	942,662	1,052,533	109,871	11.66%	▲
Health		355,000	355,000	270,379	(84,621)	(23.84%)	▼
Education and Welfare		458,776	458,776	468,445	9,669	2.11%	
Community Amenities		14,541,376	14,541,376	14,492,281	(49,095)	(0.34%)	
Recreation and Culture		6,200,603	6,200,603	6,396,841	196,238	3.16%	
Transport		2,600,269	2,600,269	2,717,777	117,508	4.52%	
Economic Services		1,414,591	1,414,591	1,603,000	188,409	13.32%	▲
Other Property and Services		328,820	328,820	505,938	177,118	53.86%	▲
		111,160,959	111,160,959	114,504,832	3,343,873	3.01%	
Expenditure from operating activities							
Governance		(6,772,141)	(6,772,141)	(6,642,774)	129,367	1.91%	
General Purpose Funding		(2,029,090)	(2,029,090)	(1,917,921)	111,169	5.48%	
Law, Order and Public Safety		(4,323,954)	(4,323,954)	(4,646,151)	(322,197)	(7.45%)	
Health		(2,037,397)	(2,037,397)	(2,017,260)	20,137	0.99%	
Education and Welfare		(4,276,101)	(4,276,101)	(4,163,987)	112,114	2.62%	
Community Amenities		(18,597,827)	(18,597,827)	(17,910,698)	687,129	3.69%	
Recreation and Culture		(45,211,136)	(45,211,136)	(41,662,325)	3,548,811	7.85%	
Transport		(29,042,619)	(29,042,619)	(26,906,840)	2,135,779	7.35%	
Economic Services		(5,924,936)	(5,924,936)	(5,497,336)	427,600	7.22%	
Other Property and Services		(11,457,355)	(11,457,355)	(12,656,991)	(1,199,636)	(10.47%)	▼
		(129,672,556)	(129,672,556)	(124,022,283)	5,650,273	4.36%	
Non-cash amounts excluded from operating activities	1(a)	34,032,335	34,032,335	31,195,946	(2,836,389)	(8.33%)	
Amount attributable to operating activities		15,520,738	15,520,738	21,678,495	6,157,757	(39.67%)	
Investing Activities							
Non-operating grants, subsidies and contributions	8	11,169,433	11,169,433	11,190,237	20,804	0.19%	
Proceeds from disposal of assets	4	1,641,731	1,641,731	1,025,181	(616,550)	(37.55%)	▼
Purchase of property, plant and equipment	6	(25,641,685)	(25,641,685)	(21,880,878)	3,760,807	14.67%	▲
Amount attributable to investing activities		(12,830,521)	(12,830,521)	(9,665,460)	3,165,061	24.67%	
Financing Activities							
Proceeds from New Debentures	7	2,750,000	2,750,000	2,750,000	0	0.00%	
Unspent Loans		1,390,510	1,390,510	1,390,510	0	0.00%	
Prepaid Rates		(3,092,036)	(3,092,036)	(3,200,708)	(108,672)	3.51%	
Payment of lease liability		(1,503,000)	(1,503,000)	(1,663,579)	(160,579)	10.68%	▼
Proceeds from community loans	7	100,000	100,000	99,386	(614)	(0.61%)	
Transfer from Reserves		7,277,682	7,277,682	-	(7,277,682)	(100.00%)	▼
Repayment of Debentures	7	(5,630,871)	(5,630,871)	(6,384,931)	(754,060)	(13.39%)	▼
Transfer to Reserves		(11,672,513)	(11,672,513)	-	11,672,513	(100.00%)	▲
Amount attributable to financing activities		(10,380,228)	(10,380,228)	(7,009,322)	3,370,906	32.47%	
Closing Funding Surplus / (Deficit)	1(c)	53,989	53,989	12,747,713	12,693,724	23511.69%	

KEY INFORMATION

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

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

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

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

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

BY NATURE OR TYPE

	Ref Note	Annual Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening Funding Surplus / (Deficit)	1(c)	7,744,000	7,744,000	7,744,000			
Revenue from operating activities							
Rates		80,527,716	80,527,716	80,579,499	51,783	0.06%	
Operating grants, subsidies and contributions		2,159,854	2,159,854	3,872,118	1,712,264	79.28%	▲
Fees and charges		23,671,960	23,671,960	24,329,338	657,378	2.78%	
Interest earnings		1,395,000	1,395,000	1,414,321	19,321	1.39%	
Other revenue		3,403,429	3,403,429	4,284,962	881,533	25.90%	▲
Profit on disposal of assets		3,000	3,000	24,594	21,594	719.80%	▲
		111,160,959	111,160,959	114,504,832	3,343,873	3.01%	
Expenditure from operating activities							
Employee costs		(46,195,388)	(46,195,388)	(46,470,426)	(275,038)	(0.60%)	
Materials and contracts		(43,321,134)	(43,321,134)	(40,822,915)	2,498,219	5.77%	
Utility charges		(3,876,467)	(3,876,467)	(3,954,800)	(78,333)	(2.02%)	
Depreciation on non-current assets		(33,708,335)	(33,708,335)	(30,976,855)	2,731,480	8.10%	
Interest expenses		(1,030,728)	(1,030,728)	(505,408)	525,320	50.97%	▲
Insurance expenses		(1,013,504)	(1,013,504)	(811,401)	202,103	19.94%	▲
Other expenditure		(200,000)	(200,000)	(202,930)	(2,930)	(1.47%)	
Loss on disposal of assets		(327,000)	(327,000)	(277,545)	49,455	15.12%	▲
		(129,672,556)	(129,672,556)	(124,022,283)	5,650,273	4.36%	
Non-cash amounts excluded from operating activities	1(a)	34,032,335	34,032,335	31,195,946	(2,836,389)	(8.33%)	
Amount attributable to operating activities		15,520,738	15,520,738	21,678,495	6,157,757	(39.67%)	
Investing activities							
Non-operating grants, subsidies and contributions	8	11,169,433	11,169,433	11,190,237	20,804	0.19%	
Proceeds from disposal of assets	4	1,641,731	1,641,731	1,025,181	(616,550)	(37.55%)	▼
Payments for property, plant and equipment	6	(25,641,685)	(25,641,685)	(21,880,878)	3,760,807	14.67%	▲
Amount attributable to investing activities		(12,830,521)	(12,830,521)	(9,665,460)	3,165,061	24.67%	
Financing Activities							
Proceeds from new debentures	7	2,750,000	2,750,000	2,750,000	0	0.00%	
Unspent Loans Utilised		1,390,510	1,390,510	1,390,510	0	0.00%	
Prepaid Rates		(3,092,036)	(3,092,036)	(3,200,708)	(108,672)	3.51%	
Payment of lease liability		(1,503,000)	(1,503,000)	(1,663,579)	(160,579)	(10.68%)	▼
Proceeds from community loans	7	100,000	100,000	99,386	(614)	(0.61%)	
Transfer from reserves		7,277,682	7,277,682	-	(7,277,682)	(100.00%)	▼
Repayment of debentures	7	(5,630,871)	(5,630,871)	(6,384,931)	(754,060)	(13.39%)	▼
Transfer to reserves		(11,672,513)	(11,672,513)	-	11,672,513	100.00%	▲
Amount attributable to financing activities		(10,380,228)	(10,380,228)	(7,009,322)	3,370,906	32.47%	
Closing Funding Surplus / (Deficit)	1(c)	53,989	53,989	12,747,713	12,693,724	23511.69%	

KEY INFORMATION

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

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

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

(a) Non-cash items excluded from operating activities

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

	Notes	Annual Budget	YTD Budget (a)	YTD Actual (b)
		\$	\$	\$
Non-cash items excluded from operating activities				
Adjustments to operating activities				
Less: Profit on asset disposals		(3,000)	(3,000)	(24,594)
Movement in pensioner deferred rates (non-current)		0	0	108,335
Movement in employee benefit provisions (non-current)		0	0	(142,195)
Add: Loss on asset disposals		327,000	327,000	277,545
Add: Depreciation on assets		33,708,335	33,708,335	30,976,855
Total non-cash items excluded from operating activities		34,032,335	34,032,335	31,195,946

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

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

		Budget Closing 30 Jun 2019	Budget Closing 30 Jun 2020	Year to Date 30 Jun 2020
Adjustments to net current assets				
Less: Reserves - restricted cash		(31,592,143)	(35,986,974)	(31,592,143)
Less: Unspent loans		(1,751,101)	0	0
Less: Capital Commitments		(2,426,444)	0	0
Less: ESL debtors		0	0	24,411
Less: Prepaid Rates		3,092,036	0	(3,200,708)
Less: Clearing accounts		0	0	153,049
Add: Borrowings	7	4,960,705	5,630,866	(1,424,226)
Add: Lease liability		0	0	(1,663,579)
Add: Provisions - employee		4,886,154	4,452,000	4,886,154
Add: Loan Facility offset		0	0	0
Total adjustments to net current assets		(22,830,793)	(25,904,108)	(32,817,042)

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

Current assets				
Cash and cash equivalents	2	45,552,853	42,137,189	52,846,307
Rates receivables	3	3,295,078	3,000,000	3,740,154
Receivables	3	3,079,788	3,645,750	2,433,924
Other current assets		1,349,951	450,000	405,916
Less: Current liabilities				
Payables		(8,843,628)	(9,191,971)	(4,188,178)
Borrowings	7	(4,960,705)	(5,630,871)	1,424,226
Contract liabilities		(183,071)	0	(3,316,501)
Lease liabilities		0	0	1,663,579
Provisions		(8,715,473)	(8,452,000)	(9,444,672)
Less: Total adjustments to net current assets	1(b)	(22,830,793)	(25,904,108)	(32,817,042)
Closing Funding Surplus / (Deficit)		7,744,000	53,989	12,747,713

CURRENT AND NON-CURRENT CLASSIFICATION

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

	Total Amount	Interest rate	Total calculated interest Earnings	Institution	S&P rating	Deposit Date	Maturity Date	Term days
	\$	\$	\$	\$				
Cash on hand								
Westpac Municipal Bank Account	21,192,513	Variable		Westpac	AA-	NA	NA	
Westpac Trust Bank Account	211,969	Variable	NA	Westpac	AA-	NA	NA	
Visitors Centre	4,597	Variable	NA	Westpac	AA-	NA	NA	
	21,409,079							
Municipal Investments								
Muni 10 - 9652-46197	29,695	1.05%	309	ANZ	AA-	1/10/2019	1/10/2020	366
MNS 31 - 582058	3,092,900	1.00%	3,600	Westpac	AA-	29/05/2020	30/06/2020	32
MNS 60 - 582007	337,796	1.05%	311	Westpac	AA-	29/05/2020	30/06/2020	32
	3,460,391							
Reserve Investments								
Reserve 28 - 74-528-7456	3,036,451	1.07%	8,079	NAB	AA-	21/04/2020	21/07/2020	91
Reserve 30 - 78-911-3263	3,035,328	1.18%	8,903	NAB	AA-	7/04/2020	7/07/2020	91
Reserve 31 - 78-920-6945	3,036,432	1.05%	7,928	NAB	AA-	24/04/2020	24/07/2020	91
Reserve 32 - 33713404	3,013,967	0.56%	4,202	Commonwealth	AA-	25/05/2020	24/08/2020	91
Reserve 33 - 93-656-8445	3,030,540	1.23%	9,265	NAB	AA-	2/04/2020	2/07/2020	91
Reserve 34 - 72-684-2987	3,032,049	1.07%	8,067	NAB	AA-	22/04/2020	22/07/2020	91
RNS 31 - 581565	6,806,409	1.00%	5,962	Westpac	AA-	29/05/2020	30/06/2020	32
RNS 60 - 581573	3,197,631	1.05%	2,941	Westpac	AA-	29/05/2020	30/06/2020	32
	28,188,806							
Trust Investments								
Trust 10 - 93-656-8445	87,292	1.07%	232	NAB	AA-	22/04/2020	22/07/2020	91
Bonds NS 90 - 582066	3,409,416	1.10%	2,404	Westpac	AA-	29/05/2020	30/06/2020	32
	3,496,709							
Total	56,554,985		62,204					

Interest revenue

Investment Interest Accrued	62,204
Investment Interest Matured	647,937
Rates Interest	704,180
	1,414,321

Interest Earned

\$1,414,321

Trust Funds

Cash At Bank	211,969
Investment	3,496,709
	3,708,678

Total Municipal and Reserve Funds 52,846,307

Loan Offset Facility	Amount	Interest rate on loans	Interest Saved	YTD Interest Saved
Westpac	0	2.71%	19,980	323,907

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
\$52.85 M	\$24.66 M

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

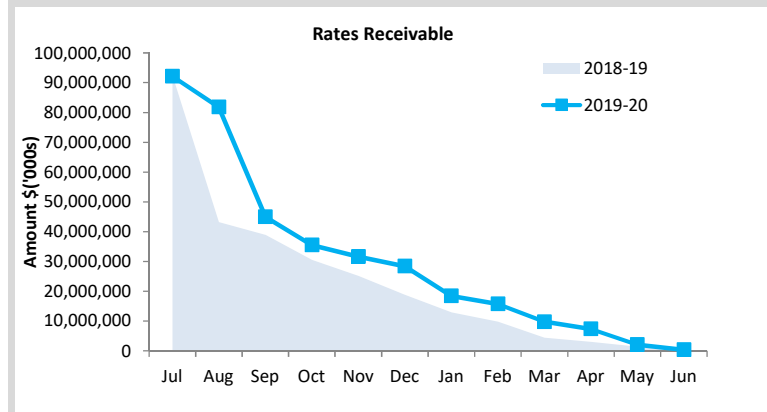
**OPERATING ACTIVITIES
NOTE 3
RECEIVABLES**

Rates Receivable	30 June 2019	30-Jun-19	30 Jun 20
	\$		\$
Opening Arrears Previous Years	2,943,000	2,943,000	3,295,078
Rates levied	78,487,059	78,487,059	80,212,522
Less - Collections to date	(78,134,981)	(78,134,981)	(79,767,446)
Equals Current Outstanding	3,295,078	3,295,078	3,740,154
Net Rates Collectable	3,295,078	3,295,078	3,740,154
% Collected	96%	96%	95.5%
No. of Legal Proceedings Commenced for the 2019/20 year			6
No. of properties > \$10,000 outstanding			32
No. of properties between \$3,000 and \$10,000 outstanding			266
Value of Rates Concession			76,896
Value of Rates Exemptions			1,960,488

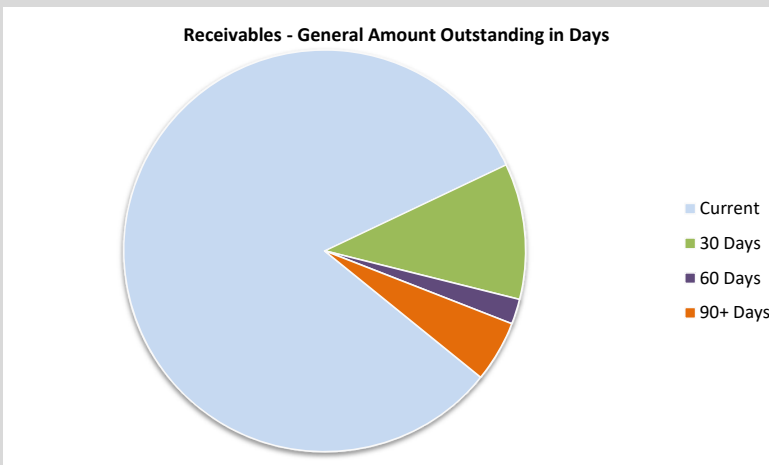
Receivables - General	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Balance per Trial Balance						
Sundry receivable		102,176	266,328	48,954	120,054	537,513
Recreation Centres		67,753				67,753
Mandurah Ocean Marina		37,913				37,913
GST receivable		665,770				665,770
Infringements		1,019,300				1,019,300
Pensioners rates and ESL deferred		12,288				12,288
Other Receivables		93,387				93,387
Total Receivables General Outstanding		1,998,588	266,328	48,954	120,054	2,433,924
Percentage		82.1%	10.9%	2%	4.9%	

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
95.5%	\$3,740,154



Debtors Due
\$2,433,924
Over 30 Days
18%
Over 90 Days
5%

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
		\$	\$
Land			
	Sale of Land in Port Mandurah	600,000	363,695
Light Passenger Vehicles - Replacement			
HYUNDAI EXCEL AUTO ACTIVE 5 DR HATCH	Marina - Works and Services (C00116)	8,831	0
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	OHS - Sustainable Development (C00216)	13,385	17,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Community Festivals and Events (C004)	12,222	13,327
TOYOTA RAV4 AUTO GX 2WD 5DR WGN	Planning Services - Sustainable Development (C01216)	13,410	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Asset Management - Works and Services (C02316)	12,384	0
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Planning Services - Sustainable Development (C02616)	12,425	13,009
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Projects Coordinator - Works and Services (C044)	12,212	14,145
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Sustainable Development - Building Services (C056)	12,216	12,327
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Engineering Design and Development - Works and Services (C06116)	13,160	12,691
MITSUBISHI OUTLANDER AUTO LS 5DR WGN	Senior Citizens Centre Coordinator - People and Communities (C063)	12,214	12,782
FORD MONDEO AUTO AMBIENTE WAGON	Principal Environmental Officer - Sustainable Development (C071)	11,122	12,100
MAZDA 6 5DR WAGON	Manager - Sport, Recreation & Events (C00419)	30,000	26,873
Light Commercial Vehicles - Replacement			
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE	Health Services - Sustainable Development (U00316)	20,756	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks North - Works and Services (U007)	18,493	0
FORD RANGER DUAL CAB 4X4 PICKUP	Works Construction - Works and Services (U01616)	19,948	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Environmental Health Services - Sustainable Development (U02117)	19,555	23,236
FORD RANGER DUAL CAB 4X4 PICKUP	Surveying Services - Works and Services (U02216)	20,355	0
TOYOTA HILUX DUAL CAB 4X4 TRAYBACK UTE	Parks Natural Areas - Works and Services (U029)	18,493	23,236
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U03216)	17,689	0
MITSUBISHI TRITON 2X4 CAB/CHASSIS	Citybuild Works and Services (U039)	11,374	18,691
ISUZU D'MAX DUAL CAB 2X4 PICKUP	Facilities Management - Works and Services (U051)	17,272	15,964
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05216)	19,699	0
FORD RANGER SINGLE CAB 4x4 TRAYBACK	Traffic Management - Works and Services (U05316)	21,371	0
FORD RANGER DUAL CAB 4X4 TRAYBACK UTE WITH CANOPY	Parks Central - Works and Services (U05416)	17,908	0
FORD RANGER DUAL CAB 2X4 PICKUP	Parks Central - Works and Services (U05816)	18,573	17,555
FORD RANGER DUAL CAB 2X4 TRAYBACK UTE WITH CANOPY	Parks Assets - Works and Services (U05916)	20,400	0
HOLDEN COLORADO SPACE CAB 4X4 CAB/CHASSIS	Rangers - Sustainable Development (U069)	15,094	0
HOLDEN COLORADO DUAL CAB 2X4 PICKUP	Sustainable Development Management - Sustainable Development (U07017)	16,407	15,964
FORD RANGER DUAL CAB 4X4 PICKUP	Landscaping Services - Works and Services (U07317)	17,442	22,555
Trucks & Buses Replacements			
NISSAN-UD 280 SINGLE CAB TWO WAY TIPPER	Works Construction - Works and Services (T002)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1000S	Civil Maintenance - Works and Services (T005)	0	0
HINO 500 SINGLE CAB THREE WAY TIPPER	Civil Maintenance - Works and Services (T006)	0	0
HINO 300 SINGLE CAB TRAY WITH KEVREK 1500	Civil Maintenance - Works and Services (T007)	0	0
HINO 500 SINGLE CAB TWO WAY TIPPER	Civil Construction Drainage - Works and Services (T026)	0	0
HINO -MACDONALD JOHNSTON VS650 ROADSWEeper	Civil Maintenance - Works and Services (T051)	74,326	0
Trailers			
2.0-4.5T FLAT TOP 5x2.5M WITH RAMP SOUTHWEST	Parks Southern - Works and Services (V001)		

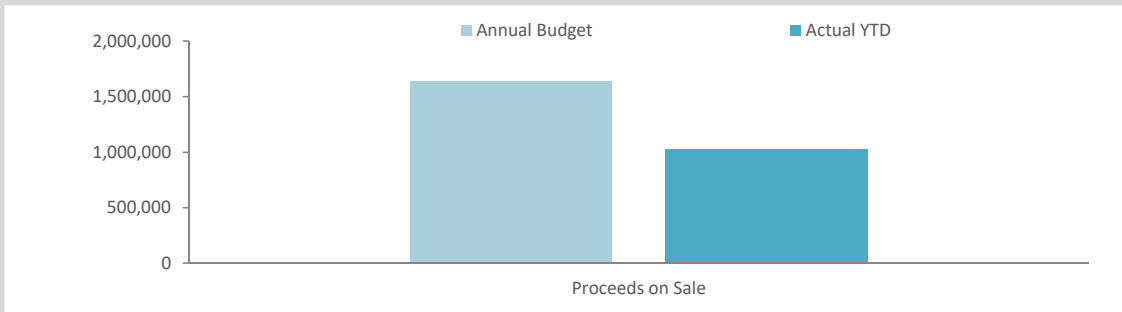
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 JUNE 2020**

**OPERATING ACTIVITIES
NOTE 4
DISPOSAL OF ASSETS**

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
2.0-4.5T SIGN TRAILER	Works Construction - Works and Services (P011) Environmental Services - Sustainable Development	2,700	0
0.9T 2.1x1.2M BOX WITH RAMP	(P044)	0	0
2.0-4.5T TANDEM MOWER TRAILER WITH RAMP	(P140)	2,040	2,212
2.0-4.5T TANDEM BOX TRAILER WITH RAMP	(P143)	0	0
Parks & Mowers			
KUBOTA 72" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M00216)	7,500	6,582
ISEKI 72" OUTFRONT DECK MOWER	Parks Southern - Works and Services (M00316)	7,250	5,774
ISEKI 60" OUTFRONT DECK MOWER	Parks Northern - Works and Services (M01616)	7,250	4,977
TORO REELMASTER SIDEWINDER 3100D	Parks Central - Works and Services (M023)	5,821	0
TORO 72" ZERO TURN MOWER	Parks Southern - Works and Services (M02616)	7,000	0
DEUTSCHER H660-II SELF POWERED ROTARY MOWER	Parks Assets - Works and Services (M100)	0	0
TORO 60" TURBO ZERO TURN MOWER	Parks Central - Works and Services (M032)	7,643	8,018
RED EXIM VERTI DRAIN AERATOR	Parks Northern - Works and Services (N021)	10,600	0
HOWARD HD150CR MOWER ROTASLASHER	Parks Assets - Works and Services (N023)	0	0
NEW HOLLAND BOOMER 3050 TRACTOR	Parks Northern - Works and Services (P602)	0	0
Miscellaneous Equipment >\$1500			
NISSAN MODEL 25 FORKLIFT	Parks Southern - Works and Services (L003) Manager Operations Services Manager - Works and	4,181	4,747
KOMLETE SCREEN PLANT	Services (P013) Environmental Health Services - Sustainable	15,240	9,744
SPRAY UNIT MOTOR AND PUMP	Development (P045)	500	0
ROADLINES SCRABBING MACHINE	Works Construction - Works and Services (P049)	100	83
PILOT K50SI SILENT COMPRESSOR AND INSTALL	Cityfleet - Works and Services (P054)	1,100	0
TOPCON TP-4LGV PIPE LASER	Civil Construction - Works and Services (P094)	790	959
ERS TURBO WASH PARTS WASHER	Cityfleet - Works and Services (P095)	0	0
JASMAN ELECTRIC STEAM CLEANER	Cityfleet - Works and Services (P098)	100	0
BENDPAK HOIST	Cityfleet - Works and Services (P114)	1,480	0
Plant Disposed from 2018/19 budget			
HINO 700 FS2844 SINGLE CAB TIPPER TRUCK DSL MAN18SP			
PBB BODY TARP	Works Construction - Works and Services (T029)	52,505	52,505
ISUZU SINGLE CAB TRAY WITH KEVRECK 1500	Projects (T010)	21,492	21,492
KUBOTA F3690 60INCH OUTFRONT MOWER DSL	Plant (M014)	5,981	5,981
KUBOTA F3690 72' OUTFRONT MOWER DSL SIDE			
DISCHARGE	Plant (M004)	9,357	9,350
Trailer Single Axle Tipping Mower	Plant (P1425)	1,723	1,723
TRAILER LOW LOADER FLOAT .	Works Construction - (P182)	12,593	12,593
Kubota RTV 900 XTW 4WD Utility	Parks South Plant (1290) U106	10,913	10,913
TOYOTA RAV4 CV 2WD WAGON ULP AUTO	C075	17,041	17,041
HINO 700 SERIES FS1ELKD TIPER TRUCK	T027	51,679	51,679
Kubota RTV 900 XTW 4WD Utility	Parks Plant (1289) U105	7,226	7,226
ISUZU FTS800 4WD SINGLE CAB WATER TRUCK DSL MAN			
NUFAB 7000L TANK	T014	50,057	48,227
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T013	22,647	0
MITSUBISHI CANTER CREW CAB THREE WAY TIPPER TRUCK			
DSL FEB71 AUTOMATED	T015	22,647	20,647
SCARAB MERLIN ROADSWEEPER ON NISSAN UD MK240 DSL			
MAN/HYDROSTAT	T050	70,867	0
RFQ09-2019 - Supply and Deliver One New 5T Trayback			
Truck with Kevrek Crane.	T004	27,332	28,738

Asset	Asset Description	Budget	YTD Actual
		Proceeds	Proceeds
Plant Disposed - other			
Hyundai Sante FE Elite Wagon Auto DSL	Recreation Services -P1411 C03616	24,600	24,600
Hino 500 S-Cab Flocon Truck Kevrek Crane only	Works and Services - P1333 T022		1,553
Honda Potable Generator	Works and Services - P1042 Q003		234
Screentech Trailer custom made	Works and Services - P472 P031		874
Concrete Saw	Works and Services - P1358 P026		584
Concrete Saw	Works and Services - P1361 P015		584
Concrete Saw	Works and Services - P1201 G110		584
Bomag Tamper Compactor	Works and Services - P1158 G034		334
Honda Generator	Works and Services - P1245 Q015		292
Honda Generator	Works and Services - P1041 U027		334
		1,641,731	1,025,181

KEY INFORMATION



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

**NOTE 5
TENDERS AWARDED FOR THE MONTH**

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

Tender code	Tender Description	Company Awarded to	Contract Term	Contract Amount
				\$

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

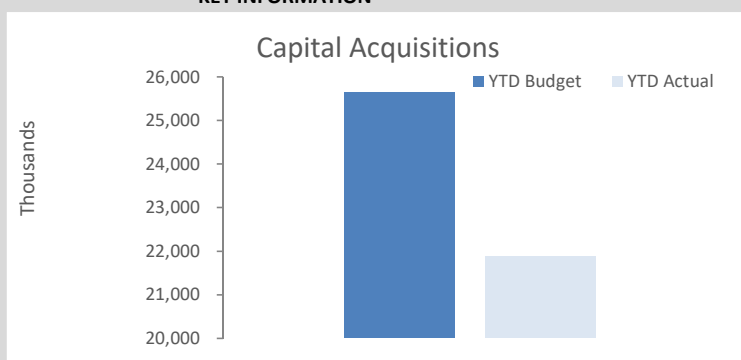
**INVESTING ACTIVITIES
NOTE 6
CAPITAL ACQUISITIONS**

Capital Acquisitions	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	YTD Actual Variance
	\$		\$	\$	\$
Buildings	3,523,900	2,248,863	2,248,863	2,196,899	(51,964)
Equipment	435,532	415,532	415,532	378,656	(36,876)
Machinery	4,064,766	3,082,688	3,082,688	2,704,516	(378,172)
Infrastructure - Roads	11,986,132	9,902,118	9,902,118	8,568,339	(1,333,779)
Bridges	744,980	353,306	353,306	354,846	1,540
Parks	4,221,862	3,397,046	3,397,046	3,094,199	(302,847)
Drainage	1,116,564	922,228	922,228	717,067	(205,161)
Coastal & Estuary	1,610,873	663,420	663,420	518,307	(145,113)
Other Infrastructure	12,012,043	4,656,484	4,656,484	3,348,048	(1,308,436)
Capital Expenditure Totals	39,716,652	25,641,685	25,641,685	21,880,878	(3,760,807)
Capital Acquisitions Funded By:					
	\$		\$	\$	\$
City of Mandurah Contribution	12,862,110	3,829,331	3,829,331	6,915,460	3,086,129
Capital grants and contributions	10,758,324	11,169,433	11,169,433	11,190,237	20,804
Borrowings	8,094,397	4,140,510	4,140,510	2,750,000	(1,390,510)
Other (Disposals & C/Fwd)	1,609,590	1,641,731	1,641,731	1,025,181	(616,550)
Cash Backed Reserves					
Building Reserve	719,448	391,727	391,727	0	(391,727)
Asset Management Reserve	550,000	284,360	284,360	0	(284,360)
Property Acquisition Reserve		379,270	379,270	0	(379,270)
Sustainability Reserve	141,000	19,565	19,565	0	(19,565)
Sanitation Reserve	618,451	144,285	144,285	0	(144,285)
Community Improvements Reserve	53,751	63,698	63,698	0	(63,698)
Traffic Bridge Reserve	495,220	95,220	95,220	0	(95,220)
Mandurah Ocean Marina Reserve	92,128	127,128	127,128	0	(127,128)
Unspent Grants & Contributions Reserve	3,436,338	3,340,562	3,340,562	0	(3,340,562)
Carbon Offset Reserve	40,000	0	0	0	0
Specified Area Rates - Port Mandurah Canals	245,895	0	0	0	0
Sportclubs Maintenance Levy Reserve		14,865	14,865	0	(14,865)
Capital Funding Total	39,716,652	25,641,685	25,641,685	21,880,878	(3,760,807)

SIGNIFICANT ACCOUNTING POLICIES

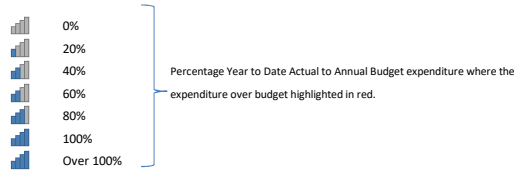
All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current 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
	\$25.64 M	\$21.88 M	85%
Capital Grant	Annual Budget	YTD Actual	% Received
	\$11.17 M	\$11.19 M	100%

Capital Expenditure Total
Level of Completion Indicators



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

Account Description	Adopted Budget	Annual Budget	YTD Budget	YTD Actual	Remaining Unspent Funds	Comment
Buildings						
1632.750578. CSRFF	150,000	62,000	62,000	61,175	825	Completed.
1632.750579. Mh Mustangs FC - Facility Development	174,410	0	0	0	0	Project deferred to 2020/21 following COVID-19 Review.
1632.750580. Peelwood Res - Changeroom Upgrade	21,140	0	0	0	0	Project deferred to 2020/21 following COVID-19 Review.
1632.750581. BDYC Security Upgrade	32,768	32,768	32,768	11,842	20,926	Completed.
1632.750582. Mandurah Library Ablutions Refurbishment	21,140	21,140	21,140	1,140	20,000	Completed.
1632.750583. Museum Garage Area Flooring	11,627	11,627	11,627	10,968	659	Completed.
1632.750584. Tuart Av Community Kitchen Retrofit	264,258	18,058	18,058	17,058	1,000	Project deferred to 2020/21.
1632.750510. CASM Ablution Upgrade	31,711	4,691	4,691	4,691	0	Project deferred to 2020/21.
1632.750585. CASM Sliding Door	21,140	21,140	21,140	20,165	975	Completed.
1632.750586. MARC LED & Lighting Control	52,851	8,671	8,671	8,671	0	Project deferred to 2020/21.
1632.750587. Coodanup Community Centre Ablution	73,993	73,993	73,993	51,893	22,100	Construction complete. Finances to be finalised.
1632.750588. Owen Avenue Ablution	158,554	11,664	11,664	12,707	(1,043)	Project cancelled following COVID-19 Review. Relisted in 2020/21 Ablutions-New Program.
1632.750589. Admin Building First Floor Carpet	52,851	14,316	14,316	14,316	(0)	Project deferred to 2020/21.
1632.750591. Civic Chamber Meeting Rooms	84,563	40,160	40,160	88,053	(47,893)	Project carried over to 2020/21 in May FR. Construction 95% complete. Carryover review to be undertaken in July to reflect true carryover balance.
1632.750590. Civic Building HVAC Replacement	10,570	12,370	12,370	12,370	0	Completed.
1632.750592. MARC Aquatic Window Control Gear	40,168	40,168	40,168	26,818	13,350	Completed.
1632.750593. MARC Roof Access Walkways	63,422	43,422	43,422	37,901	5,521	Completed.
1632.750594. Museum House Asbestos Removal	79,278	79,278	79,278	59,924	19,354	Completed.
1632.750595. Museum Rear Roller Door Replacement	15,855	15,855	15,855	14,550	1,305	Completed.
1632.750596. Museum Window Frames Replacement	26,426	26,426	26,426	29,035	(2,609)	Completed.
1632.750600. Facility Glazing Compliance Upgrade	60,251	54,902	54,902	10,889	44,014	Completed.
1632.750601. East Mandurah Playgroup Roller Door	10,584	10,584	10,584	5,632	4,952	Completed.
1632.750602. Mechanical Workshop Shade Project	13,741	17,290	17,290	17,366	(76)	Completed.
1632.750603. Southern Ops Transportable Meeting Room	84,563	168	168	168	0	Project to be carried over to 2020/21. Contract awarded.
1632.750604. Falcon Pavilion Roof	26,426	9,213	9,213	9,213	0	Completed.
1632.750605. Port Bouvard SLSC Gear Shed Re-Roof	95,133	102,133	102,133	82,493	19,640	Completed.
1632.750606. South Mh Football Club Pavilion	79,278	79,278	79,278	60,955	18,323	Completed.
1632.750609. Site Main Switchboards	95,133	6,000	6,000	0	6,000	Project to be carried over to 2020/21.
1632.750610. Dolphin Drive MATV Compound	10,468	10,468	10,468	10,330	138	Completed.
1632.750611. Marina Ablution Facility Shed	10,468	8,321	8,321	8,321	(0)	Completed. Savings captured in COVID-19 Review.
1632.750516. Change Rooms Upgrade Program	75,000	6,513	6,513	6,513	1	Project to be carried over to 2020/21.
1632.750520. Northport Reserve, Baloo Crescent Facility	80,000	90,790	90,790	90,790	(0)	Completed.
1632.750567. South Mandurah FC Changerooms (CSRFF)	30,000	34,850	34,850	30,000	4,850	2019/20 stage of project complete. Construction to continue in 2020/21 and to be funded by the Restart Mandurah program.
1632.750572. MMFC Upgrade Rushton North Pav (CSRFF)	65,000	38,177	38,177	38,177	(0)	Completed.
1632.750433. Port Bouvard Surf Life Saving Club	34,818	50,476	50,476	50,476	0	Completed.
1632.750416. SL Peelwood Parade Reserve	23,050	47,800	47,800	47,800	(0)	Completed.
1632.750523. Bush Fire Brigade	440,625	531,449	531,449	503,507	27,942	Completed.
1632.750577. New 60 Peel St Demolition	30,000	23,831	23,831	23,831	0	Completed.
1632.750524. SCC & SIPS Buildings energy upgrades	55,000	47,690	47,690	47,690	(0)	Completed.
1632.750454. MARC/Waste Transfer Station - Solar Plan Phase 5	300,993	1,586	1,586	151,589	(150,003)	Project carried over to 2020/21 in May FR. Works progressed in June quicker than expected. Carryover review to be undertaken in July to reflect true carryover balance.
1632.750501. MARC Systems Integration	110,000	36,995	36,995	22,990	14,005	Completed.

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
1632.750532. Civic Building - Tuckey Room	231,698	173,759	173,759	200,543	(26,784)	Project carried over to 2020/21 in May FR. Carryover review to be undertaken in July to reflect true carryover balance.
1632.750289. RS - MARC Redevelopment Stage 2	7,458	7,663	7,663	7,663	0	Completed.
1632.750573. MARC squash court roof drainage	20,000	3,043	3,043	3,043	0	Completed.
1632.750575. Central Boardwalk	80,000	115,000	115,000	109,593	5,407	Completed.
1632.750451. Bortolo Reserve Sports Lighting	67,488	57,095	57,095	57,095	0	Completed.
1632.750498. Museum Courtroom Interpretation Project		11,561	11,561	11,561	0	Completed.
1632.750550. Indoor Sports Facility		0	0	0	0	Completed.
1632.750612. WMC Tipping Shed Security Doors		60,000	60,000	51,713	8,287	Completed.
1632.750512. Mandurah Library Staff Workroom		0	0	(129)	129	Credit received for works on 2018/19 capital project.
1632.750613. MARC Aquatic Condensation		44,616	44,616	37,581	7,035	Completed.
1632.750614. Museum Office Ceiling Refurbishment		0	0	0	0	Project cancelled following COVID-19 Review.
1632.750615. MSLSC Carpet Replacement		6,000	6,000	6,000	0	Completed.
1632.750616. Park Rd SES Building Workshop Upgrade		15,000	15,000	1,370	13,630	Construction complete. Finances to be finalised.
Bridges						
1634.880011. Mandurah Traffic Bridge Feature Lighting	10,570	10,072	10,072	10,072	1	Completed.
1634.880001. Old Mandurah Bridge	495,220	100,000	100,000	100,000	0	Project to be carried over to 2020/21. Design progressing in line with the plans for the western foreshore redevelopment and reviewing site requirements.
1634.880010. New Bridge boardwalk extension stairway	239,190	243,234	243,234	244,774	(1,540)	Completed.
Parks						
1635.700395. Falcon Reserve Activation Plan	250,639	41,604	41,604	45,396	(3,792)	Project carried over to 2020/21 in May FR. Carryover review to be undertaken in July to reflect true carryover balance.
1635.700396. Falcon Skate Park Upgrade	400,000	240,000	240,000	238,209	1,791	Project to be carried over to 2020/21. Works to be completed mid July.
1635.700397. Fowler Reserve - Cricket Nets	18,000	18,000	18,000	16,980	1,020	Completed.
1635.700398. Rushton Park Development Works	40,000	40,000	40,000	40,000	0	Completed.
1635.700399. Lakelands Community Garden	30,000	0	0	0	0	Project deferred to 2020/21 following COVID-19 Review.
1635.700436. Upgrade Billy Dowers Outdoor Space	32,000	32,000	32,000	35,070	(3,070)	Completed.
1635.700400. Westbury Way Offset Fencing	16,000	13,745	13,745	13,745	0	Completed.
1635.700430. Kerosene Tank Bunding	15,000	15,000	15,000	3,516	11,484	Unspent to be carried over to 2020/21 as tank was not delivered prior to 30/06.
1635.700401. Birchley Reserve Upgrade Stage 2	136,712	136,712	136,712	134,120	2,592	Completed.
1635.700402. Falcon Bay Foreshore Stage 3 of 4	341,780	341,780	341,780	342,284	(504)	Construction complete. Finances to be finalised.
1635.700403. Grahame Heal Reserve	96,838	29,663	29,663	14,958	14,705	Project to be carried over to 2020/21.
1635.700404. Halls Head Recycled Water	227,854	217,854	217,854	122,686	95,168	Construction complete. Finances to be finalised.
1635.700405. Mandjar Square Final Stage	341,780	336,780	336,780	313,098	23,682	Construction complete. Finances to be finalised.
1635.700406. Pebble Beach Boulevard Res 46649	182,282	25,337	25,337	25,337	0	Project to be carried over to 2020/21.
1635.700407. Pinjarra Road East Stage 2	284,817	304,817	304,817	304,513	304	Construction complete. Finances to be finalised.
1635.700408. Riverview Foreshore Stage 2	22,785	17,785	17,785	12,886	4,899	Completed.
1635.700409. San Marco Quays Playground Final Stage	22,785	24,053	24,053	24,053	(0)	Completed.
1635.700410. Westbury Way North side POS Stage 3	227,854	227,854	227,854	223,498	4,356	Construction complete. Finances to be finalised.
1635.700411. Convert Sporting Ovals to SDS	50,000	50,000	50,000	41,896	8,104	Construction complete. Finances to be finalised.
1635.700412. Dawesville Reserve Firebreaks	14,810	14,810	14,810	9,844	4,966	Completed.
1635.700413. Duverney Park Picnic Facilities	22,785	22,785	22,785	22,564	221	Construction complete. Finances to be finalised.
1635.700415. Melaleuca Reserve Shade Sail	30,760	30,760	30,760	31,170	(410)	Completed.
1635.700416. Moorhen Green Upgrade	34,178	34,178	34,178	33,963	215	Completed.
1635.700417. Old Yacht Club Superficial Bore	41,074	41,074	41,074	28,558	12,516	Construction complete. Finances to be finalised.
1635.700414. Jerramungup Gdn/Wittenoorn Turn	28,481	28,481	28,481	23,741	4,740	Construction complete. Finances to be finalised.
1635.700418. Shade Sales Various Sites	113,927	93,927	93,927	88,126	5,801	Construction complete. Finances to be finalised.
1635.700420. Basketball Hoops Renewal	20,000	20,000	20,000	18,134	1,866	Completed.
1635.700421. Eastern Foreshore Softfall Renewal	12,134	12,134	12,134	1,484	10,650	Unspent to be carried over to 2020/21 as liquid rubber could not be poured prior to 30/06, due to poor weather conditions. Works scheduled for 03/07/20.
1635.700422. Louis Dawe Park Renewal	68,356	22,144	22,144	23,639	(1,495)	Project carried over to 2020/21 in May FR. Carryover review to be undertaken in July to reflect true carryover balance.
1635.700423. Mogum Reserve Softfall Renewal	30,000	30,000	30,000	0	30,000	Unspent to be carried over to 2020/21 as liquid rubber could not be poured prior to 30/06, due to poor weather conditions. Works scheduled for 03/07/20.
1635.700424. Olive Road Foreshore Renewal	28,481	17,000	17,000	17,981	(981)	Completed.
1635.700425. Quandong Reserve Renewal	60,000	33,000	33,000	21,052	11,948	Completed.
1635.700426. Rushton Park Fencing Renewal	20,000	20,000	20,000	17,210	2,790	Completed.
1635.700427. Signage	56,963	16,963	16,963	13,486	3,477	Construction complete. Finances to be finalised.
1635.700431. Electric BBQ Replacement	68,708	58,708	58,708	58,696	12	Completed.
1635.700432. Goegrup Lake Boardwalk	63,470	3,470	3,470	0	3,470	Maintenance is currently being undertaken. The capital works required is currently being assessed to determine the scope and financial implications.
1635.700433. Estuary Road Boardwalk	21,237	13,281	13,281	13,281	0	Completed.
1635.700434. Bethyl Corner Renewal	158,554	140,767	140,767	149,224	(8,457)	Completed. Overspend due to additional footing works required to support the wall.
1635.700435. Power Meter Enclosures	95,133	95,133	95,133	53,137	41,996	Completed.
1635.700429. Town Beach Shower	20,937	19,032	19,032	19,032	(0)	Completed.
1635.700364. Mandjar Square Water Feature	199,325	196,736	196,736	196,736	(0)	Completed.

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		Comment
					Funds		
1635.700346. Coote Reserve BMX Track	60,000	65,000	65,000	65,079	(79)	Completed.	
1635.700361. Mandjar Square Stage 3 & 4	90,000	62,150	62,150	62,150	0	Completed.	
1635.700365. Novara Foreshore Stage 3	50,000	106,354	106,354	98,735	7,619	Construction complete. Finances to be finalised.	
1635.700377. MARC improvement to car park area	5,000	4,570	4,570	3,750	820	Project to be carried over to 2020/21.	
1635.700385. Lakes Lawn Cemetery - Signage	9,998	8,316	8,316	6,427	1,889	Completed.	
1635.700387. Parks and Reserves Signage	12,925	0	0	0	0	Carryover budget not required. Completed in 2018/19. Committed PO has been cancelled.	
1635.700389. Lakes Lawn Cemetery Gates/signage	7,500	0	0	0	0	Completed.	
1635.700376. Mandurah Rd median - Gordon to Meadow Sp	40,000	48,491	48,491	48,491	0	Completed.	
1635.700363. Falcon Bay Foreshore Stage 2		17,798	17,798	15,744	2,054	Completed.	
1635.700437. Mandurah Croquet Club Shade Structures		7,000	7,000	520	6,480	Completed.	
Roads							
1636.500946. Flagpole Lighting ADC Buildings	15,855	5,711	5,711	5,711	(0)	Completed.	
1636.500947. Reserve Lighting Device Upgrade	7,000	7,000	7,000	5,390	1,610	Completed.	
1636.500948. Sthn Districts Fire Brigade (Carpark)	54,516	54,516	54,516	55,053	(537)	Construction complete. Finances to be finalised.	
1636.500949. City Centre Parking and Signage	160,385	0	0	0	0	Project cancelled following COVID-19 Review.	
1636.500950. Smart Street Mall Upgrade	1,503,613	503,613	503,613	126,364	377,249	Project to be carried over to 2020/21.	
1636.500951. RC Dower Street	817,747	817,747	817,747	812,409	5,339	Completed.	
1636.500952. RC Mississippi Drive	436,132	341,132	341,132	253,910	87,222	Construction complete. Finances to be finalised.	
1636.500953. RC Peel Street	817,747	567,748	567,748	281,472	286,276	Unspent to be carried over to 2020/21 as weather conditions impacted work schedule. Project to be carried over to 2020/21. Construction 50% completed.	
1636.500954. RC Pinjarra Road	760,839	760,839	760,839	741,887	18,952	Construction complete. Finances to be finalised.	
1636.500955. RR Bailey Boulevard	281,154	291,154	291,154	251,121	40,033	Construction complete. Finances to be finalised.	
1636.500956. RR Beacham Street	365,501	236,006	236,006	236,005	1	Completed.	
1636.500957. RR Clarice Street	275,531	325,531	325,531	325,399	132	Completed.	
1636.500958. RR Creery Street	84,347	80,056	80,056	80,056	0	Completed.	
1636.500959. RR Fernwood Rd/Old Coast Rd	208,054	68,054	68,054	62,163	5,891	Completed.	
1636.500960. RR Gordon Road	281,154	221,154	221,154	221,171	(17)	Completed.	
1636.500961. RR Merrivale Street	404,862	329,561	329,561	342,170	(12,609)	Completed. Overspend due to third party quotations for services being less than what was actually invoiced by the contractor.	
1636.500962. RR Thera Street	337,385	317,385	317,385	193,589	123,796	Project to be carried over to 2020/21. Works for Stage 1 100% complete.	
1636.500963. TM Discretionary Traffic Mgmt	109,033	62,405	62,405	68,153	(5,748)	Project carried over to 2020/21 in May FR. Carryover review to be undertaken in July to reflect true carryover balance.	
1636.500964. TM Old Coast Rd/Rutland Dr Roundabout	109,033	124,033	124,033	122,116	1,917	Completed.	
1636.500965. TM Wilderness Dr/Old Coast Rd	109,033	114,033	114,033	106,177	7,857	Completed.	
1636.500966. CP Aldgate St Realignment Stage 2	81,775	41,776	41,776	42,195	(419)	Construction complete. Finances to be finalised.	
1636.500967. CP Pinjarra Rd/Sutton St	32,710	71,311	71,311	71,080	231	Completed.	
1636.500968. RS Aberdeen Close	15,183	43,245	43,245	43,245	(0)	Completed.	
1636.500969. RS Aberdeen Cl/Balmoral Pde Intersection	10,122	0	0	0	0	Funds reallocated to RS Aberdeen Close.	
1636.500970. RS Achilles Place	67,477	40,510	40,510	40,510	(0)	Completed.	
1636.500971. RS Aldgate St/Parkview St Intersection	16,026	24,120	24,120	18,309	5,811	Completed.	
1636.500972. RS Beam Road	56,230	44,984	44,984	44,683	301	Completed.	
1636.500973. RS Esprit Parkway	140,577	56,685	56,685	56,685	0	Completed.	
1636.500974. RS Ferguson St/Ivanhoe Crs	56,230	43,421	43,421	43,422	(1)	Completed.	
1636.500975. RS Fernwood Rd/Timbers Edge Intersection	56,230	56,230	56,230	49,143	7,087	Completed.	
1636.500976. RS Frankland Place	41,050	56,230	56,230	45,909	10,321	Completed.	
1636.500977. RS Hillway Street	38,517	30,492	30,492	30,492	(0)	Completed.	
1636.500978. RS Leighton Rd/Halls Head Pde	33,176	79,347	79,347	76,253	3,094	Completed.	
1636.500979. RS Lord Hobart Dve/Addingham Blvd	16,869	297,477	297,477	266,476	31,001	Construction complete. Finances to be finalised.	
1636.500980. RS Mississippi Drive	134,954	112,462	112,462	100,634	11,828	Construction complete. Finances to be finalised.	
1636.500981. RS Peel St/Ormsby Tce Roundabout	39,361	84,347	84,347	59,950	24,397	Construction complete. Finances to be finalised.	
1636.500982. RS Peelwood Parade	35,706	85,000	85,000	56,991	28,009	Completed.	
1636.500983. RS Peelwood Pde/Mahogany Dr	25,303	27,903	27,903	27,904	(1)	Completed.	
1636.500984. RS Watersun Drive	84,347	51,809	51,809	51,809	0	Completed.	
1636.500985. RS Yalgor Heights	67,477	23,288	23,288	23,288	(0)	Completed.	
1636.500986. RS Yarri Way	24,180	17,187	17,187	17,187	0	Completed.	
1636.500987. SP Albermarle Close	28,349	0	0	2,349	(2,349)	Funds returned at Budget Review.	
1636.500988. SP Blakeley Street	57,242	51,885	51,885	37,172	14,713	Construction complete. Finances to be finalised.	
1636.500989. SP Boileau Place	19,626	19,663	19,663	19,664	(1)	Completed.	
1636.500990. SP Cox Bay	21,807	26,807	26,807	3,338	23,469	Unspent funds requested to be carried over to 2020/21 as project was not completed prior to 30/06 due to changes required to the scope. Construction 10% complete.	
1636.500991. SP Dichondra Pass	58,333	54,064	54,064	52,842	1,222	Completed.	
1636.500992. SP Duverney Park PAW	70,872	70,872	70,872	65,711	5,161	Completed.	

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		Comment
					Funds		
1636.500993. SP Gillark Street	32,165	42,679	42,679	42,680	(1)	Completed.	
1636.500994. SP Janice Avenue	119,936	98,144	98,144	98,144	0	Completed.	
1636.500995. SP Jubata Gardens	39,252	47,458	47,458	42,481	4,977	Completed.	
1636.500996. SP Lefroy Street	52,881	31,348	31,348	40,027	(8,679)	Completed. Estimated savings were identified in May after construction was completed and reallocated to project SP Old Coast Rd. However two late invoices were received for the preparation of the footpath prior to concrete laid resulting in the overspend.	
1636.500997. SP Mandurah Road, Erskine	21,807	10,000	10,000	6,789	3,211	Construction not going ahead. Design costs to be finalised.	
1636.500998. SP Missing Links	87,227	87,227	87,227	70,224	17,003	Construction complete. Finances to be finalised.	
1636.500999. SP Oakwood Gate	41,433	39,007	39,007	39,007	(0)	Completed.	
1636.501000. SP Old Coast Road, Halls Head	43,612	53,780	53,780	54,878	(1,098)	Completed.	
1636.501001. SP Orelia Street	28,349	26,901	26,901	26,901	0	Completed.	
1636.501002. SP Pedestrian Crossing Upgrades	54,516	54,516	54,516	37,123	17,393	Construction complete. Finances to be finalised.	
1636.501003. SP Perida Way	26,168	22,739	22,739	22,738	1	Completed.	
1636.501004. SP Sandeland Avenue	25,077	24,092	24,092	24,091	1	Completed.	
1636.501005. SP Sunview Rise PAW	27,803	9,638	9,638	9,638	(0)	Completed.	
1636.501006. SP Swinton Place	25,077	30,897	30,897	24,435	6,462	Completed.	
1636.501007. Bus shelters	63,612	63,612	63,612	51,946	11,666	Construction complete. Finances to be finalised.	
1636.501008. SL Gibson Street	109,033	49,033	49,033	36,385	12,648	Completed.	
1636.501009. SL Lakes Road	76,324	76,324	76,324	75,934	390	Completed.	
1636.501010. SL Minor Improvements	54,516	98,182	98,182	70,841	27,341	Construction complete. Finances to be finalised.	
1636.501011. SL Train Station Access Path	54,516	19,516	19,516	15,876	3,640	Completed.	
1636.501012. Depot Stockpile Upgrades	25,000	50,000	50,000	660	49,340	Construction complete. Finances to be finalised.	
1636.501015. Light Pole Replacement Program	105,703	0	0	0	0	Funds returned at Budget Review. Works to be re-budgeted in the future.	
1636.501016. MOM Canal Light Poles	98,304	78,304	78,304	70,090	8,214	Completed.	
1636.501022. Parks and Reserves LED Program	63,422	63,422	63,422	62,446	976	Completed.	
1636.501017. Port Mandurah SL Rectification Project	52,851	52,851	52,851	51,085	1,766	Completed.	
1636.501018. WMC Out Weighbridge Road Repairs	50,120	50,120	50,120	11,029	39,091	Construction to commence Q4. Forecasted to be completed prior to 30/06.	
1636.501019. WMC Recovery Facility Hardstand	250,602	0	0	0	0	Project to be carried over to 2020/21.	
1636.501021. South Harbour Paving Replacement	78,515	45,459	45,459	45,459	(0)	Completed.	
1636.500798. Dower St - Pinjarra Rd Intersection	381,206	379,369	379,369	378,397	972	Completed.	
1636.500887. Dower Street	261,047	348,861	348,861	349,133	(272)	Completed.	
1636.500889. Lakes Rd	27,312	55,759	55,759	58,250	(2,491)	Completed.	
1636.500892. Smokebush Retreat	132,000	46,033	46,033	41,008	5,025	Construction complete and financially complete.	
1636.500894. Coodanup Drive	90,000	94,360	94,360	94,360	(0)	Project to be carried over to 2020/21. Works will be committed for lighting, however will not be completed by 30/06.	
1636.500904. Yeedong Road	5,000	28,125	28,125	28,771	(646)	Completed.	
1636.500909. Pinjarra Road Carpark	200,000	183,097	183,097	183,097	(0)	Completed.	
1636.500914. Coolibah Avenue Resurfacing	205,000	200,222	200,222	200,222	0	Completed.	
1636.500932. Pedestrian Lighting to PAW	37,472	37,472	37,472	24,344	13,128	Construction complete. Finances to be finalised.	
1636.500942. PTA Bus Embayment - 27636	248,122	235,400	235,400	235,399	1	Completed.	
1636.500943. PTA Bus Embayment - 27635	192,502	189,746	189,746	189,746	(0)	Completed.	
1636.500944. WMC Top Shed Roadworks	30,000	34,165	34,165	34,165	(0)	Completed.	
1636.501023. Dudley Park PS Carpark		86,467	86,467	64,255	22,212	Completed.	
1636.501024. Mandurah Terrace Modifications		19,000	19,000	18,731	269	Completed.	
Drainage							
1637.600155. DR Discretionary Improvements	112,462	112,462	112,462	24,413	88,049	Construction complete. Finances to be finalised.	
1637.600156. DR Donnelly Gardens	11,246	11,246	11,246	8,419	2,827	Completed.	
1637.600157. DR Estuary Heights Place	44,984	44,984	44,984	40,399	4,585	Completed.	
1637.600158. DR Estuary View Road	22,493	37,492	37,492	27,388	10,105	Completed.	
1637.600159. DR Harvey View Drive	16,869	16,869	16,869	9,772	7,097	Completed.	
1637.600160. DR Henson St/Mandurah Tce	33,739	33,739	33,739	26,929	6,810	Construction complete. Finances to be finalised.	
1637.600161. DR Leura Street	84,347	84,347	84,347	71,685	12,662	Completed.	
1637.600162. DR Lord Hobart Drive	67,477	67,477	67,477	56,633	10,844	Completed.	
1637.600163. DR Mulberry Close	22,493	25,293	25,293	25,413	(120)	Completed.	
1637.600164. DR Orion Rd Park Stage 2	112,462	91,743	91,743	95,567	(3,824)	Project carried over to 2020/21 in May FR. Carryover review to be undertaken in July to reflect true carryover balance.	
1637.600165. DR Rialto & Bermuda Plcs Accessway	22,493	7,393	7,393	7,393	0	Completed.	
1637.600166. DR Riverina Avenue	16,869	16,869	16,869	9,342	7,527	Completed.	
1637.600167. DR Spinaway Parade	56,230	226,231	226,231	202,353	23,878	Construction complete. Finances to be finalised.	
1637.600168. DR Sunview Rise	56,230	53,430	53,430	18,606	34,824	Construction complete. Finances to be finalised.	
1637.600169. DR Water Sensitive Urban Design	224,924	0	0	0	0	Funds reallocated at Budget Review to other drainage and road projects.	
1637.600170. DR Yalgorup Drive	11,246	0	0	0	0	Project cancelled following COVID-19 Review.	

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
1637.600152. William/Bertram Road	150,000	37,360	37,360	37,463	(103)	Completed.
1637.600148. City Centre Drainage Upgrade Stage 2	50,000	55,293	55,293	55,292	1	Completed.
Coastal & Estuary						
1639.910095. Avalon Foreshore (Westview Parade)	56,963	50,963	50,963	23,177	27,786	Project to be carried over to 2020/21.
1639.910096. San Remo Beach Universal Access	17,089	17,089	17,089	12,741	4,348	Construction complete and financially complete.
1639.910097. Breakwater Parade Fishing Platform	73,280	51,470	51,470	51,459	11	Completed.
1639.910098. Jetties - ABCDEFGH Main Marina	12,562	7,312	7,312	7,312	0	Completed.
1639.910099. Jetties - J and K	52,342	36,121	36,121	36,121	0	Completed.
1639.910100. Marina Commercial Jetty	52,342	34,352	34,352	34,345	7	Completed.
1639.910101. Marina Sth Harbour MATV Pits	10,468	0	0	0	0	Project cancelled following COVID-19 Review.
1639.910102. South Harbour Upgrade	240,777	286,643	286,643	245,857	40,786	Completed.
1639.910103. Dawesville Channel Fishing Platform	52,342	52,342	52,342	36,005	16,337	Completed.
1639.910104. Mariners Cove Café	31,405	0	0	0	0	Project cancelled following COVID-19 Review.
1639.910105. Parkridge Boat Ramp	73,280	0	0	0	0	Project deferred to 2020/21 following COVID-19 Review. 2019/20 RFBS funding \$16,410 cancelled, required to reapply in 2020/21.
1639.910084. Cambria Island Abutment wall repairs	92,128	127,128	127,128	71,290	55,838	Completed.
1639.910094. Dredging Port Mandurah Entrance	245,895	0	0	0	0	Completed.
1639.910089. Shark Mitigation Project	600,000	0	0	0	0	Carryover project not going ahead.
Equipment						
1640.820171. MARC Basketball Backboards	55,000	55,000	55,000	51,600	3,400	Completed.
1640.820172. Christmas Decorations 2019	190,266	190,266	190,266	182,916	7,350	Completed.
1640.820173. Council Chambers Furniture	190,266	170,266	170,266	144,140	26,126	Completed.
1640.820174. MPAC Orchestra Lift		0	0	0	0	Project to be carried over to 2020/21.
Plant & Machinery						
1641.770001. Light Passenger Vehicles - Replacement	321,510	299,113	299,113	267,633	31,480	
1641.770002. Light Commercial Vehicles - Replacement	642,161	642,161	642,161	591,118	51,043	
1641.770005. Light Passenger Vehicles - New	22,000	22,000	22,000	22,866	(866)	
1641.770018. Light Commercial Vehicles - New	78,500	78,500	78,500	40,283	38,217	
1641.770006. Trucks & Buses Replacements	2,020,384	1,165,206	1,165,206	1,160,202	5,004	
1641.770007. Trailers	135,035	115,362	115,362	103,425	11,937	
1641.770009. Parks & Mowers	363,150	239,845	239,845	211,964	27,881	
1641.770011. Miscellaneous Equipment >\$1500	345,526	384,001	384,001	170,526	213,475	
1641.770008. Construction Vehicles	136,500	136,500	136,500	136,500	0	
Other Infrastructure						
1643.930032. Road Sweeper Spoil	35,000	20,000	20,000	59,226	(39,226)	Construction complete and financially complete. Works progressed in June quicker than expected. Carryover review to be undertaken in July to reflect true carryover balance.
1643.930030. Waterfront Design Project	260,000	379,270	379,270	372,664	6,606	Completed.
1643.930027. Tims Thicket Septage Ponds Upgrade	368,451	0	0	0	0	Project on hold due to pending department approval. Funds in reserve until ready to commence.
1644.000000. Eastern Foreshore	55,129	50,305	50,305	49,105	1,200	Completed. Savings captured in COVID-19 Review.
1646.750496. Lakelands DOS Clubroom Facility	2,325,470	2,757,070	2,757,070	2,194,546	562,524	Project to be carried over to 2020/21. Construction 60% complete.
1646.000000. Lakelands DOS	2,682,890	949,839	949,839	441,160	508,679	Project to be carried over to 2020/21. Tender submissions being assessed.
1647.920027. Eastern Foreshore South Precinct	2,255,420	100,000	100,000	33,500	66,500	Project to be carried over to 2020/21.
1647.920028. Western Foreshore Recreation Precinct	4,029,683	400,000	400,000	197,847	202,153	Project to be carried over to 2020/21.
Grand Total	39,716,652	25,632,820	25,632,820	21,872,019	3,760,801	

Repayments - Borrowings

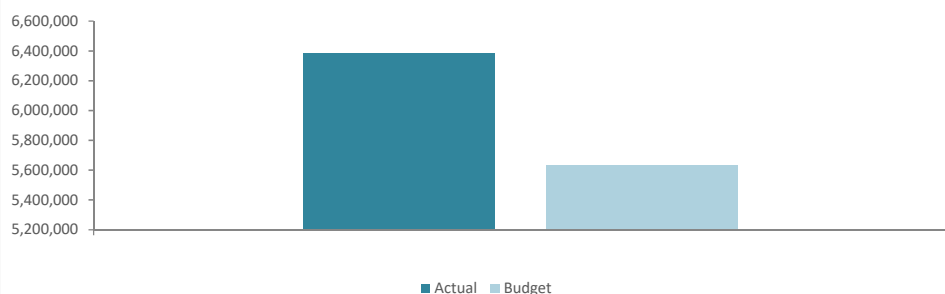
Information on Borrowings Particulars	1 July 2019	New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
		Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
Civic Building - Tuckey Room Extension	500,167			41,308	42,021	458,859	458,146	13,532	18,195
	29,864,688	2,750,000	2,750,000	6,384,931	5,630,871	26,229,753	26,983,817	505,408	1,029,460
Total	29,864,688	2,750,000	2,750,000	6,384,931	5,630,871	26,229,753	26,983,817	505,408	1,029,460
Current borrowings	5,630,871		2,750,000	6,384,931	5,630,871	-1,424,226	5,630,871	505,408	1,029,460
Non-current borrowings	24,233,817					27,653,979	21,352,946		
	29,864,688					26,229,753	26,983,817		

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.

2019/20 Principal Repayments



Principal Repayments

\$6,384,931

Interest Expense

\$505,408

Loans Due

\$26.23 M

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

NOTE 8

OPERATING GRANTS AND CONTRIBUTIONS

Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget	Budget Variations	Annual Budget	YTD Revenue Actual
	\$	\$	\$	\$
Operating Grants and Subsidies				
General purpose funding				
Financial Assistance Grant - General Purpose	845,000		845,000	1,827,540
Financial Assistance Grant - Local Roads	670,000		670,000	1,374,862
Law, order, public safety				
ADF Grant - Alcohol and Drug Foundation	40,000		40,000	28,040
Healthways Grant	0		0	9,750
Operating Grant SES	38,816		38,816	50,754
Operating Grant Southern Districts Fire Brigade	24,624		24,624	30,451
DFES Bushfire Mitigation Funding	0	125,000	125,000	146,425
Lifeguard Service Funding	100,000		100,000	95,667
Education and welfare				
Waterwise Verge Grant	10,000		10,000	10,000
NAIDOC	3,000		3,000	0
International Disability Day Grant	1,000		1,000	0
Lighthouse Project (Local Governments Professionals)	0		0	10,000
Mental Health Initiatives (WA Primary Health Alliance)	0	75,000	75,000	75,000
Digital Springboard Grant	0		0	2,941
BeConnected Grant - Mandurah Library	0		0	2,000
Get Online Week - Mandurah Library	0		0	1,500
BeConnected Grant - Falcon Library	0		0	2,000
Get Online Week - Falcon Library	0		0	1,500
BeConnected Grant - Lakelands Library	0		0	2,000
Get Online Week - Lakelands Library	0		0	1,500
Recreation and culture				
Stretch Festival Grant WA Health Promotion Grant	15,000		0	0
Wearable Art Grant WA Healthy Promotions	58,226		0	0
Gnoonie Youth Football Cup 2019	1,000		1,000	2,000
CHRMAP	37,500		37,500	0
Lotterywest (Childrens Festival Grant)	8,750		6,625	10,000
Lotterywest (Christmas Pageant)	10,000		5,797	10,000
Tourism WA (Crabfest Sponsorship)	139,992		139,992	125,000
Every Club Funding	20,000		20,000	20,000
Friday Night Skillz - DLGSCI	0		15,000	15,840
Community Mental Health & CO	0		0	1,500
Youth Development Recognition Grant	0		1,500	0
Transport				
Public Transport Authority - Bus Shelter Maintenance	0		0	15,848
	2,022,908	200,000	2,159,854	3,872,118
TOTALS	2,022,908	200,000	2,159,854	3,872,118

NON-OPERATING GRANTS AND CONTRIBUTIONS

Non Operating Grants, Subsidies and Contributions Revenue

Provider	Adopted Budget Revenue	Budget Variations	Annual Budget	YTD Revenue Actual (b)
	\$	\$	\$	\$
Non-Operating Grants and Subsidies				
Law, order, public safety				
Shark Mitigation Project	200,000	(200,000)	0	0
Recreation and culture				
Eastern Foreshore South Precinct	2,250,000	0	2,250,000	2,250,000
Western Foreshore Recreation Precinct	2,750,000	0	2,750,000	2,750,000
Tuart Av Community Kitchen Retrofit	99,000	(99,000)	0	0
Marina Floating Public Jetty	128,339	0	128,339	128,340
Parkridge Boat Ramp	56,000	(56,000)	0	0
Falcon Skate Park Upgrade	200,000	(80,000)	120,000	113,662
Lakelands DOS Clubroom Facility	150,000	(50,000)	100,000	100,000
Lakelands DOS Clubroom Facility	60,000	0	60,000	60,000
Lakelands DOS	975,000	(325,000)	650,000	650,000
Change Rooms Upgrade Program	0	50,000	50,000	50,000
Transport				
RC Dower Street	500,000	0	500,000	500,000
RC Peel Street	500,000	(100,000)	400,000	400,000
RC Pinjarra Road	500,000	0	500,000	500,000
RR Merrivale Street	360,000	0	360,000	360,000
RR Beacham Street	325,000	0	325,000	325,000
RR Thera Street	155,708	0	155,708	155,708
TM Wilderness Dr/Old Coast Rd	65,500	0	65,500	66,500
RS Esprit Parkway	125,000	0	125,000	125,000
RS Mississippi Drive	120,000	0	120,000	120,000
RS Watersun Drive	74,935	0	74,935	74,935
Dower Street	200,000	0	200,000	200,000
Lakes Rd	20,000	0	20,000	20,000
Other property and services				
Bush Fire Brigade	381,177	84,000	465,177	469,281
	10,195,659	(776,000)	9,419,659	9,418,426
Non-Operating Contributions				
Recreation and culture				
Port Bouvard Surf Life Saving Club	300,000	0	300,000	300,000
Fowler Reserve - Cricket Nets	1,000	0	1,000	500
Fowler Reserve - Cricket Nets	900	(510)	390	390
MARC Backboards	0	40,000	40,000	40,000
Mandurah Bridge Club	0	0	0	2,000
Mandurah Surf Life Saving Club				5,000
Port Bouvard Surf Life Saving Club				5,000
Mandurah Croquet Club				2,000
Transport				
PTA Bus Embayment - 27636	151,394	(10,217)	141,177	151,394
PTA Bus Embayment - 27635	109,370	(4,539)	104,831	109,370
Dudley Park PS Carpark	0	86,467	86,467	64,255
Mandurah Terrace Modifications	0	10,000	10,000	10,000
Other property and services				
Lakelands Community Infrastructure Contribution	0	1,065,909	1,065,909	1,065,909
Bush Fire Brigade	0	0	0	15,993
	562,664	1,187,110	1,749,774	1,771,811
Total Non-operating grants, subsidies and contributions	10,758,323	411,110	11,169,433	11,190,237

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption		Opening Surplus				(350,000)
1632.750523.	Bush Fire Brigade	Adopted	Capital Expenses			(84,000)	(434,000)
315915.0070.	Fire prevention Capital Grant	Adopted	Capital Revenue		84,000		(350,000)
	Carryover Capital Expenditure Adjustment September Financial Report	Adopted	Capital Expenses		388,552		38,552
	Carryover Capital Grant Funding Adjustment September Financial Report	Adopted	Capital Revenue			(200,000)	(161,448)
	Carryover Capital Reserve Funding Adjustment September Financial Report	Adopted	Capital Revenue		441,767		280,319
	Carryover Capital Loan Funding Adjustment September Financial Report	Adopted	Capital Revenue			(685,695)	(405,376)
	Carryover CoM General Revenue Funding Adjustment September Financial Report	Adopted	Capital Revenue		55,376		(350,000)
1632.750612.	WMC Tipping Shed Security Doors	Adopted	Capital Expenses			(60,000)	(410,000)
1636.501019.	WMC Recovery Facility Hardstand: decreased	Adopted	Capital Expenses		60,000		(350,000)
318910.0050.	Bushfire Mitigation Operating Grant	Adopted	Operating Revenue		292,850		(57,150)
9655.163032.	Bushfire Mitigation Activity	Adopted	Operating Expenses			(292,850)	(350,000)
1636.500968.	RS Aberdeen Close	Adopted	Capital Expenses		24,178		(325,822)
1636.500969.	RS Aberdeen Cl/Balmoral Pde Intersection	Adopted	Capital Expenses			(10,122)	(335,944)
1636.500970.	RS Achilles Place	Adopted	Capital Expenses			(16,869)	(352,813)
1636.500971.	RS Aldgate St/Parkview St Intersection	Adopted	Capital Expenses		3,093		(349,720)
1636.500972.	RS Beam Road	Adopted	Capital Expenses			(11,246)	(360,966)
1636.500973.	RS Esprit Parkway	Adopted	Capital Expenses			(84,347)	(445,313)
1636.500976.	RS Frankland Place	Adopted	Capital Expenses		15,180		(430,133)
1636.500978.	RS Leighton Rd/Halls Head Pde	Adopted	Capital Expenses		51,171		(378,962)
1636.500979.	RS Lord Hobart Dve/Addingham Blvd	Adopted	Capital Expenses		50,608		(328,354)
1636.500980.	RS Mississippi Drive	Adopted	Capital Expenses			(22,492)	(350,846)
1636.500981.	RS Peel St/Ormsby Tce Roundabout	Adopted	Capital Expenses		44,986		(305,860)

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500982.	RS Peelwood Parade	Adopted	Capital Expenses		14,902		(290,958)
1636.500983.	RS Peelwood Pde/Mahogany Dr	Adopted	Capital Expenses		2,812		(288,146)
1636.500984.	RS Watersun Drive	Adopted	Capital Expenses			(22,493)	(310,639)
1636.500985.	RS Yalgor Heights	Adopted	Capital Expenses			(39,361)	(350,000)
1636.500987.	SP Albermarle Close	Adopted	Capital Expenses			(13,907)	(363,907)
1636.500988.	SP Blakeley Street	Adopted	Capital Expenses			(10,357)	(374,264)
1636.500989.	SP Boileau Place	Adopted	Capital Expenses		3,271		(370,993)
1636.500991.	SP Dichondra Pass	Adopted	Capital Expenses			(9,269)	(380,262)
1636.500993.	SP Gillark Street	Adopted	Capital Expenses		9,000		(371,262)
1636.500994.	SP Janice Avenue	Adopted	Capital Expenses			(10,903)	(382,165)
1636.500995.	SP Jubata Gardens	Adopted	Capital Expenses		21,807		(360,358)
1636.500996.	SP Lefroy Street	Adopted	Capital Expenses			(9,269)	(369,627)
1636.500997.	SP Mandurah Road, Erskine	Adopted	Capital Expenses		22,352		(347,275)
1636.500999.	SP Oakwood Gate	Adopted	Capital Expenses			(8,723)	(355,998)
1636.501000.	SP Old Coast Road, Halls Head	Adopted	Capital Expenses		10,904		(345,094)
1636.501005.	SP Sunview Rise PAW	Adopted	Capital Expenses			(2,726)	(347,820)
1636.501006.	SP Swinton Place	Adopted	Capital Expenses			(2,180)	(350,000)
	Loan repayments - refinance	R0002540689	Capital Expenses			(670,166)	(1,020,166)
	Interest repayments - refinance	R0002540689	Operating Revenue		18,904		(1,001,262)
	Loan refinance opening surplus	R0002540689	Opening Surplus(Deficit)		654,006		(347,256)
0555.101024.31012.55	Community Development Operating Grants		Operating Revenue		75,000		(272,256)
9555.101031.	Suicide Prevention Project		Operating Expenses			(75,000)	(347,256)
347810.9083.10	Contribution to MPAC		Operating Expenses			(80,000)	(427,256)
427810.9052.10	Financial Services subscriptions		Operating Expenses		20,000		(407,256)
428800.9000.05	Financial Accounting Salaries		Operating Expenses		60,000		(347,256)
347810.9083.10	Mandurah Performing Arts Centre RVIF works Stage 3		Operating Expenses			(250,000)	(597,256)
347970.0804.98	Transfer from Cultural Reserve		Capital Revenue		225,000		(372,256)
347970.0800.98	Transfer from Building Reserve		Capital Revenue		25,000		(347,256)
1632.750573.	MARC squash court roof drainage		Capital Expenses		15,268		(331,988)
1632.750416.	SL Peelwood Parade Reserve		Capital Expenses			(15,268)	(347,256)
1641.770011.	Replacement crane on T022 Patching Truck		Capital Expenses			(9,680)	(356,936)
1641.770011.	ERS Turbo Wash Parts Washer will not be replaced this		Capital Expenses				(336,078)
455965.0756.97	financial year life of asset to be extended until 2021/22		Capital Expenses		20,858		(337,788)
	Cityfleet Proceeds of Sale		Capital Revenue			(1,710)	(337,788)

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1632.750532.	Civic Building – Tuckey Room		Capital Expenses			(120,000)	(457,788)
1635.700432.	Geogrup Boardwalk		Capital Expenses		60,000		(397,788)
1640.820173.	Council Chamber Furniture		Capital Expenses		20,000		(377,788)
1632.750501.	MARC Systems Integration		Capital Expenses		40,000		(337,788)
1632.750578.	CSRFF program		Capital Expenses		85,000		(252,788)
359915.0070.60	CSRFF Funding - Non Operating Grant		Capital Revenue		50,000		(202,788)
9645.140512.10058.10	Community facility Planning - Design		Operating Expenses		10,000		(192,788)
1632.750516.	Change Rooms Upgrade Program		Capital Expenses			(145,000)	(337,788)
456925.0100.	Non-Operating Revenue		Capital Revenue		1,065,909		728,121
	Lakelands Community Infrastructure reserve		Capital Revenue			(1,065,909)	(337,788)
	Georup Boardwalk unspent loans		Operating Revenue			(43,926)	(381,714)
	Transfer from Sustainability reserve		Operating Revenue			(58,044)	(439,758)
1636.501023.	Dudley Park Primary School		Capital Expenses			(86,467)	(526,225)
381925.0100.72	Dudley Park Primary School - contribution DOE		Capital Revenue		86,467		(439,758)
1632.750567.	South Mandurah FC Changerooms		Capital Expenses			(4,850)	(444,608)
1632.750578.	CSRFF		Capital Expenses		3,000		(441,608)
1632.750606.	South Mandurah Football Club Pavilion		Capital Expenses		1,850		(439,758)
435800.9001.05	Casual Labour - Records		Operating Expenses		10,000		(429,758)
435810.9917.10	Archive Operating - Records		Operating Expenses			(10,000)	(439,758)
435810.9917.10	Archive Operating - Records		Operating Expenses			(27,000)	(466,758)
305810.9051.10	Election expenses		Operating Expenses		27,000		(439,758)
355810.9058.10	Swim School - General Advertising		Operating Expenses		1,500		(438,258)
362810.9058.10	Health and Fitness – General Advertising		Operating Expenses		3,000		(435,258)
363810.9058.10	Café – General Advertising		Operating Expenses		500		(434,758)
467810.9058.10	OSHC – General Advertising		Operating Expenses		1,000		(433,758)
379810.9059.10	Festival & Events - other operating costs		Operating Expenses			(6,000)	(439,758)
1641.770011.	Generator MARC		Capital Expenses			(120,000)	(559,758)
9578.105000.10752.10	MARC Maintenance - Lease Costs		Operating Expenses		40,000		(519,758)
455965.0756.97	Proceeds from Disposal of assets		Capital Revenue		80,000		(439,758)

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500979.	RS Lord Hobart Drive/ Addingham Blvd		Capital Expenses			(230,000)	(669,758)
1636.500956.	RR Beacham Street		Capital Expenses		90,000		(579,758)
1636.500959.	RR Fernwood Rd/ Old Coast Road		Capital Expenses		90,000		(489,758)
1636.500961.	RR Merrivale Street		Capital Expenses		50,000		(439,758)
	BUDGET REVIEW ADOPTION		Opening Surplus(Deficit)		957,839		518,081
	BUDGET REVIEW ADOPTION		Operating Revenue		435,840		953,921
	BUDGET REVIEW ADOPTION		Operating Expenses			(2,774,910)	(1,820,989)
	BUDGET REVIEW ADOPTION		Non Cash Item		3,644,577		1,823,588
	BUDGET REVIEW ADOPTION		Capital Expenses		1,722,259		3,545,847
	BUDGET REVIEW ADOPTION		Capital Expenses			(1,503,000)	2,042,847
	BUDGET REVIEW ADOPTION		Capital Revenue			(1,859,988)	182,859
1636.501024.	Mandurah Terrace Modifications		Capital Expenses			(19,000)	163,859
381925.0100.72	Capital Contribution - Mandurah Terrace business owners		Capital Revenue		10,000		173,859
9667.101902.10058.10	City Centre Activation - Linger Longer Day		Operating Expenses		9,000		182,859
1632.750501.	MARC Systems Integration		Capital Expenses		40,000		222,859
1641.770011.	Miscellaneous Equipment >\$1500 - Generator MARC		Capital Expenses			(40,000)	182,859
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses		117,140		299,999
9655.163032.14000.13	Emergency Management Bushfire Mitigation Project		Operating Expenses			(117,140)	182,859
318910.0050.55	Emergency Management Grants & Subs Op		Operating Revenue		30,000		212,859
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses			(30,000)	182,859
1639.910105.	Parkridge Boat Ramp		Capital Expenses		12,600		195,459
404915.0070.60	Waterways Grants & Subs Non-op Capital Revenue		Capital Revenue			(39,590)	155,869
1639.910097.	Breakwater Parade Fishing Platform		Capital Expenses		21,810		177,679
1639.910100.	Marina Commercial Jetty		Capital Expenses		5,180		182,859
1639.910100.	Marina Commercial Jetty		Capital Expenses		12,810		195,669
1639.910102.	South Harbour Upgrade		Capital Expenses			(12,810)	182,859
	Transfer from Sports Clubs Maintenance Levy Reserve		Other: Transfer Out of Reserve		850		183,709
	Facility Management : Mandurah Sportsman & Football Club.		Operating Expenses			(850)	182,859
9569.104535.10607.10	Furniture. Materials		Capital Expenses		20,000		202,859
1636.501016.	MOM Canal Light Poles		Capital Expenses			(20,000)	182,859
1632.750591.	Civic Chamber Meeting Rooms		Capital Expenses		5,000		187,859
1636.501000.	SP Old Coast Road, Hall Head		Capital Expenses			(5,000)	182,859
1636.500990.	SP Cox Bay		Capital Expenses			(5,000)	182,859
1646.700349.	Lakelands DOS Earthworks		Capital Expenses		431,600		614,459

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1646.750496.	Lakelands DOS Clubroom Facility		Capital Expenses			(431,600)	182,859
1632.750604.	Falcon Pavilion Roof		Capital Expenses		17,213		200,072
1635.700434.	Bethyl Corner Renewal		Capital Expenses			(17,213)	182,859
1636.500995.	SP Jubata Gardens		Capital Expenses		5,000		187,859
1636.500988.	SP Blakeley Street		Capital Expenses			(5,000)	182,859
1636.500978.	RS Leighton Rd/Halls Head Pde		Capital Expenses		5,000		187,859
1636.500971.	RS Aldgate St/Parkview St Intersection		Capital Expenses			(5,000)	182,859
1636.500960.	RR Gordon Road		Capital Expenses		60,000		242,859
1636.500962.	RR Thera Street		Capital Expenses			(60,000)	182,859
1636.501011.	SL Train Station Access Path		Capital Expenses		35,000		217,859
1636.501010.	SL Minor Improvements		Capital Expenses			(35,000)	182,859
455965.0756.97	Proceeds from Disposal of assets		Other: Proceeds From Sale of Assets		30,000		212,859
1641.770001.	Light Passenger Vehicles - Replacement		Capital Expenses			(17,070)	195,789
9667.101901.	City Centre - Winter Wonderland		Operating Expenses		73,000		268,789
9624.102245.	Economic Development Projects - New Projects		Operating Expenses		150,000		418,789
9564.102830.	Cultural Development - Wearable Art General		Operating Expenses		47,000		465,789
0562.102313.	Crabfest Revenue		Operating Revenue			(240,000)	225,789
9562.102313.	Crabfest Expenditure		Operating Expenses			(30,000)	195,789
301950.0711.90	Rate Penalty Interest		Operating Revenue			(60,000)	135,789
347945.0319.85	Facility Management Lease revenue		Operating Revenue			(100,000)	35,789
310810.9200.10	Strategy and Business Performance Corporate Projects		Operating Expenses		7,600		43,389
303810.9059.10	Elected Members Operating Costs		Operating Expenses			(25,000)	18,389
1636.500952	RC Mississippi Drive		Capital Expenses		15,000		33,389
1636.500964	TM Old Coast Rd / Rutland Drive Roundabout		Capital Expenses			(15,000)	18,389
	COVID BUDGET REVIEW ADOPTION		Operating Revenue			(3,370,422)	(3,352,033)
	COVID BUDGET REVIEW ADOPTION		Operating Expenses		3,354,616		2,583
	COVID BUDGET REVIEW ADOPTION		Non Cash Item			(872)	1,711
	COVID BUDGET REVIEW ADOPTION		Capital Expenses		1,000,023		1,001,734
	COVID BUDGET REVIEW ADOPTION		Capital Revenue			(166,410)	835,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Out of Reserve		45,000		880,324
	COVID BUDGET REVIEW ADOPTION		Other: Transfer Into Reserve			(885,103)	(4,779)
1632.750501	MARC Systems Integration		Capital Expenses		15,000		10,221
1632.750575	Central Boardwalk		Capital Expenses			(15,000)	(4,779)
1635.700431	Electric BBQ Replacement Program		Capital Expenses		10,000		5,221
1632.750616	Park Rd SES Workshop Upgrade		Capital Expenses			(10,000)	(4,779)

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
1636.500996	SP Lefroy Street		Capital Expenses		8,000		3,221
1636.501006	SP Swinton Place		Capital Expenses			(8,000)	(4,779)
1637.600168	DR Sunview Rise		Capital Expenses		2,800		(1,979)
1637.600163	DR Mulberry Close		Capital Expenses			(2,800)	(4,779)
	Transfer from Sportsclub Maintenance Levy Reserve		Other: Transfer Out of Reserve		8,865		4,086
	Port Bouvard Surf Lifesaving Club Flooring Replacement		Capital Expenses			(8,865)	(4,779)
9655.163032.14000.05	Emergency Management Bushfire Mitigation Project		Operating Expenses		30,000		25,221
318910.0050.55	Emergency Management Grants & Subs Operating		Operating Revenue			(30,000)	(4,779)
373810.9635.10	Libraries & Learning : Outreach Literacy		Operating Expenses			(40,000)	(44,779)
	Falcon Library Materials & Contracts		Operating Expenses		73,971		29,192
379945.0560.85	Festivals & Events Fees & Charges		Operating Revenue		11,250		40,442
379920.0560.65	Festivals & Events Contributions & Donations		Operating Revenue		13,000		53,442
	COVID BUDGET REVIEW ADOPTION - Amendment		Other: Transfer Out of Reserve		13,830		67,272
440899.9990.49	Project Management - Overhead Allocation		Operating Expenses			(13,216)	54,056
446899.9990.49	Asset Management - Overhead Allocation		Operating Expenses			(614)	53,442
	Capital Works 2019/20 Carryovers		Capital Expenses		11,064,322		11,117,764
	Capital Works 2019/20 Carryovers		Other: Proceeds from Debentures			(2,500,000)	8,617,764
	Capital Works 2019/20 Carryovers		Other: Unutilised Loans			(410,591)	8,207,173
	Capital Works 2019/20 Carryovers		Operating Expenses			(5,165)	8,202,008
	Capital Works 2019/20 Carryovers		Other: Transfer Into Reserve			(7,593,566)	608,442
	Capital Works 2019/20 Carryovers		Capital Revenue			(555,000)	53,442
1641.770011.	Minor Equipment		Capital Expenses		21,178		74,620
1641.770011.	Minor Equipment		Capital Expenses			(20,631)	53,989
1641.770005	Trucks & Buses		Capital Expenses		151,500		205,489
1641.770007	Trailers		Capital Expenses		19,673		225,162
1641.770009	Parks & Mowers		Capital Expenses		72,731		297,893
455965.0756.97	Cityfleet Proceeds Sale of Assets		Other: Proceeds From Sale of Assets			(12,290)	285,603
	Transfer into Plant Reserve		Other: Transfer Into Reserve			(231,614)	53,989
9564.102700.14000.10	Cultural Development - Public Arts Projects		Operating Expenses		250,000		303,989
	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(250,000)	53,989
300960.0750.95	General Purpose Funding - Other Income		Operating Revenue		432,820		486,809
	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(432,820)	53,989
435800.9000.05	Information Management Emp Costs Ordinary Labour		Operating Expenses		22,590		76,579
435810.9118.10	Information Management Materials & Contracts		Operating Expenses			(22,590)	53,989
9638.101613.10057.10	Youth Development Recognition Grants/Sponsorship		Operating Expenses		1,500		55,489

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

**NOTE 10
BUDGET AMENDMENTS APPROVED**

Amendments to original budget since budget adoption. Surplus/(Deficit)
A positive number in the amended budget running balance represents an estimated closing surplus.
A negative number in the amended budget running balance represents an estimated closing deficit

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
0638.101613.32000..55	Youth Development Revenue Operating Grants		Operating Revenue			(1,500)	53,989
1636.500996	SP Lefroy Street		Capital Expenses		4,265		58,254
1636.501000	SP Old Coast Road		Capital Expenses			(4,265)	53,989
1635.700404	Halls Head Recycled Water		Capital Expenses		10,000		63,989
1635.700377	MARC improvement to Car Park Area		Capital Expenses			(10,000)	53,989
1636.500952	RC Mississippi Drive		Capital Expenses		30,000		83,989
1636.501012	Depot Stockpile		Capital Expenses			(15,000)	68,989
1636.500955	RR Bailey Boulevard		Capital Expenses			(10,000)	58,989
1636.500965	TM Wilderness Drive/Old Coast Road		Capital Expenses			(5,000)	53,989
1635.700425	Quandong Reserve Renewal		Capital Expenses		27,000		80,989
1639.910095	Avalon Foreshore (Westview Parade)		Capital Expenses			(7,000)	73,989
1635.700407	Pinjarra Road East Stage 2		Capital Expenses			(20,000)	53,989
1636.500995	SP Jubata Gardens		Capital Expenses		8,600		62,589
1636.500967	CP Pinjarra Road/Sutton Street		Capital Expenses			(8,600)	53,989
447800.9001.05	Landscaping Services Emp Costs Casual Labour		Operating Expenses		17,696		71,685
447810.9051.10	Landscaping Services Materials & Contracts - Consultants		Operating Expenses			(17,696)	53,989
9655.163032.14000.13	Emergency Management Bushfire Mitigation Project		Operating Expenses		167,850		221,839
318910.0050.55	Emergency Management Grants & Subs Op.		Operating Revenue			(167,850)	53,989
				0	29,335,469	(28,931,480)	

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

**NOTE 11
PROPOSED BUDGET VARIATIONS FOR COUNCIL APPROVAL**

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

GL Code	Description	Council Resolution	Classification	Non Cash Adjustment	Increase in Available Cash	Decrease in Available Cash	Amended Budget Running Balance
				\$	\$	\$	\$
	Budget Adoption						53,989
461925.0100.72	Community Facility Mgmt Contribution Non-operating		Capital Revenue		2,000		55,989
300960.0750.95	General Purpose Funding - Other Income		Operating Revenue		24,917		80,906
9598.125007.14000.10	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(24,917)	55,989
300960.0750.95	General Purpose Funding - Other Income		Operating Revenue		886,618		942,607
	Transfer into Asset Management Reserve		Other: Transfer Into Reserve			(886,618)	55,989
9598.125007.14000.10	RSV Administration Club Development		Operating Expenses		13,456		69,445
	Transfer into Unspent Grant Reserve		Other: Transfer Into Reserve			(13,456)	55,989
				0	926,991	(924,991)	

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

NOTE 12
EXPLANATION OF MATERIAL VARIANCES

Picklist
Permanent
Timing

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.
The material variance adopted by Council for the 2019-20 year is 10.00%

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance	
	\$	%			
Revenue from operating activities					
Operating grants, subsidies and contributions	1,712,264	79.28%	▲ Permanent	Financial Assistance Grants received in advance for 2020/21 FY.	N 79.28% ▲
Other revenue	881,533	25.90%	▲ Permanent	Public Open Space Cash in Lieu monies transferred out of Trust module June 2020.	N 25.9%
Profit on disposal of assets	21,594	719.80%	▲ Permanent	Unbudgeted non-cash variance from disposal of assets.	N 719.8%
Expenditure from operating activities					
Interest expenses	525,320	50.97%	▲ Permanent	The loan offset facility allowed for any additional funds throughout the year to offset the loans. This has allowed for less interest and more principal being repaid as the monthly loan repayment remains the same each month.	N 50.97%
Insurance expenses	202,103	19.94%	▲ Permanent	Budgeted insurance expense greater than actual premium paid for the year.	N 19.94%
Loss on disposal of assets	49,455	15.12%	▲ Permanent	Unbudgeted non-cash variance from disposal of assets.	N 15.12%
Investing Activities					
Proceeds from Disposal of Assets	(616,550)	(37.55%)	▼ Permanent	Budgeted sales of assets did not eventuate in 2019/20.	N -37.55% ▼
Capital Acquisitions	3,760,807	14.67%	▲ Timing	Refer to note 4. Carryover review to be undertaken in July to reflect true carryover balance.	N 14.67% ▲
Financing Activities					
Transfer from reserves	(7,277,682)	(100.00%)	▼ Timing	Will be accounted for as part of year end financial process.	N -100%
Payment of lease liability	(160,579)	(10.68%)	▼ Permanent	Paid leases for current year not budgeted for.	N -10.68% ▼
Repayment of debentures	(754,060)	(13.39%)	▼ Permanent	The loan offset facility allowed for any additional funds throughout the year to offset the loans. This has allowed for less interest and more principal being repaid as the monthly loan repayment remains the same each month.	N -13.39% ▲
Transfer to reserves	11,672,513	100.00%	▲ Timing	Will be accounted for as part of year end financial process.	N

3 **SUBJECT:** Rates Concessions 2020/2021
 DIRECTOR: Corporate Services
 MEETING: Council Meeting
 MEETING DATE: 28 July 2020

Summary

Council adopted in the annual budget for 2020/2021 an amount of \$80,000 for rates concessions. These concessions have been in place in previous budgets and Council is requested to again adopt a concession for the following properties:

- 91 Allnutt Street, Mandurah
- 95A Park Road, Mandurah
- 58 Sutton Street Mandurah
- Units 9 to 18 7 Village Mews Wannanup

The City own 95A Park Road and 58 Sutton Street and lease the land and premises to not for profit organisations (lessees). In the current lease agreements, it states that the lessees are responsible for the payment of local government rates. It is recommended that Council authorise the Chief Executive Officer to execute the variation to the lease agreement to remove this obligation on the lessee and make the lessor (City) responsible for the payment of local government rates. The lessee will remain responsible for any rubbish charges and payment of Emergency Services Levy (State Government charge).

Disclosure of Interest

N/A

Location

91 Allnutt Street



95A Park Road



58 Sutton Street



Units 9 to 18 7 Village Mews Wannanup



Previous Relevant Documentation

- Council Minute No 23/06/2020 Annual Budget 2020/2021:

Background

58 Sutton Street Mandurah

58 Sutton Street has had a 100% concession applied since the 2014 rate year. The land and building are owned by the City of Mandurah with Peel Harvey Catchment Council occupying the premises, with the current lease stating that the lessee will be responsible for the local government rates. The City has consistently viewed the PHCC as providing an essential service in the protection of the Peel waterways. There is little doubt that the work it performs has significant value to the Peel community. It is proposed that the concession will only need to be applied for the 2020/2021 financial year and once the variation to the lease agreement has been executed, from 1 July 2021, the City will pay the local government rates and will not need to apply the concession to the lessee.

95A Park Road Mandurah

95A Park Road has had a 100% concession applied since the 2014 rate year. The concession was granted by Council in February 2014 based on the club's charitable status and contribution. The Lions Club is an international charitable organisation whose objective is to provide support in areas such as health, disabilities, youth and emergency services. The land and building are owned by the City of Mandurah with the Club occupying the premises with the current lease stating that the lessee will be responsible for the local government rates. It is proposed that the concession will only need to be applied for the 2020/2021 financial year and once the variation to the lease agreement has been executed, from 1 July 2021, the City will pay the local government rates and will not need to apply the concession to the lessee.

Units 9 to 18 7 Village Mews Wannanup

Units 9 to 18 7 Village Mews have had a 25% concession applied to the Specified Area Rate since the 2011 rate year. A Specified Area Rate (SAR) applies to all Northport properties which have a canal frontage. A small group of properties at 9-18/7 Village Mews, however, do not have exclusive frontage to the canal because there is a public access walkway in front of their properties.

The previous concession was granted because it was believed that the residents that did not have a direct access to the waterway were disadvantaged. In this case, direct access is compromised by a pedestrian walkway.

However, a detailed review of the specified area rates, the purpose, objects and reasons and contributions of both the City and the ratepayers was completed in June 2020 and concluded amongst other matters, the Strata Company have the easement as common property in front of the residents property and are responsible for the canal wall. Therefore, as a result, it is recommended that Council grant a concession for 2020/2021 and write to the affected ratepayers advising that from 1 July 2021, a concession will not be granted due to the Strata Company completely funding the maintenance and replacement of the canal wall outside of their properties, which if they had direct access, it would be the requirement of the ratepayer to cover these costs, when required.

91 Allnutt Street Mandurah

91 Allnutt Street is owned by GP Down South who leases the land and building, known as the Peel Health Hub, on the abovementioned property to the following not-for-profit organisations:

1. GP Down South Peel Youth Medical Service
2. Palmerston Association
3. Allambee Counselling
4. Youth Focus
5. 360 Health and Community
6. JSW Training and Community Services
7. Child and Adolescent Mental Health Service (CAMHS)

Legal advice had previously been obtained confirming that the City cannot grant the landowner the rate exemption because Child and Adolescent Mental Health Service (CAMHS) is not a charity but a State Government service and therefore the land is not used exclusively for charitable purposes.

Council resolved to grant a partial concession based on the percentage of floor area for the charitable organisations. Confirmation has been received by GP Down South that there are no changes to the tenants in the building.

Comment

It is open to Council to grant a concession of up to 100% of property rates. Concessions can only be granted on an annual basis and the renewal of concessions forms part of the annual budget resolution. As with exemptions, concessions only apply to rates and the City's waste management charges and the State Government's Emergency Services Levy remain payable.

There is no policy on the application of rates concessions and consideration is given on a case by case basis.

58 Sutton Street Mandurah

It is recommended that the City apply the 100% concession for the 2020/2021 year and vary the lease agreement with PHCC to remove the onus of rate payment from them.

95A Park Road Mandurah

It is recommended that the City apply the 100% concession for the 2020/2021 year and vary the lease agreement with the Lions Club of Mandurah to remove the onus of rate payment from them.

Units 9 to 18, 7 Village Mews Wannanup

It is recommended that the City apply the 25% concession for the 2020/2021 year and write to the residents informing them of the recent Specified Area Rates review and informing them that the concession will not apply from 2021/2022.

Property	2020/21 SAR	25% concession Amount	2020/21 Amount Due (SAR Only)
9/7 Village Mews WANNANUP WA 6210	\$57.20	14.30	\$42.90
10/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
11/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
12/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
13/7 Village Mews WANNANUP WA 6210	\$57.20	14.30	\$42.90
14/7 Village Mews WANNANUP WA 6210	\$57.20	14.30	\$42.90
15/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
16/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
17/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02
18/7 Village Mews WANNANUP WA 6210	\$61.36	15.34	\$46.02

91 Allnutt Street Mandurah

It is recommended that the City applies the 83% concession for the 2020/2021 year as there has been no changes in the entities occupying the building.

Consultation

N/A

Statutory Environment

Section 6.26 of the *Local Government Act 1995* states:

(2) *The following land is not rateable land —*

...
(g) *land used exclusively for charitable purposes;*

Section 6.47 of the *Local Government Act 1995* states:

Subject to the Rates and Charges (Rebates and Deferments) Act 1992, a local government may at the time of imposing a rate or service charge or at a later date resolve to waive a rate or service charge or resolve to grant other concessions in relation to a rate or service charge.*

** Absolute majority required.*

Regulation 69A of the *Local Government (Financial Management) Regulations 1996* states:

A local government is not to exercise a power to grant a concession in relation to a rate or service charge under section 6.47 of the Act in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

Policy Implications

N/A

Economic Implications

Property	Rate Concession Amount
91 Allnutt Street, Mandurah	\$60,162.88
95A Park Road, Mandurah	\$4,031.39

58 Sutton Street Mandurah	\$4,176.55
Units 9 to 18 7 Village Mews Wannanup	\$150.28
Total	\$68,521.10

Risk Analysis

Council may set a precedent in granting concessions. City officers will commence workshops with Elected Members to develop a concession policy for Council to adopt.

Strategic Implications

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

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

The City has budgeted in the annual budget for 2020/2021 an amount of \$80,000 for concessions. It is open to Council to grant a concession of up to 100% of property rates. Concessions can only be granted on an annual basis

There currently is no policy on the application of rates concessions and consideration is given on a case by case basis.

Council are requested to grant the concessions in line with the recommendations.

RECOMMENDATION

That Council:

- 1 Grants a partial rates concession to the landowner of 91 Allnutt Street, Mandurah of \$60,162.88.
- 2 Grants a 100% rates concession to the landowner of 95A Park Road, Mandurah of \$4,031.39.
- 3 Grants a 100% rates concession to the landowner of 58 Sutton Street, Mandurah of \$4,176.55.
- 4 Grants a 25% rates concession to the landowners of Units 9 to 18, 7 Village Mews, Wannanup totalling \$150.28.
- 5 Authorise the Chief Executive Officer to make variations to the Lions Club of Mandurah for 95A Park Road, Mandurah and Peel Harvey Catchment Council for 58 Sutton Street, Mandurah to remove that the lessee is required to pay local government rates.
- 6 Requests that the CEO write to the landowners of Units 9 to 18, 7 Village Mews, Wannanup informing them of the removal of the 25% concession from the 2021/2022 year.

ABSOLUTE MAJORITY REQUIRED

4	SUBJECT:	Audit and Risk Committee Meeting Dates for 2020 and Appointment of Elected Members to the Restart Mandurah Community Fund
	DIRECTOR:	Corporate Services
	MEETING:	Council
	MEETING DATE:	28 July 2020

Summary

In accordance with section 5.25(1)(g) of the *Local Government Act 1995* (the Act) and regulation 12(1) of the *Local Government (Administration) Regulations 1996*, Council is required to resolve to advertise each year the days and times when Ordinary Council and Committee meetings will be held.

Elected Members have recently requested that the Ordinary Council Meeting agenda be circulated eight business days prior to the Ordinary Council meetings. This will enable Elected Members and the community with additional time to consider the report items. Whilst section 5.5 of the Act requires the meeting agendas to be circulated 72 hours prior to the meeting, circulating the agenda earlier may enable greater community participation.

To enable this to proceed the dates established for the Audit and Risk Committee must now be amended. Council is requested to endorse the Audit and Risk Committee meeting dates for the remainder of 2020 and advertise via local public notice and the City's noticeboards and website.

Post the 2019 Local Government Election, Council resolved to appoint Elected Members to advisory groups, external agencies, working groups and panels. The appointment to the Community Assistance Grants Scheme panel was not included due to the review of the Grants, Sponsorships and Donations Council policies, which is expected to be finalised in October 2020. Due to timing and importance of these grants in the community, it is recommended that Council appoint Elected Members to the Restart Mandurah Community Grants Fund using the criteria that has been established for the Community Assistance Grants Scheme.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.11/1/20 28 January 2020 Structure, Membership, Powers and Duties of Council Committee and Meeting Schedule for 2020
- G.16/12/19 17 December 2019 Membership, Powers and Duties of Council's Strategy and Planning Committee and Council Meeting Schedule 2020
- SP.2/10/19 29 October 2019 Membership, Powers and Duties of Council's Committees and Council Meeting Schedule 2019
- G.24/7/19 23 July 2019 Membership of Council's Committee of Council and Strategy Committee
- G.24/5/18 22 May 2018 Strategy Committee – Amendment to Terms of Reference
- G.34/12/17 19 December 2017 Membership, Powers and Duties of Council's Strategy Committee and Audit and Risk Committee 2017-2019

Background

Traditionally the membership, powers and duties of Council's committees have been set for a two-year period, expiring on the next Local Government Election date. At the Special Council Meeting on 29 October 2019, Council resolved to establish the Audit and Risk Committee and the Executive Committee for a period of two-years, expiring on 15 October 2021. These Committees were established to enable the Council to progress key operational items.

The Community Assistance Grants Scheme is being proposed to be called the Restart Mandurah Community Grants Fund. The following is a summary of the details for Elected Members to consider if interested in nominating for the panel:

Internal Working Groups & Selection Panel Appointments	Previous Representation	Frequency	Vacancy (ies)	Objective
Restart Mandurah Community Grants Fund Contact Officer: Manager Community Development	Crs Jackson, Shane Jones, Lee and Lynn Rodgers	In-house. Two meetings to coincide with funding rounds in August and March (subject to remaining funds). Duration 3 hours (4pm-7pm)	4 Elected Members	The Panel is responsible for evaluating grant applications for Community Grant streams Partnership Fund and Restart Mandurah Community Grants Fund rounds. Opportunities exist for Elected Members to attend community programs and events that the panel approve.

Comment

To enable the Ordinary Council Meeting agendas to be circulated eight business days prior to the Ordinary Council Meetings, the Audit and Risk Committee Meeting dates must now be amended. The table below sets out the current meeting dates and the proposed dates for Council's consideration:

Meeting	Current Date	Proposed Date
Audit and Risk Committee	15 September 2020	8 September 2020
Audit and Risk Committee	7 December 2020	1 December 2020

As part of the June Monthly Financial Report Council report, the budget variation request to utilise \$200,000 from the Restart Mandurah Fund to double the Community Assistance Grants Scheme and increase the maximum grant amount from \$3,000 to \$5,000, for the 2020/21 and 2021/22 financial years. The key objectives of the scheme would include;

- Support increased demand from Mandurah's most vulnerable communities
- Build capacity of community organisations and resident associations
- Increase volunteering, including capacity and training
- Improve access to technology for education and training
- Celebrate and encourage cultural diversity and social inclusion
- Create opportunities for localised smaller scale events (within allowed government restrictions)
- Youth Development, especially initiatives that build capacity and support leadership initiatives
- Celebrate Mandurah's resilience through Arts & Culture
- Build neighbourhood connection.

The Restart Mandurah funding (\$100,000) and the Community Assistance Grant scheme (\$100,000) is called the Restart Mandurah Community Fund for the 2020/2021 financial year with a total funding pool of \$200,000. There will be an increase in funding for the next financial year (2021/22 financial year) by \$100,000, with a total funding pool of \$200,000.

Consultation

Following consultation with Elected Members at the recent Strategic workshop, Officers were requested to circulate the Ordinary Council Meeting Agenda eight business days prior to the Ordinary Council Meeting. This will enable additional time for Elected Members to consider the agenda items.

Statutory Environment

Section 5.5 of the Local Government Act 1995 states:

(1) The CEO is to convene an ordinary meeting by giving each council member at least 72 hours' notice of the date, time and place of the meeting and an agenda for the meeting.

(2) The CEO is to convene a special meeting by giving each council member notice, before the meeting, of the date, time, place and purpose of the meeting.

Local Government (Administration) Regulations 1996 states:

12. Meetings, public notice of (Act s. 5.25(1)(g))

(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which —

(a) the ordinary council meetings; and

(b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.

(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).

Economic Implications

Nil

Risk Analysis

N/A

Strategic Implications

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

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

Council is requested to amend the meeting dates for the Audit and Risk Committee for the remainder of the 2020 calendar year and appoint Elected Members to the Restart Mandurah Community Grants Fund panel.

RECOMMENDATION

That Council:

1. **Approve the following Audit and Risk Committee Meeting dates commencing at 5:30pm, to be held in the Council Chambers, and advertise via local public notice:**

Meeting	Date
Audit and Risk Committee	8 September 2020
Audit and Risk Committee	1 December 2020

2. Approve the following Elected Members to the Restart Mandurah Community Grants Fund Panel:

Councillor _____

Councillor _____

Councillor _____

Councillor _____

5	SUBJECT:	Coastal Hazard Risk Management Adaptation Planning (CHRMAP): Progress Update
	DIRECTOR:	Director Works and Services
	MEETING:	Council Meeting
	DATE:	28 July 2020

Summary

A report on the progress of the Coastal Hazard Risk Management Adaptation Plan (CHRMAP) was submitted to Council for consideration at its meeting held on 26 May 2020.

The recommendation was:

That Council:

1. Acknowledges the significance of the Coastal Hazard Risk Management Adaptation Planning (CHRMAP) process given the vulnerability of Mandurah's coastline.
2. Given the significance of this work, and its importance to our community, request that the City:
 - 2.1. Consults with the Peron Naturaliste Partnership to enhance the CHRMAP community and stakeholder engagement plan;
 - 2.2. Appoints an Elected Member to chair the project steering committee;
 - 2.3. Holds an Elected Member workshop prior to finalising the community and stakeholder engagement plan;
 - 2.4. Engages with all relevant areas of the City, including environment and Works and Services, in the CHRMAP process.
3. Requests the City brings a subsequent report to Council for consideration at the July 2020 Council meeting.

Council is requested to receive this report, noting that it is an interim report and support the next stages of the project framework development.

Disclosure of Interest

Nil

Location

The study area is demarcated by the map below including the coastal zone in the following localities from Roberts Point in Halls Head to Madora Bay in the north. Collectively, these beaches are referred to as Mandurah's northern beaches:



Previous Relevant Documentation

- G.22/5/20 May 2020 An alternative recommendation - Council acknowledged the significance of the Coastal Hazard Risk Management Adaptation Plan process and requested the City to consult with Peron Naturaliste Partnership, appoint an Elected Member to chair a Project steering committee, to hold an Elected Member workshop prior to finalising the Community and Stakeholder Engagement plan and provide a further report to Council for consideration in July.

Background

The City of Mandurah's northern beaches from Roberts Point to Madura Bay are vulnerable to the adverse impacts of coastal erosion and a number of investigations have confirmed this vulnerability. The vulnerability of land use and development within the coastal zone from physical process hazards is expected to increase in the future. While the scientific community has established that human-induced climate change is occurring, uncertainty remains about the magnitude and extent of the impacts. Despite the uncertainty, consideration of coastal hazards and the adaptation management of appropriate planning responses can provide economic, environmental and social benefits.

The City has, in the past, had a number of coastal vulnerability studies for the developed coastal zone between Roberts Point and Madura Bay. Despite these studies being limited by inputs that are not aligned to the State Planning Policy 2.6 – State Coastal Planning Policy (SPP 2.6), they still indicated that portions of the coastline are at risk from erosion hazards over a 100-year planning timeframe.

In accordance with the SPP 2.6, areas at risk of being affected by coastal hazards require a Coastal Hazard Risk Management and Adaptation Plan which should be undertaken by the coastal land manager.

A CHRMAP is a Coastal Hazard Risk Management and Adaptation Plan. This is a strategic planning document that informs community and decision makers about the potential hazards, consequences and actions needed to meet the challenges of sea level rise and the coastal hazards of erosion and inundation (flooding). The CHRMAP identifies areas and assets vulnerable to sea level rise and coastal hazards, and develops strategies to ensure land in the coastal zone is continuously provided for foreshore management, public access, recreation and conservation.

The purpose of this project is to prepare a CHRMAP for the City of Mandurah's developed coastline from Roberts Point to Madora Bay. The preparation of the CHRMAP report will inform stakeholders and the community about:

- Potential risks arising from hazards in the coastal zone
- Key coastal infrastructure and assets at risk within the coastal zone
- Community and cultural values of the coastal zone
- Adaptation pathways and management options that the City and other stakeholders can pursue to address the risks from coastal hazards over time.

The City is strongly being encouraged to adopt a risk management and adaptation planning approach to deal with the adverse impacts of coastal hazards. This approach will ensure these hazards are appropriately factored into decision-making processes regarding assets at risk or potentially at risk, sustainable land use and any future development. The State Planning Policy 2.6 – State Coastal Planning Policy (SPP 2.6) supports a risk management approach and provides the framework for undertaking risk management and adaptation planning for coastal hazards in Western Australia. Australian Standard 5334-2013 also provides a framework for climate change adaptation for settlements and infrastructure.

Ultimately, the CHRMAP will guide investment decisions by the City in terms of the location and maintenance of coastal infrastructure and provide guidance for the development of statutory planning controls.

Comment

From the report to Council in May, an alternative set of recommendations were made. The reason for the alternative motion was to undertake further engagement with the Peron Naturaliste Partnership and hold a workshop with Elected Members before finalising the plan for Council consideration.

The project steps that have been implemented to date include the following:

In 2019/2020, the City called for tenders for consultants to undertake the CHRMAP. Following a competitive tender process, GHD were awarded the contract and commenced the project by completing the preliminary works required by the State Government CHRMAP Guidelines.

A steering committee was formed with the following composition:

Name	Organisation
Ben Bassett	Dept Planning Lands & Heritage
Lilia Palermo	Dept Planning Lands & Heritage (regional)
Lei Tian	Dept of Transport
Craig Perry	Peron Naturaliste Partnership
Joanne Ludbrook	Coastcare
Peter Hick	Community (north)
Stephen Smith	Community (south)
Neil Carroll	City of Mandurah
Chris Abbiss	City of Mandurah
Nick Wright	City of Mandurah
Ann Harrop	City of Mandurah

The following milestone plan was agreed to by the steering committee and outlines the key elements of the CHRMAP:

No.	Milestone	Activities / Deliverables
1	Funding Agreement signed by City of Mandurah and WAPC	
2	Completed Milestone Template	
3	Steering committee membership confirmed	
4	PAYMENT 1 Project Brief, reviewed by steering committee Scope of Works prepared Request for tender out for quotes First invoice submitted	Prepare project brief steering committee members to review project brief and first steering committee meeting to discuss Request for tender advertised
5	Appointment of Consultant	Consultant engaged and contract signed
6	Community and Stakeholder Engagement Strategy	
7	Phase 1: Issues Paper (Establish the Context -refer to CHRMAP guidelines)	Issues Paper and review of existing data
8	Phase 2: Risk Identification	Chapter report
9	Phase 3: Risk Assessment	Chapter report
10	Phase 4: Risk Evaluation	Chapter report
12	<i>1st Progress Report submitted</i>	
13	Phase 5: Identification of adaptation options	Chapter report
14	Phase 6: Assessment of adaptation options	Chapter report
15	PAYMENT 2 Draft Coastal Adaptation Plan, reviewed by steering committee and out for public comment. Second Progress Report and second invoice submitted	Draft Document comprising of chapter reports steering committee to review Draft document Public Advertising of draft document
16	PAYMENT 3 Final Plan updated with public comments and reported back to Council. Final Plan endorsed by Council Publication of Final Plan on website Completion Report and third/final invoice submitted	Update Plan with public comments. Final report endorsed by Council
17	Acquittal - Financial statement	

The project reached Milestone #6 which is the development of a Community and Stakeholder Engagement Strategy.

The consultant has progressed the preliminary works up to the stage of online and on-site surveys of community coastal values and had been working with the City's Communication and Marketing team to commence staff, community and Elected Member workshops prior to Covid-19 restrictions forcing a delay of these workshops. The intention of these workshops is to ensure that all relevant officers and stakeholders with the City of Mandurah have the opportunity to participate in the process if they wish to.

Officers representing the Peron Naturaliste Partnership were invited to provide feedback on the communications plan and the resultant feedback passed onto the consultant.

It is intended to recommence the community consultation phase once the Covid-19 restrictions allow public gatherings.

The coastal vulnerability component of the work has been completed by the consultant and will be available for discussion following a review by the Department of Transport. The next step is to present this to the steering committee.

All members of the steering committee have been given access to all documents pertaining to the project and have provided feedback on the communications package. A steering committee meeting was held with all available members on Wednesday 8 July to discuss progress and inform them of Council's resolution from the 26 May meeting.

Proposed Next Steps

- Steering committee to review draft hazard assessment.
- Plans are currently underway to undertake staff and Elected Member workshops as previously planned.
- New timelines for completion of the project are to be established.
- Commence the community engagement strategy.

Council Resolution May 2020

In response to the Council resolution of May 2020, the following information is provided:

1. *Consults with the Peron Naturaliste Partnership to enhance the CHRMAP community and stakeholder engagement plan;*

Officers from the PNP were invited to participate in the steering committee and subsequently accepted the invitation. Their input was sought in the formulation of the communications plan.

2. *Appoints an Elected Member to chair the project steering committee;*

This request for an Elected Member to be appointed to the steering committee and chair the committee was presented to the existing steering committee on the 8 July. If an Elected Member is nominated to join the steering committee then all information and an induction presentation will be provided. There is no objection from the existing members to this request from Council.

3. *Holds an Elected Member workshop prior to finalising the community and stakeholder engagement plan;*

A briefing was presented to Elected Members on the 7 July.

4. *Engages with all relevant areas of the City, including environment and Works and Services, in the CHRMAP process.*

Engagement of all areas within the City's organisation is encapsulated in the communications plan developed for the project. This process will recommence post Covid-19 restrictions being removed to the point where meetings can be held safely.

Consultation

Elected Member briefing presented on 7 July 2020.

GHD Mandurah Northern Beaches CHRMAP Communications Package (*Attachment 5.3*)

Statutory Environment

State Planning Policy 2.6 – State Coastal Planning Policy

Policy Implications

The CHRMAP should provide a robust foundation for developing a City of Mandurah Coastal Planning Policy.

Economic Implications

The City of Mandurah CHRMAP has a budget of \$150,000. The City received a Coastal Adaptation Planning grant of \$75,000 from the State Government to assist with the funding for the study. The long-term financial plan has notations that allow for expenditure associated with implementing the CHRMAP recommendations but the dollar value of these costs will remain unknown until the CHRMAP is finalised and endorsed by Council.

Risk Analysis

The CHRMAP takes a risk-based approach to both vulnerability and implementation and can be viewed in the State Government CHRMAP Guidelines attached as (*Attachment 5.1 and 5.2*).

Strategic Implications

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

Environment:

- Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making.
- Protect and manage our local natural environment.
- That our actions to manage land-based assets don't adversely impact our waterways.
- Educate our community on global environmental sustainability issues and demonstrate leadership in the field.
- Partner and engage with our community to deliver environmental sustainability outcomes.

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

Conclusion

All coastal zone managers are required to develop a Coastal Hazard Risk Management Adaptation Plan in accordance with the State Planning Policy 2.6 – State Coastal Planning Policy Guidelines.

The City has progressed to the community consultation phase which will be re-commencing once Covid-19 pandemic restrictions are lifted.

In response to the Council resolution of May 2020, which had the primary focus of ensuring a comprehensive communication and consultation plan, this report provides an update on the project status and milestone achievements that have been achieved to-date.

NOTE:

- Refer ***Attachment 5.1 Coastal Hazard Risk Management and Adaptation Planning Guidelines July 2019***

- Attachment 5.2 Coastal Hazard Risk Management and Adaptation Planning Guidelines-
Appendix 4**
- Attachment 5.3 GHD Mandurah Northern Beaches CHRMAP Communications Package**

RECOMMENDATION

That Council:

- 1. Appoint _____ as the Elected Member representative to the Coastal Hazard Risk Management Adaptation Planning Steering Committee with the role of Chairperson.**
- 2. Endorse the Community and Stakeholder Engagement Plan as detailed in Attachment 5.3.**
- 3. Acknowledge that the cost of any actions derived from the implementation of the adaptation plan have been noted in the Long-Term Financial Plan but have not been costed as yet.**



Department of **Planning,
Lands and Heritage**



*We're working for
Western Australia.*

Coastal hazard risk management and adaptation planning guidelines

July 2019

Coastal zones are vulnerable to adverse impacts from inundation and erosion. The risk to the environment from climate change is influenced by the level of preparedness and response of the community and its recovery capacity.

CONTENTS

PART A – OVERVIEW	8
INTRODUCTION	8
i. Purpose	8
ii. Roles And Responsibilities For Managing Coastal Risks	9
iii. Risk management	9
iv. Coastal hazards	12
v. Multi - disciplinary team	12
vi. Governance	13
vii. Staging	14
viii. Integration	15
ix. Terminology and Definitions	15
PART B – GUIDELINES	23
STAGE 1 – ESTABLISH THE CONTEXT	23
1.1 – Purpose	23
1.2 – Objectives	24
1.3 – Scope	25
1.4 – Study Area	26
1.5 – Community and stakeholder engagement	27
1.5.1 – Internal engagement	29
1.5.2 – Values	30
1.6 – Existing controls	31
1.7 – Success criteria	32

STAGE 2 – RISK IDENTIFICATION	33
2.1 – Planning Timeframe and Sea Level Rise	35
2.2 – Hazard identification	35
2.3 – Asset identification	36
2.4 – Hazard mapping	37
STAGE 3 – VULNERABILITY ASSESSMENT	39
3.1 – Sensitivity	40
3.2 – Exposure	40
3.3 – Potential impacts	40
3.4 – Adaptive capacity	40
3.5 – Consequence and Likelihood	41
3.5.1 – Consequence	41
3.5.2 – Likelihood	47
3.6 – Level of risk	50
3.7 – Adaptive Capacity and Asset Vulnerability	53
3.7.1 – Adaptive capacity	53
3.7.2 – Asset vulnerability	55
STAGE 4 – RISK EVALUATION	58
4.1 – Existing controls	58
4.2 – Priorities for treatment	58

STAGE 5 – RISK TREATMENT	59
5.1 – Risk management and adaptation hierarchy	59
5.2 – Risk treatment options	60
5.2.1 – Avoid	60
5.2.2 – Planned or managed retreat	61
5.2.3 – Accommodate	61
5.2.4 – Protect	61
5.2.5 – No regrets	62
5.2.6 – Do nothing	62
5.3 – Multi-criteria analysis and cost benefit analysis	73
5.3.1 – Multi-criteria analysis	73
5.3.2 – Cost benefit analysis	76
5.4 – Risk Management Pathway	77
5.4.1 –Triggers	80
5.4.2 – Planning horizons	83
STAGE 6 – IMPLEMENTATION PLAN	84
6.1 – Land use planning instruments	86
6.2 – Discretionary Decision-making And The Precautionary Principle	86
6.3 – Funding implementation	86
6.3.1 – State Government	87
STAGE 7 – MONITORING AND REVIEW	88
PART C – REFERENCES	89

Tables

Table 1:	Coastal hazards sources and pathways	34
Table 2:	Example of coastal assets and their functions, services and values	36
Table 3:	Example of a consequence (sensitivity) scale for coastal hazards	42
Table 4:	Example of a consequence (sensitivity) scale for coastal hazards ascribed to assets	43
Table 5:	Example of timeframe dependant likelihood (Exposure) scale	47
Table 6:	Example Likelihood (Exposure) of coastal hazards at different timeframes	49
Table 7:	Example of a risk level matrix	50
Table 8:	Example of a risk tolerance scale	51
Table 9:	Example of coastal erosion risk	52
Table 10:	Example of adaptive capacity scale to erosion risk	53
Table 11:	Example of adaptive capacity of assets scale	54
Table 12:	Example of a vulnerability matrix	55
Table 13:	Example of a vulnerability tolerance scale	56
Table 14:	Example of an asset vulnerability risk table	57
Table 15:	Risk treatment options	63
Table 16:	Example MCA criteria	74
Table 17:	Example MCA process steps	74
Table 18:	Example MCA summary of options (for input into CBA)	75
Table 19:	Example trigger, decision-making and measures	82
Table 20:	Example Risk management pathway including triggers, decision-making and measures	83

Figures

Figure 1:	Risk management process flowchart adapted to coastal planning	11
Figure 2.	Staging flowchart	14
Figure 3.	Levels of engagement for community and stakeholder participation	28
Figure 4.	Example of coastal erosion hazard map	38
Figure 5.	Vulnerability assessment flowchart	39
Figure 6.	Vulnerability assessment elements	41
Figure 7:	Example of timeframe dependant likelihood (Exposure) scale	48
Figure 8:	Example Likelihood (Exposure) of coastal hazards at different timeframes	49
Figure 9:	Risk management and adaptation hierarchy	60
Figure 10:	Risk management pathway approach including decision-making trigger points	79
Figure 11:	Adaptation Action Continuum Model	81
Figure 12:	Short-term adaptation actions and timing Gantt chart	85

Appendices

Appendix 1: Consultant Scope of Works	93
Appendix 2: The IAP2 Public Participation Toolbox – Techniques to share information – and the Public Participation Spectrum providing further guidance and information on IAP2	94
Appendix 3: Scope of Works Local Coastal Hazard Assessment	95
Appendix 4: Planned or Managed Retreat - existing planning framework and instruments	96
Appendix 5: Non-market valuation instruments for measuring community values affected by coastal hazards: guidance and an application	97

PART A – OVERVIEW

INTRODUCTION

The vulnerability of assets within the Western Australian coastal zone to coastal hazards such as erosion and inundation is expected to increase in the future. The risk arising from vulnerability of assets is influenced by the level of preparedness and response of the community and its recovery capacity.

While the scientific community has established that anthropogenic climate change is occurring, uncertainty remains about the magnitude and extent of the impacts from these processes and changes. Despite the uncertainty, early consideration of coastal hazards and the management of appropriate planning responses can provide economic, environmental and social benefits.

National and international coastal planning practices are increasingly adopting a risk management approach to deal with uncertainty associated with the potential adverse impacts and their timeframes, arising from coastal hazards. This ensures that risks arising from coastal hazards are appropriately factored into decision-making processes for sustainable land use and development in the coastal zone. The State Government's coastal planning policy State Planning Policy 2.6 Coastal Planning Policy (**SPP 2.6**) requires a risk management approach and provides the framework for undertaking risk management planning for risks arising from coastal hazards in Western Australia. The SPP 2.6 Guidelines published 30 July 2013 Section 4 provides a brief introduction to coastal hazard risk management and adaptation planning (**CHRMAP**). These guidelines provide more detail on CHRMAP and should be read in conjunction with SPP 2.6 and its guidelines. <https://www.dplh.wa.gov.au/spp2-6-coastal-planning>

This publication is designed to assist statutory decision-makers (e.g. local governments, State Government agencies, the Western Australian Planning Commission and the State Administrative Tribunal), landholders and those conducting investigations on their behalf to:

- a) consider the risks arising from coastal hazards through evaluating their consequence and likelihood, and the vulnerability of specific assets
- b) identify risk management responses to those risks arising from coastal hazards
- c) prioritise and implement the risk management responses.

I. PURPOSE

This guideline has been produced to support the implementation of SPP 2.6 by assisting statutory decision-makers, landholders and those conducting investigations on their behalf in developing and implementing effective CHRMAP. They provide an overview and explanation of:

- the process for undertaking CHRMAP
- determining appropriate content for CHRMAP
- assessing vulnerability of assets
- assessing options for appropriate risk management
- implementation of risk management.

II. ROLES AND RESPONSIBILITIES FOR MANAGING COASTAL RISKS

As outlined in the WA Coastal Zone Strategy (2017), governments at all levels and private parties (individuals, businesses and the community) each have important, complementary and differentiated roles in managing risk arising from coastal hazards¹. The overarching principles for managing risk are:

- (i) Private parties are responsible for managing risks to their private assets and incomes. To manage these risks private parties, need to:
 - be aware of the risks and their responsibility for managing them
 - take steps to understand the magnitude and nature of the specific risks to their assets and activities
 - develop and implement strategies and actions to manage the risks.
- (ii) Governments, on behalf of the community, are primarily responsible for managing risk to public goods and public assets which they own and manage. Governments also seek to:
 - develop local policies and regulations consistent with State risk management approaches
 - facilitate building resilience and adaptive capacity within the local community, including providing information about relevant known coastal hazards including erosion and inundation
 - work in partnership with the community to identify and manage risks.

This guideline encourages and guides decision-makers and landholders to address these differing responsibilities through the preparation of CHRMAP plans.

III. RISK MANAGEMENT

CHRMAP should be an integral part of decision-making, as it provides a method for testing risk (uncertainty) arising from coastal hazards and timeframes, and the treatment of this risk. Given that there is a direct relationship between risk and opportunity in all decision-making (trade-offs), decision-makers need to identify, measure and manage the risk arising from coastal hazards, to ensure they capitalise appropriately on those opportunities and achieve their goals and objectives.

Risk is the effects of uncertainty on objectives. It is measured by determining:

- what are the worst credible consequences
- how likely they are to occur.

Adaptation and mitigation is the adjustment (either natural or anthropogenic) of an asset in response to risk that moderates adverse impacts, included in a risk management plan, often as a part of risk treatment options and risk management measures.

Put simply, risk management planning is the practice of systematically identifying risk, understanding coastal hazard impacts, and putting in place controls (being a measure that modifies risk) to manage (adapt to and/or mitigate) consequences and/or likelihood, and risk level and tolerance in association with the affected community and stakeholders.

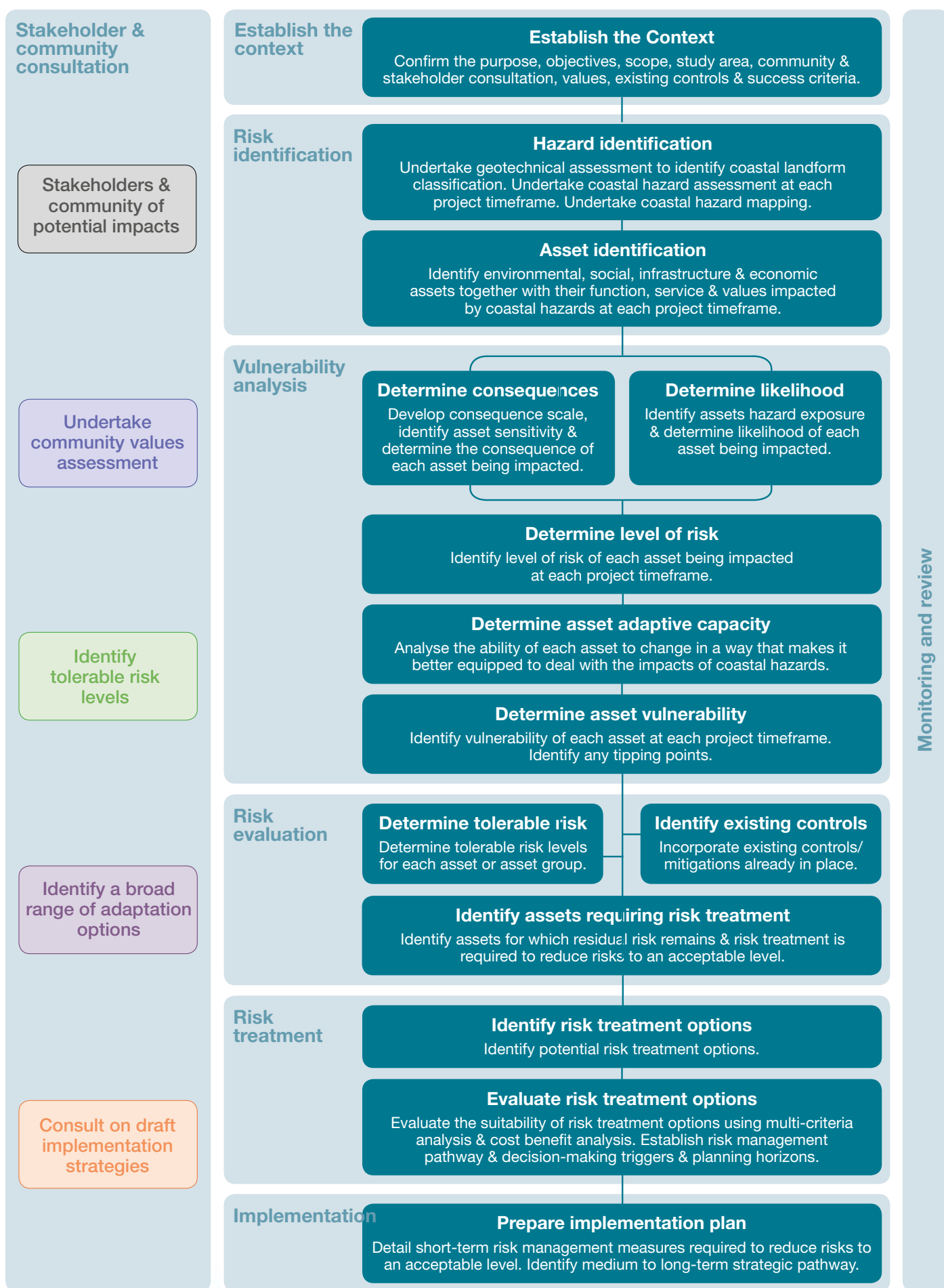
¹ 2012 Council of Australian Governments' (COAG) position statement on the Roles and Responsibilities for Climate Change Adaptation in Australia

Throughout Australia, AS ISO 31000:2018 is commonly used in risk management. This standard provides a set of internationally endorsed principles and guidance on how decision-makers can integrate decisions about risk and responses into their existing management and decision-making processes. In 2013, Standards Australia published AS 5334:2013 *Climate change adaptation for settlements and infrastructure - A risk based approach*, which was adapted from the ISO 31000:2009 to target the potential impacts of climate change on settlements and infrastructure.

The process outlined in SPP 2.6 follows a standardised approach (Figure 1) adapted from the risk management and vulnerability assessment processes identified in *Australian Standard: Risk management - Guidelines* (2018), *Australian Standard: Climate change adaptation for settlement and infrastructure - A risk based approach* (2013), *Climate Change Impacts and Risk Management: A Guide for Business and Government* (2007), *Australian Standard Environmental risk management - Principles and Processes* (2006), and *Climate Change Risk and Vulnerability: Promoting an efficient adaptation response in Australia, Report to the Australian Greenhouse Office* (2005).

Throughout its development, it is important to communicate, consult and involve key stakeholders and the wider community to provide, share and obtain information. This is particularly important because of the inherent diversity of community and stakeholder views. Undertaken effectively, communication, consultation and involvement of the community and stakeholders will contribute significantly to the success of the CHRMAP.

Figure 1: Risk management process flowchart adapted to coastal planning



As a minimum, CHRMAP should follow the preparation stages outlined in this document to ensure a comprehensive and consistent approach is completed. The stages are:

- (i) Establish the Context – Purpose, objectives, scope, study area, community and stakeholder engagement, values, existing controls and success criteria.
- (ii) Risk Identification – Planning timeframe and sea level rise, and hazard and asset identification.
- (iii) Vulnerability Assessment – Sensitivity (consequences), exposure (likelihood), and level of risk, adaptive capacity and asset vulnerability.
- (iv) Risk Evaluation – Existing controls, and assets requiring risk treatment as a priority
- (v) Risk Treatment – Identify risk treatment options (hierarchy - avoid, retreat, accommodate, protect) and evaluate risk treatment options (multi-criteria analysis and cost benefit analysis), short and long-term risk management pathway, decision-making triggers, and planning horizons.
- (vi) Implementation – Plan for short-term risk management, medium to long-term strategic risk management, land use planning instruments and funding.
- (vii) Monitoring and Review.

A standard *Scope of Works* has been formulated (Appendix 1) to assist a decision-making organisation to obtain consulting services to complete the CHRMAP tasks.

IV. COASTAL HAZARDS

Erosion and inundation are the two primary coastal hazards targeted by this Guideline, especially in areas where they are expected to be exacerbated by sea-level rise. This is discussed in detail in Sections 2.1 *Planning timeframe and sea level rise* and 2.2 *Hazard identification*.

V. MULTI - DISCIPLINARY TEAM

CHRMAP sits within the land use and development planning process and outcomes are required to be implemented through the Western Australian planning framework and its instruments. CHRMAP involves several stages that require a broad range of professional input. Ideally, the process will be led by planning professionals with support and assistance from other professions.

VI. GOVERNANCE

A Steering Committee should be established to provide guidance and oversight on, and make decisions in relation to, all aspects of the CHRMAP process.

BOX 1 – example of Steering Committee membership

Where CHRMAP is being undertaken for a local government, it is important that the Steering Committee includes input and representation from all their major functional areas, including but not limited to:

- strategic and statutory planners
- asset and facility managers
- risk managers
- community and development consultation managers
- service managers
- finance staff
- coastal engineers
- emergency management coordinators
- natural resource/sustainability/environmental management staff
- marketing and communications staff
- education officers

As risk management requires ongoing and sustained commitment it is also important to have the commitment from champion(s) of the process, such as elected members and executive staff. This will enable a coordinated organisation-wide approach that is necessary to achieve desired outcomes.

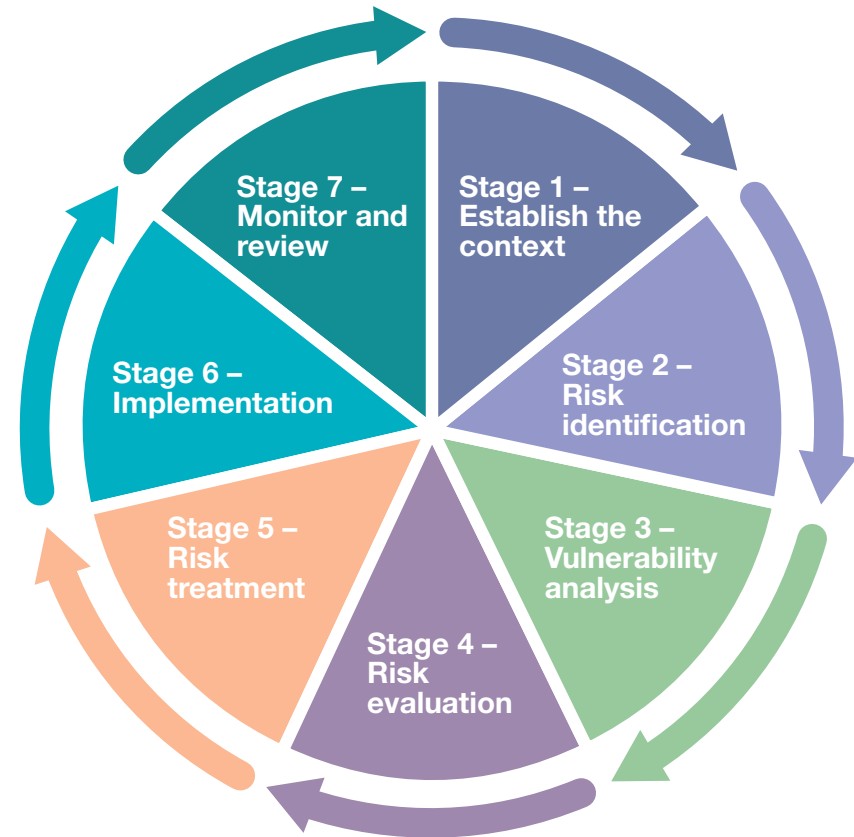
(Adapted from State of NSW and Office of Environment and Heritage 2011)

VII. STAGING

To simplify the CHRMAP process, its preparation should be completed in stages consistent with those identified in Section 1.3 *Risk management*. Staging enables for a structured, systematic approach to the process. Each stage should have clearly identified project deliverables. Figure 2 indicates the stages of the CHRMAP process.

After each stage, the project deliverables should be reviewed and signed off by the steering committee, prior to subsequent stages being initiated.

Figure 2: Staging flowchart





Department of **Planning,
Lands and Heritage**



*We're working for
Western Australia.*

ATTACHMENT 5.2

Coastal hazard risk management and adaptation planning guidelines

July 2019

Appendix 4 Planned or managed retreat - existing planning framework and instruments

CONTENTS

1	Introduction	3
1.1	Principles	3
2	How to formulate a position of planned or managed retreat	5
2.1	Coastal hazard risk management and adaptation planning	5
3	Implementing planned or managed retreat	5
3.1	Structure planning (First mechanism)	5
3.2	Local planning scheme amendment (Second mechanism)	5
	State Planning Policy 2.6 State Coastal Planning Policy	5
	Special Control Area	6
3.3	Taking of land (Third mechanism)	6
	How to determine when land needs to be transferred to the public realm	7
	Cost of taking land	8
4	Special circumstances	8
	Region scheme	8
	Planning Control Area declarations	8
	Improvement plans and schemes	8
5	Alternative mechanisms	9
	Reservation of land	9
	Appendix 1: Local Planning Scheme Amendment Process	10
	Appendix 2: Special Control Area Text	11
Figures		
	Figure 1: Process Flowchart	4
	Figure 2: Trigger 1 – Distance	7

1 Introduction

There are existing private assets along the Western Australian coastline that are currently vulnerable to coastal hazards.

These hazards, and the associated risks to private assets, are likely to intensify over time. It is important to recognise this problem and that the adaptation option of 'planned or managed retreat' is often the most efficient, effective and equitable response to such hazards.

Examples or model integrated government programs for coordinated planned or managed retreat of private property do not currently exist locally or nationally for coastal decision-makers to follow or implement. Notwithstanding this, coastal decision-makers will need to be proactive in coastal planning with regard to planned or managed retreat and its planning and funding pathways.

This document outlines the existing planning framework and instruments within which planned or managed retreat could be implemented. It applies where existing or proposed development is within an existing subdivision or developed area, as it is these locations that are currently, and increasingly vulnerable to coastal hazards, with limited opportunities to introduce less vulnerable forms of use or development through planning control.

The approach of planned or managed retreat is based on principles of social, environmental and economic sustainability and adheres to objectives set out in *State Planning Policy 2.6 State Coastal Planning Policy* (SPP 2.6). The approach adheres to the principles for sustainable land use and development on the coast and adaptive risk management as required by the *Planning and Development Act 2005* (PD Act) and SPP 2.6, respectively.

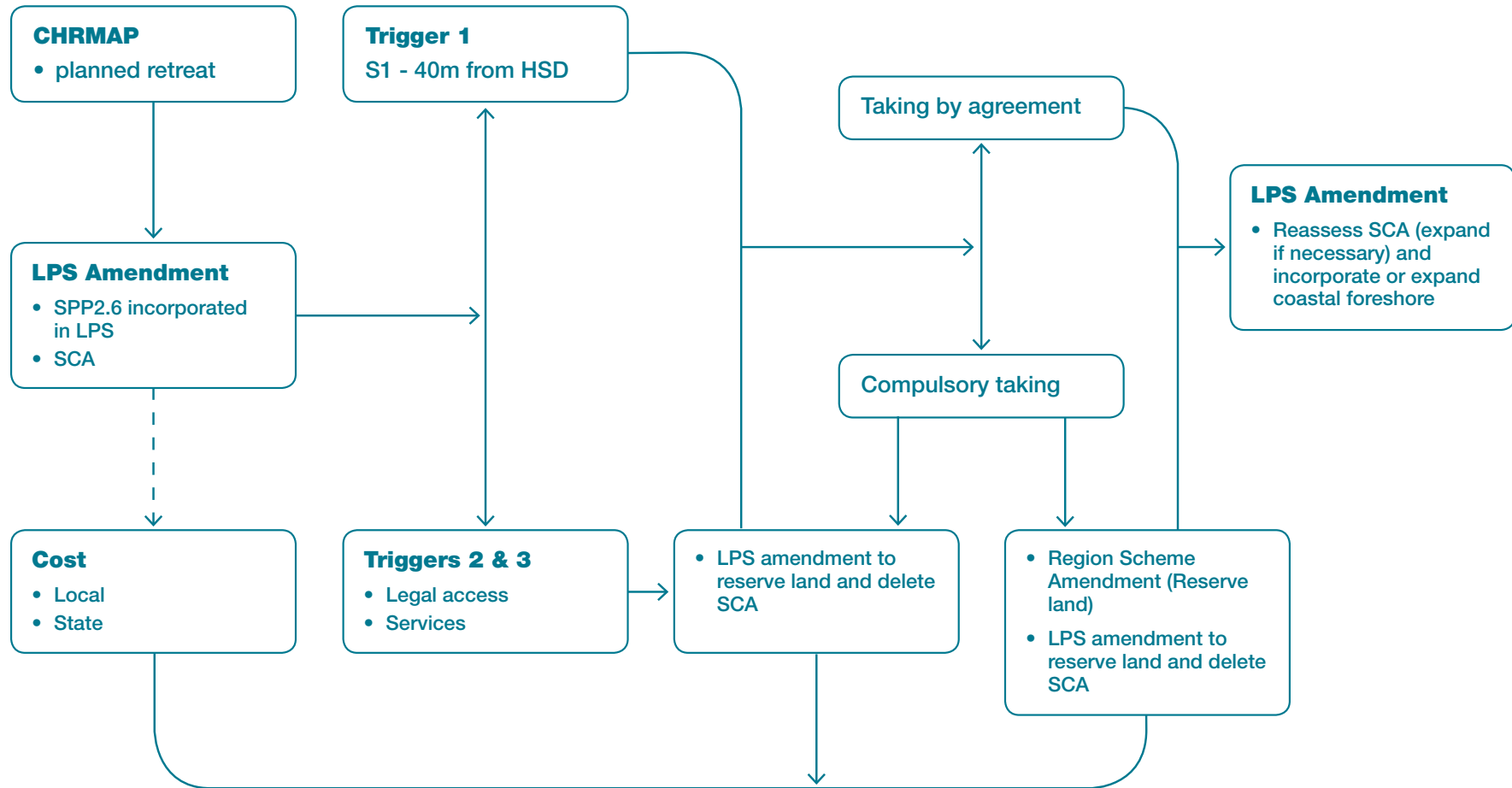
The approach ensures the ongoing responsible and sustainable management of the coastline for the benefit of the whole community. It ensures ongoing provision of a coastal foreshore reserve and beach amenity and continuing and undiminished public access to beaches.

It is a planning approach which contemplates existing development or land uses being able to continue until the coastal hazard risk becomes unacceptable. Removal of 'at risk' development is recommended under certain circumstances which should be identified and articulated through a comprehensive Coastal hazard risk management and adaptation planning (CHRMAP) process (Figure 1).

1.1 Principles

- a) To ensure land in the coastal zone is continuously available for coastal foreshore management, public access, recreation and conservation.
- b) To ensure public safety and reduce risk associated with coastal erosion and inundation.
- c) To avoid inappropriate land use and development of land at risk from coastal erosion and inundation.
- d) To ensure land use and development does not accelerate coastal erosion or inundation risks; or have a detrimental impact on the functions of public reserves.

Figure 1: Process flowchart



2. How to formulate a position of planned or managed retreat

2.1 Coastal hazard risk management and adaptation planning

A comprehensive CHRMAP process should be undertaken as per the policy requirements of cl. 5.5 of SPP 2.6.

The CHRMAP process ensures an appropriate risk assessment is undertaken and the establishment of a management planning framework is formulated to deal with coastal hazards.

The results of this process will inform and enable the adoption of a planned or managed retreat policy to guide implementation.

3. Implementing planned or managed retreat

Planned or managed retreat involving reducing or ceasing private land uses can be implemented through several mechanisms.

Generally, the first step involves changing the local planning scheme to reflect this policy. The second step, which occurs at a later stage once it has been determined under the scheme that private use should cease, contemplates the transfer of affected land from private to public ownership.

3.1 Structure planning (First mechanism)

In areas where some degree of comprehensive redevelopment of land remains an option, structure planning will consider risks identified in the CHRMAP process to feed into subdivision conditions which may, for example, address land requirements to accommodate coastal risks.

3.2 Local planning scheme amendment (Second mechanism)

A local planning scheme (**LPS**) amendment will be required, informed by SPP 2.6 and which would classify vulnerable areas as a Special Control Area (**SCA**).

The LPS allows local government to incorporate and govern planned or managed retreat as the strategy for dealing with the adverse impacts of coastal hazards and maintain a coastal foreshore reserve and public access over the long term.

The process for undertaking a LPS amendment is outlined in Appendix 1. It is likely the LPS will need to be amended in two key ways to give effect to the policy:

1. SPP 2.6 incorporated by reference into LPS
2. include a SCA in the LPS.

State Planning Policy 2.6 State Coastal Planning Policy

Under the PD Act, due regard is to be given to State planning policies that apply to the area of a local planning scheme, and in this context, SPP 2.6 is of particular relevance, and should inform the LPS amendment process.

A State planning policy can also be incorporated by reference into a scheme and read as part of it (s77 PD Act).

The LPS of those local governments whose LPS districts include portions of the coast should be amended to include the following wording in Part 4 of the LPS relating to general development requirements, which include reference to those State planning policies which are to be read as part of a LPS:

1. The provisions of State Planning Policy 2.6 State Coastal Planning Policy shall apply as if they were part of this scheme; and
2. All coastal development is to comply with the provisions of State Planning Policy 2.6 State Coastal Planning Policy

Special Control Area

The purpose of establishing a SCA is to enable at-risk land use and development to be identified within the SPP 2.6 100- year planning timeframe; establish the intention to retreat from this area; and provide the special planning instrument to implement the approach.

A SCA classification can be included in a scheme to facilitate land use changes and development control within that area. For instance, under a LPS, SCA classification can mandate that all development requires approval where ordinarily, development (for example, single residential development) may otherwise be exempt from development control. The goal is to ensure any further development can only occur if the local government considers it acceptable in light of the policy of planned or managed retreat.

Further, approval can be granted on a temporary basis (for example, for 10 years) to permit the use for a limited time. This does not preclude a person from seeking further approval at the end of that timeframe. This allows land to continue to be used in the immediate future while taking into account foreshadowed risks associated with rapid environmental changes in the medium to long-term.

Part 5, Schedule 1 of the Planning and Development (Local Planning Schemes) Regulations 2015 provides the template for local government to follow when amending its LPS to include a SCA.

The format and content of the SCA is outlined in Appendix 2.

3.3 Taking of land (Third mechanism)

If land has not been transferred or committed to the public realm through structure planning and development control, and coastal changes have advanced to the point where there is no further economic or social utility in privately-held land, consideration should be given to other methods to move vulnerable land from the private to the public realm for appropriate use or management.

Where land is reserved under the relevant planning scheme, options include:

1. purchase of the land by the responsible authority if the owner is willing to sell it by ordinary sale pursuant to s 190 of the PD Act
2. compulsory taking by the responsible authority without agreement pursuant to s 191 of the PD Act coupled with the LA Act.

Compulsory taking pursuant to s 191 of the PD Act is to be carried out in accordance with the acquisition process set out in Part 9 the *Land Administration Act 1997 (LA Act)*, with some streamlining modifications. For example, the process for inviting objections to the proposed taking (referred to as the 'Notice of Intention to Take' process) does not apply because the scheme amendment giving effect to the land reservation would have already been subject to public comment. This streamlined process allows the compulsory taking of land to occur more rapidly, than if the land is compulsorily acquired under the LA Act for the purpose of a 'public work.'

If the land remains zoned (with a SCA) then the above options are not available to the responsible authority. In this case, to move this land from the private to the public realm, the approach is that the land is required for a 'public work' (that is, for the protection of foreshores)¹. The options available for this include:

1. taking by agreement under the LA Act
2. compulsory taking with the assistance of the Minister for Lands for a 'public work' under the LA Act.

Where land is compulsorily acquired for a 'public work' under the LA Act, or where interests in Crown land to which the *Native Title Act 1993* applies are proposed to be taken compulsorily, all of the procedural requirements outlined in Part 9 of the LA Act must be followed, including the process for inviting objections.

The preferred approach is for the land to be purchased by the responsible authority under s 190 of the PD Act or if land has not been reserved under the relevant planning scheme, taken by agreement under the LA Act.

¹ See s2(r) *Public Works Act 1902*

How to determine when land needs to be transferred to the public realm

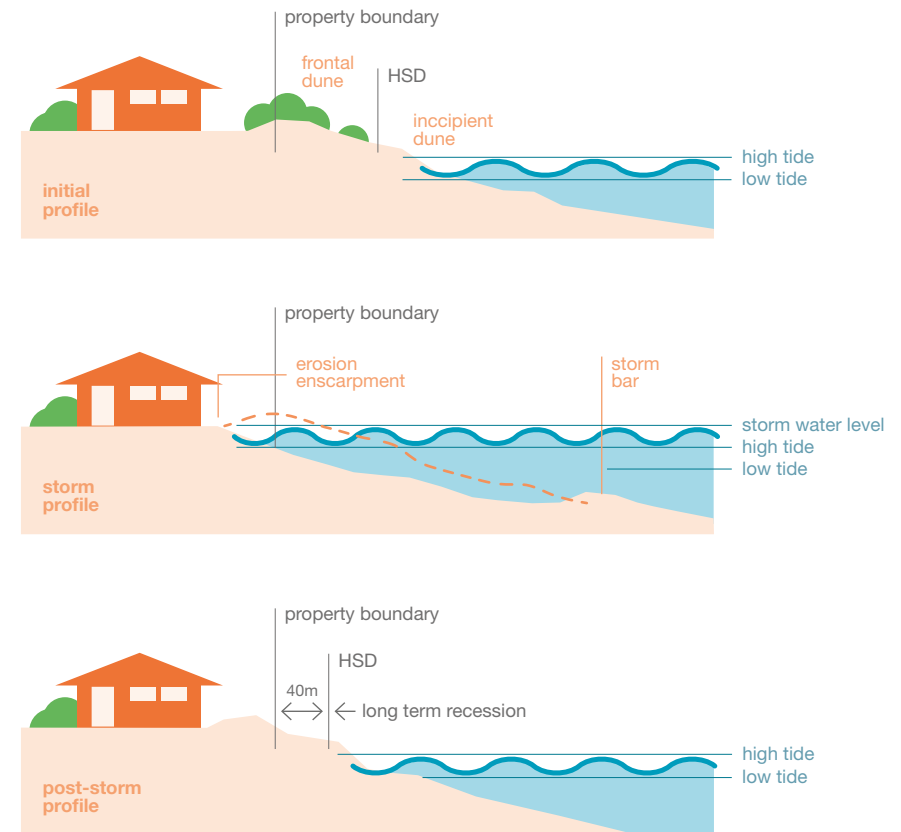
Planned or managed retreat allows development or structures to remain and be safely used until the coastal hazard risk becomes unacceptable. Initiation of the process to remove at risk development or structures will occur by triggers such as:

- Trigger 1. Where the most landward part of the Horizontal Shoreline Datum (HSD) is within 40 metres of the most seaward part of a development and/or structure(s) lot boundary.
- Trigger 2. Where a public road is no longer available or able to provide legal access to the property.
- Trigger 3. When water, sewerage or electricity to the lot is no longer available as they have been removed/decommissioned by the relevant authority due to coastal hazards.

The trigger distance determines when planned or managed retreat is activated for a specific development or structure.

Trigger 1 distance of 40 metres is based on consideration of the allowance for the current risk of storm erosion. This trigger distance is measured from the most landward part of an HSD to the most seaward part of a development or structure(s) lot boundary, as shown in Figure 2.

Figure 2: Trigger 1 – Distance



The 40-metre value for trigger 1 is the minimum value to be used to allow for cross-shore erosion coastal erosion. This value may only be varied in the event modelling is undertaken in accordance with SPP2.6 Schedule One 4.4.1 (S1 Erosion) Allowance for the current risk of storm erosion.

The triggers should be included in any planning instruments arising from the CHRMAP process (as outlined in section 2.1), to support the implementation of planned or managed retreat.

Cost of taking land

Land acquired by taking by agreement is to be in accordance with the requirements under s168 of the LA Act. Here the purchase price may be specified as part of the s168 taking or alternatively be determined in accordance with Part 10 (s169 (1)) of that Act. Where the value is not specified in a s168 agreement, the value is to be determined in accordance with s241 of that Act, as for a compulsory taking.

Land compulsorily acquired for a scheme under s191 of the PD Act is valued in accordance with the process set out in s192 of that Act which involves a slight modification of the assumptions to be made in assessing compensation in s241 of the LA Act. Once the value of the land or any improvements on the land is established, the monetary amount is to be paid as compensation to the affected land owner for the loss of the proprietary right in land.

4. Special circumstances

In special circumstances it may be appropriate for the State Government to assume control over the implementation of planned or managed retreat. This is only likely in situations that have State significance, where the State Government needs to protect land that has or is proposed to be required for a specific purpose of a public character (such as those contained in Schedule 6 of the PD Act). The State Government can assume control through mechanisms set out in the PD Act in certain circumstances.

Region scheme

A region scheme is primarily a statutory mechanism to assist strategic planning. The content of the scheme may vary for each region, but they generally set out broad land use zones or policy areas and identify land required for regional public purposes. By operation of s126 of the PD Act, local planning schemes are automatically amended to reflect or give effect to the public purpose set out under a region scheme reservation. It is the presence of a region scheme reservation for a public purpose which enlivens the power to compulsorily acquire in s191 of the PD Act. Currently there are three region schemes in Western Australia: Metropolitan Region Scheme, Peel Regions Scheme, and the Greater Bunbury Region Scheme.

Planning Control Area declarations

A Planning Control Area (**PCA**), under s112 of the PD Act, is used to identify potentially strategically significant (but otherwise zoned) land and protect it from inappropriate development where there is either insufficient time to amend a region scheme, or where the scope of the area for a public purpose region scheme amendment is not yet known. Once a PCA is in place, additional power to compulsorily take or acquire land is conferred on the Western Australian Planning Commission (**WAPC**) by s186 PD Act. The use of these powers however, is confined to areas the subject of region schemes.

Improvement plans and schemes

Improvement plans and schemes allow the State Government to become the planning authority for a particular area of land to advance its planning and development. These planning instruments are explained under Part 8 of the PD Act and confer additional powers to compulsorily acquire land for the plan/scheme purposes. Significantly, these instruments can be adopted for use throughout the State for strategic purposes.

Where land is to be acquired through these mechanisms, the process and valuation is outlined above in section 3.3, in particular the compulsory acquisition of land under the PD Act / LA Act.

5. Alternative mechanisms

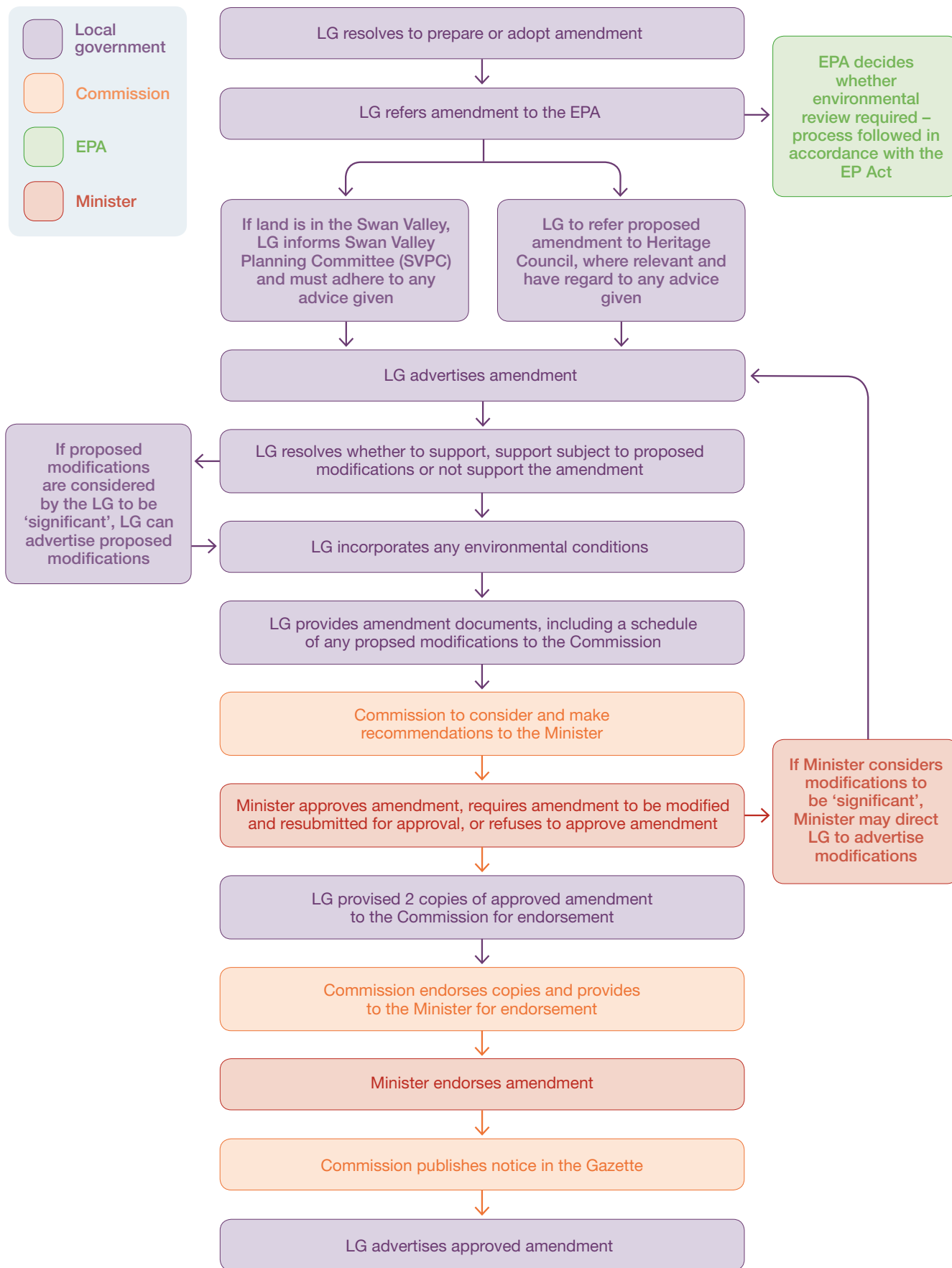
Coastal decision-makers will need to be proactive in coastal planning with regard to planned or managed retreat and its planning and funding pathways. Coastal decision-makers should investigate how such programs could be implemented through the CHRMAP process (as outlined above in section 2.1). Further to the method outlined in this document, the following is a possible mechanism for implementing planned or managed retreat.

Reservation of land

In the event of existing land use and development becoming a non-conforming use upon the reservation of land under a planning scheme for a public purpose, such usage can continue lawfully until the degree of coastal change affecting the land results in the need for the planning authority to more actively pursue acquisition. Reservation under the planning scheme would ultimately give rise to compensation. Under this method injurious affection compensation may be claimed by eligible owners pending the point at which acquisition becomes unavoidable where one of the triggers applies.

Appendix 1: Local Planning Scheme Amendment Process

Simplified process for standard amendments to local planning schemes flowchart



Appendix 2: Special Control Area Text

Draft amendment text

1. Insert the following into proposed Part (insert number), clause (insert clause):
(insert clause number) (insert number) Special Control Area No.
(insert number) – Coastal hazard risk area

2. Insert the following into proposed Part (insert number), after clause (insert clause number):
(Insert clause number) **Special Control Area (insert number) – Planned Retreat Area**
(Insert clause number) Purpose
The purpose of SCA (insert number) is to provide guidance as to the appropriate scope of land use and development to be permitted within a coastal erosion and inundation hazard risk area.

(Insert clause number) Objectives
 - a) To ensure land in the coastal zone is continuously available for coastal foreshore management, public access, recreation and conservation.
 - b) To ensure public safety and reduce risk associated with coastal erosion and inundation.
 - c) To avoid inappropriate land use and development of land at risk from coastal erosion and inundation.
 - d) To ensure land use and development does not accelerate coastal erosion or inundation risks; or have a detrimental impact on the functions of public reserves.
 - e) To ensure that development addresses the (insert CHRMAP) prepared in accordance with SPP 2.6 and (insert policy) prepared in accordance with (insert CHRMAP).
(Insert clause number) Additional provisions
 - a) All proposed development within the SCA requires approval.
 - b) Approval to be issued on a temporary or time limited basis.
(Insert clause number) Referral of applications

(Note: Any planning application should be referred to the Department of Transport, the Western Australian Planning Commission and any other relevant authority for advice and comment on the coastal risk.)

3. Amend the Scheme Map by inserting Special Control Area (insert number) as depicted on the Amendment Map.



City Of Mandurah
Mandurah Northern Beaches CHRMAP
Communications Package

July 2020

This Mandurah Northern Beaches CHRMAP Communications Package has been prepared by GHD for City Of Mandurah and may only be used and relied on by City Of Mandurah for the purpose agreed between GHD and the City Of Mandurah as set out in section 1 of this report.

GHD otherwise disclaims responsibility to any person other than City Of Mandurah arising in connection with the Communications Package. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the Communications Package. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in the Communications Package. GHD disclaims liability arising from any of the assumptions being incorrect.

Table of contents

1.	Communications package	83
1.1	Project branding.....	84
2.	Engagement program.....	85
2.1	Stakeholder streams	85
2.2	Detailed activity plan	87
3.	Communication materials	88
3.1	Project website.....	88
3.2	Information sheets (flyers).....	93
3.3	Social media	95
3.4	Newsletter notices.....	98
3.5	Media releases	98
3.6	Letters	99
3.7	Presentations.....	100
3.8	Online engagement	101
3.9	Formal advertising	102

Table index

Table 1 Project stages and engagement goals	83
Table 2 Stakeholder streams	86
Table 3 Focus group dates	100

Figure index

Figure 1 Example of the City's website and branding.....	84
Figure 2 Passive (l) and active (r) engagement approaches	85

Appendices

Appendix A – Stakeholder and issues matrix

Appendix B – Engagement plan

Appendix C – Stakeholder champions

Appendix D – Plan of the study area

1. Communications package

The purpose of this communications package is to recommend engagement methods and provide communication material for engagement across the eight stages of the Northern Beaches Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) within the City of Mandurah (City).

The proposed engagement methods and collateral have been identified based on a refinement and further examination of the approach and program established in the Stakeholder and Community Engagement Plan (the engagement plan).

Communication will occur across all stages of the project via the City’s ‘Mandurah Matters’ website, with additional engagement and communication during Stages 1, 5 and 8 of the project to achieve the engagement goals for each stage (see Table 1).

Table 1 Project stages and engagement goals

	Project stage	Engagement goal
1	Establish the context	Inform the community and stakeholders about the project, coastal hazards and planning for coastal hazards into the future.
		Directly engage community and stakeholders in the identification of coastal values that will inform decision-making.
		Asking stakeholders and businesses how coastal hazard impacts to coastally located assets and values may impact their business.
5	Risk Treatment	Directly engage key stakeholder groups in the evaluation and prioritisation of adaptation options through multi-criteria analysis.
8	Draft CHRMAP	Inform the community about the release of the draft CHRMAP and the process undertaken to develop it.
		Provide the opportunity for stakeholder and community to raise any technical questions and issues they have.
		Encourage submissions.



The following engagement methods will be employed:

- Website content, including FAQs
- Information sheets (flyers)
- Social media (Facebook)
- Newsletter notices
- Media releases
- Letters
- Presentations
- Online engagement
- Formal advertising
- Other (posters)

All collateral has been prepared by GHD and will be approved and distributed by the City of Mandurah in line with the communication protocols defined in section 6 of the engagement plan.

1.1 Project branding

It is understood that the primary engagement platform will be the City's 'Mandurah Matters' website. It is assumed all branding and formatting of project communication material will be undertaken by the City as per their visual style and marketing guidelines to align with the overall branding for the City of Mandurah. GHD will provide the required content for all communications as outlined in this package.

The screenshot shows the 'Mandurah MATTERS' website header with navigation links: 'Get Involved', 'Other Projects', 'Contact us', and 'Home'. A search bar and 'Sign In | Register' link are also present. The main content area is titled 'Western Foreshore - Play Space' and features a large aerial map of the site. The map is annotated with various project components: 'Proposed Carpark', 'Event Space', 'Proposed Play Space' (highlighted with a red dashed border), 'Proposed Toilets', 'Skate and Activity Space', and 'Existing Playing Area'. The map also shows 'LEITCHTON DR', 'MANDURAH BRIDGE', and 'WESTERN FORESHORE'. To the right of the map are several sidebar sections: 'Document Library' with links to 'Western Foreshore Recreation Site Context Plan (939 KB) (pdf)', 'Western Foreshore Recreation Concept Plan (671 KB) (pdf)', and 'Western Foreshore Recreation Concept Package (8.45 MB) (pdf)'; 'Who's listening' featuring 'Renee Barton', Senior Landscape Architect at the City of Mandurah, with contact details and a profile picture; 'Key Dates' listing 'Community Consultation on City Centre Waterfront Project concepts November 2018', 'Council endorses City Centre Waterfront Project concepts including proposals for Western Foreshore Recreation Precinct February 2019', 'Community input into further developing vision for Skate and Activity Space May 2019', and 'Play Space design further developed and shared with community May -> August 2019'; 'FAQ' with questions like 'What is the background to the Smart Street and City Centre Waterfront projects?'; and 'Related projects' listing 'City Centre Waterfront' and 'Western Foreshore Recreation Precinct'.

The City of Mandurah is about to embark on the exciting journey of creating a new Recreation Precinct on the Western Foreshore. The Recreation Precinct will include the development of a new adventure play space and the redevelopment of the existing Bill Bowler Skate Park into a destination Skate and Activity Space.

Where are we at with play space development?

A concept plan for the Western Foreshore Recreation Precinct was shared with community in November 2018. The proposals were well received and Council Adopted the [Western Foreshore Recreation Precinct Concept](#) at its meeting on February 26 2019.

Through the planning and consultation that has already been undertaken, we have established the play space will:

- Be a large scale, destination level facility that is valued by the local community and attracts users from outside the region.
- Be all inclusive, for users and carers of all abilities.
- Be unique and include and design elements that celebrate the heritage and character of the site and Mandurah region.
- Provide challenging, adventure play elements that cater for a range age groups.
- Include a fenced/enlosed area with equipment catering for toddlers and young children.
- Include climbing towers 5-10m tall with cubbies and slides.
- Incorporate natural materials and salvaged timbers (from Mandurah Bridge).
- Consider all aspects of play including physical, sensory, social and imaginary.
- Include built and natural shade.

Where to from here?

The project is funded and the next stage is to prepare a detailed design for the Play Space and [Skate and Activity Space](#) in order to be able to progress with on-ground construction in 2020.

Figure 1 Example of the City's website and branding

GHD has recommended several platforms for engagement to complement the Mandurah Matters website as the primary platform. This enables the City to meet their engagement principles and to align with the engagement plan goals. Specifically, the use of multiple engagement platforms in a considered manner where appropriate will ensure all interested stakeholders have the opportunity to participate. Furthermore, it will support the project team in capturing the views of the broadest cross-section of stakeholders, including ratepayers who do and do not visit the northern beaches, tourists, local businesses and interest groups.

2. Engagement program

As discussed in the engagement plan, the approach is to effectively and transparently manage communications and engagement with stakeholders and the community, and to meaningfully integrate stakeholder and community input and feedback into the project outcomes. To do this, an understanding of who the stakeholders are and their interest in the project is required. Section 3 of the engagement plan analysed the stakeholders and issues relevant to the project, and presented a stakeholder and issues matrix (see Appendix A).

2.1 Stakeholder streams

Review of the matrix identified similarities between stakeholder groups across project interests, risks and issues. Identifying shared characteristics enables 'engagement streams' to be developed, being those stakeholders with shared characteristics and engagement objectives. Each stakeholder stream is then paired with a specific engagement approach that is the most effective in raising awareness of the project and facilitating participation from those stakeholders.

The following section details three engagement streams based on their shared characteristics and objectives. A detailed activity plan has been prepared targeting these three streams. The detailed activity plan builds on Table 7 of the engagement plan (provided in Appendix B) by providing specific recommendations on tools for engagement and communication material.

2.1.1 Awareness

Engaging stakeholders relies on their awareness of the project and willingness to participate. Awareness can be achieved passively, through a 'catch-all' approach using social media and other broad engagement platforms (see Figure 2). Alternatively, where stakeholders are disinterested, unaware or do not associate any direct or indirect connection with the project, active engagement is often more effective. These stakeholders can be engaged via more direct activities such as personalised emails, focus groups and through champions.

Champions are specific individuals identified as key gatekeepers and influencers through whom the City can reach out to the broader stakeholder group (see Figure 2). Appendix C lists prospective champions [to be provided by the City].

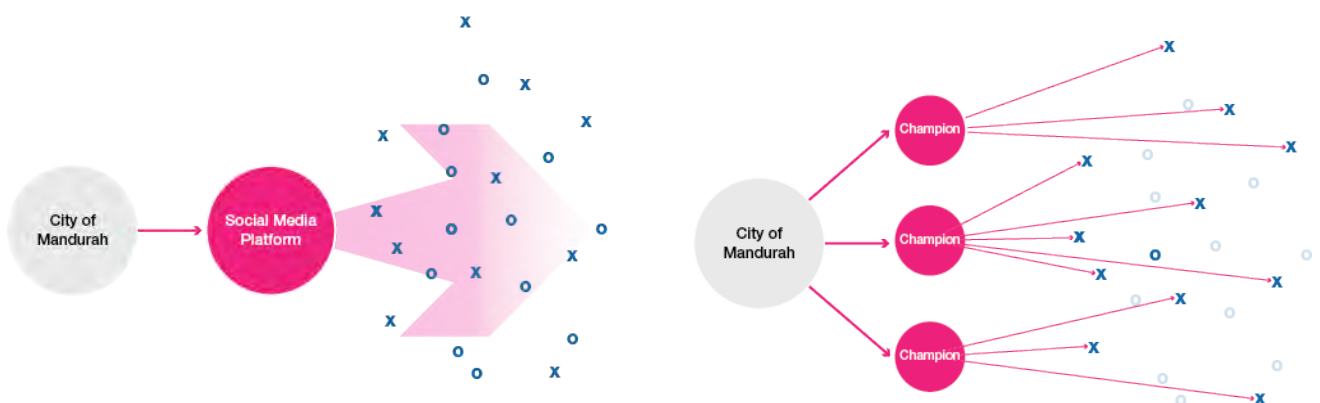


Figure 2 Passive (l) and active (r) engagement approaches

Table 2 Stakeholder streams

	Users/asset owners	Funders	Approvers
Who	Stakeholders who directly access or benefit from the northern beaches coastline and study area.	Ratepayers and residents who contribute to and fund the management of the study area, including those that do not directly access or benefit from the northern beaches coastline.	Decision-makers with influence and/or responsibility over implementation of the CHRMAP.
What	Key question - Attitude to coastal protection and how it should be funded given direct benefit	Key question – Attitude to coastal protection and how it should be funded given lack of direct benefit	Key question – Balancing the competing needs in the community and fairly allocating funds
How	<p>Users and asset owners will often have an active, vested interest in the future management of the study area.</p> <p>The engagement approach for these users is through both passive, catch-all engagement platforms such as the website and social media as well as recruitment through champions.</p>	<p>Funders can include stakeholders from the user/asset owners stream as well as those that do not directly engage with or benefit from the study area but fund its management.</p> <p>The engagement approach is focused on more direct and tailored activities to ensure the values and opinions of all stakeholders who fund the management of the study area are given equal opportunity to engage.</p> <p>Identifying champions and employing them to recruit interest is critical to gain input from the funders stream.</p>	<p>Approvers will be engaged via direct liaison, project workshops and review of project deliverables. This is the most effective way to gain consensus and buy-in for the final CHRMAP.</p>

2.2 Detailed activity plan

		Stage 1: Establish the Context					Stage 5	Stage 8	
		1: Recruit interest	2: Online survey	3: Beach visit	4: Pop-up stand	5: Focus groups	6: End of stage 1	TBC	TBC
		JULY 2019	JULY 2019	JULY 2019	JULY 2019	AUGUST 2019	AUGUST 2019		
Engagement method	Website content								
	Information sheet								
	Social media								
	Newsletter notice								
	Media release								
	Letter								
	Presentation								
	Online engagement								
	Formal advertising								
	Other								

3. Communication materials

3.1 Project website

The website is the main engagement platform to provide continuous information and feedback opportunities between the project team, key stakeholders and the broader community. The City will host a project webpage, with project timelines to be updated during the project. Access to the webpage will be promoted by social media and media releases.

STAGE 1: Establish the Context

ACTIVITY 1: RECRUIT INTEREST

[INCLUDE MAP OF PROJECT AREA]

Main text

The City of Mandurah is working to identify the vulnerability of its northern beaches to coastal processes (erosion and flooding) through a Coastal Hazard Risk Management and Adaptation Plan (CHRMAP) project. This project aligns with and supports the State Government approach for decision-making in relation to coastal hazards.

The objective of the project is to identify immediate, short (25 year), medium (25-50 year) and long term (50-100 year) coastal hazard risks and to properly plan for adaptive land use and development in light of a changing coastal environment.

The project will provide advice on how the impacts of a changing coastline will influence development decisions in the area. The project will seek feedback on impacts and concerns of affected community members or groups. This will ensure that the adaptation plans are robust, fair and respond to existing community values.

How to be involved

The project will be asking for community feedback as to the importance of coastal assets to influence the recommendations of the CHRMAP.

The first opportunity to contribute will be through a community survey located on this website between **XX** and **XX**. The coastal adaptation team will also be holding pop-up engagement sessions at the northern beaches in the coming months to answer questions about coastal erosion and ask your opinion on coastal assets and their value.

The City will provide regular updates through this website, social media and community events so the community is informed. Further information on the project can be found in the document library and FAQ.

Document library

- Project Overview (see section 3.2)

Project timeline

[dates subject to approval and finalisation of project program]

Stage 1: Establish the Context

JULY – AUGUST 2019

- Online Survey (July)

- Pop-up information stand (Saturday July 20)
- Beach roving survey (Saturday July 20)
- Focus group sessions (August)

Stage 2: Risk and Hazard Assessment

JUNE – SEPTEMBER 2019

Stage 3: Risk Treatment

SEPTEMBER – OCTOBER 2019

- Stakeholder workshops

Stage 4: Draft CHRMAP Report

NOVEMBER 2019 – JUNE 2020

- Prepare draft report
- Council endorsement for advertising
- Public advertising
- Community information sessions
- Review of submissions

Stage 5: Final CHRMAP Report

JUNE 2019

- Prepare final report
- Council endorsement

Who's listening

NAME - POSITION

City of Mandurah

Phone: XXXX

Email: XXX@mandurah.wa.gov.au

FAQ

What is a CHRMAP?

A CHRMAP is a Coastal Hazard Risk Management and Adaptation Plan. This is a strategic planning document that informs community and decision makers about the potential hazards, consequences and actions needed to meet the challenges of sea level rise and the coastal hazards of erosion and inundation (flooding). The CHRMAP identifies areas and assets vulnerable to sea level rise and coastal hazards, and

develops strategies to ensure land in the coastal zone is continuously provided for foreshore management, public access, recreation and conservation.

The State Coastal Planning Policy (produced by the Western Australian Planning Commission) requires local governments across the state to prepare CHRMAPs for coastal land under their management.

What are the different types of coastal hazards?

The State Coastal Planning Policy identifies and describes the various types of coastal hazards that need addressing through coastal hazard risk management and adaptation planning:

- Erosion refers to shoreline movement where the shoreline retreats landward, reducing the width of the coastal foreshore reserve and/or the distance to any fixed assets or infrastructure behind the beach; and
- Inundation means the flow of water onto previously dry land. It may either be permanent (for example due to sea level rise) or a temporary occurrence during a storm or tropical cyclone event.

INCLUDE PICTURES

Will my use and enjoyment of the coastal areas covered by the CHRMAP be impacted?

In the short-term, it is likely that existing protection and adaptation measures will be sufficient to maintain current beach areas and use and enjoyment will be unaffected. Active management may be required following extreme storm events and to maintain amenity (in line with current maintenance activities). In the medium to long-term, significant decisions will need to be made and the community's input will be an important part of this process.

I don't use the beach, how will this project affect me?

This project supports planning and investment decisions to be made by the City. If you do not use the beach and would prefer investment in other areas e.g. libraries, roads, inland parkland area/facilities it is important to say so. Keep an eye on this website to find out about opportunities to provide feedback.

What is coastal adaptation planning?

Coastal adaptation planning aims to ensure that decisions today do not restrict the decisions that can be made in the future.

What are the different adaptation options?

Adaptation options can vary from doing nothing to 'soft' approaches such as revegetation and sand nourishment to 'hard' approaches which involve coastal protection infrastructure that may have other coastal impacts and can be very high cost financially.

Why is protection not always the most viable adaptation pathway?

Protection infrastructure can have high financial costs and only directly affect a few people. This investment may be better directed elsewhere but it is important to know what the community values to help make these decisions.

Will my property be affected by the CHRMAP project?

The CHRMAP includes assessment of coastal hazards and risks over time. This may indicate risks to private properties. The CHRMAP will recommend planning and decision making pathways to address those risks.

I am concerned that the maps will negatively affect the value of my property. Is this likely to be the case?

The residential property market is subject to a number of external factors that can influence property values. The City is unable to comment as to whether the release of the CHRMAP will negatively impact the value of properties that have been identified as being at risk over the next 100 years.

Will these maps affect my property insurance?

These maps do not increase the existing risk status of property. This risk already existed prior to the preparation of these maps and is likely to be already known by insurers. The maps are an information and management tool that provides landowners, the broader community and the City with a clearer indication of areas that may be vulnerable to coastal erosion over various planning timeframes. The City has no control or influence in the calculation of property insurance as this is a matter for private insurers. Home/business owners should ensure they are familiar with their policy and are aware of any risks their policy will not cover.

ACTIVITY 2-4: SURVEY, BEACH VISIT AND POP-UP STAND

The following provides additional or new information to update the website.

Main text

[INCLUDE COVER PHOTO]

It's time to get to know what you value about our northern beaches coastline and let us know how you would like funding to be prioritised.

The northern beaches are seen by many individuals and businesses as an important aspect of their coastal lifestyle. For other community members, it is important to understand the impacts of mitigation and adaptation, and how this will affect funding priorities for the City.

We are seeking your feedback, whether you are a local, frequent visitor, business owner or don't have an interest in the northern beaches. It is important to gain an understanding of everyone's priorities and values so that we can work towards a citizen-led CHRMAP for the future of our coastline.

Shape our coastal future

There are a number of ways to get involved and share with us what you value about our coastline and how it should be managed:

1. Take a survey [\[link \(see 3.8.1\)\]](#) and tell us what matters to you as an individual.
2. [EngagementHQ 'Places' Tool](#)
3. Come and visit us and have a conversation at one of the events and locations we will be visiting during July.
4. Join the conversation on Facebook [\[link\]](#)

Places tool

Include interactive map of study area for people to contribute (see 3.8.2)

Events and pop-up sessions

- Beach roving survey – XX July 2019
- Pop-up information stand – XX July 2019
- Online survey – XX July to XX July 2019

Document library

- Coastal Values (see section 3.2)

ACTIVITY 5: FOCUS GROUPS

The following provides additional or new information to update the website.

Main text

[INCLUDE COVER PHOTO]

Thank you all for your contribution, the survey is now closed.

We are on the look out for individuals or groups who would like to be involved in focus group workshops. The workshops provide an opportunity for us to describe the CHRMAP process, test our findings from the online survey and seek additional information from the community. We are seeking the following people to participate:

- Local business owners in the study area
- Users of the northern beaches
- Ratepayers who do not use or visit the beach
- City staff and Councillors
- Any community groups with an interest in the project

Workshops will be held in the **first week of August at the Town Hall**.

Please use the submission form below to register your interest or call us on **XXX**.

Places tool

Close 'Places' tool but keep it on the website for people to view.

Project timeline

Update project timeline to reflect activities that have now closed.

ACTIVITY 6: END OF STAGE 1

Main text

[INCLUDE COVER PHOTO]

Thank you for your contribution!

The engagement activities for Stage 1 of the CHRMAP are now closed. The project team is working busily to prepare the next stage based on your inputs.

What's next?

Stage 3 brings together the findings of Stage 1 (Establish the Context) and Stage 2 (Risk and Hazard Assessment) to identify the most suitable management and adaptation options. You will have the opportunity to provide feedback on the proposed options through a series of workshops. Please use the submission form below to register your interest in attending one of the workshops.

In the meantime, keep an eye on this page and our Facebook for further updates.

Project timeline

Update project timeline to reflect activities that have now closed.

3.2 Information sheets (flyers)

Information sheets will be used as a digital and print resource to raise awareness and build understanding about the project and its progress. The flyers will also provide a summary of how stakeholder and community inputs have been considered and applied by the team throughout the project.

STAGE 1: Establish the Context

This flyer provides an overview of the entire project and should be used as a concise resource for people wanting to get an understanding of the purpose and timeframes of the project.

ACTIVITY 1: RECRUIT INTEREST

[IMAGE]

Project Overview

The City of Mandurah is undertaking a project to identify the coastal hazards faced by its northern beaches and adjacent communities. The project will deliver a Coastal Hazards Risk Management and Adaptation Plan (CHRMAP) for the northern beaches. The overall objective of the project is to actively investigate and manage potential coastal erosion and flooding in the project area.

This will allow the City to properly plan for adaptive land use and development along the coastline in light of the changing coastal environment.

The project is broken into five key stages:

- Stage 1 Establish the context: This stage sets the scene of the coastal environment and identifies community values for the northern beaches and surrounding areas.
- Stage 2 Risk and hazard assessment: This stage identifies and quantifies coastal hazards and analyses them against community and stakeholder values to evaluate acceptable risk.
- Stage 3 Risk treatment: The fourth stage develops a plan for the most appropriate coastal adaptation responses based on a variety of social, cultural, environmental and economic considerations.
- Stage 4 Draft CHRMAP Report: This stage includes the preparation and review of the CHRMAP, including public advertising.
- Stage 5 Final CHRMAP Report: The final report will be endorsed by Council.

--- [INFO BOX]

I don't use the beach so this isn't relevant to me.

We are seeking input from everyone who will be directly and indirectly affected by the CHRMAP. If you are a ratepayer, you have the right to understand how the recommended strategies may impact future funding priorities and the City's investment in the community. Don't miss out, have your say.---

Regular updates will be provided through the website, the City's Facebook page and several pop-up events over the coming months. Follow us to keep up to date.

[Link to website and facebook]

ACTIVITY 2-4: SURVEY, BEACH VISIT AND POP-UP STAND

Coastal Values

What are coastal values?

Communities value different things. Mandurah's location offers a variety of environments – access to the coast, lakes, parkland and provides a gateway into more rural areas. When planning for the future it is important to know what the community values so we can compare values of the coast to how much value is placed on other areas e.g. lakes systems, local neighbourhood parks.

Once we know the wider values we can look at coastal values in more detail. Coastal adaptation options are then informed by the values of the coast. This includes more than the economic value or cost of assets that may be impacted; it includes the social and environmental values of a place – are the coastal views and social gathering space (grassed area/ bbqs) more important than access to the ocean? How does this change at different locations?

Social and environmental values can be heavily compromised by adaptation measures, such as engineered protection options used to protect land and assets. It is important that coastal adaptation projects take into account the broader community values and public benefits of the coast so the right decisions are made.

How can I be involved?

You can contribute to the project by highlighting the key things you enjoy and value about the City and telling us what you think about the northern beaches coastline and surrounding areas through our online survey. We are looking for contributions from everyone, including community members who do not visit the northern beaches and those who only visit occasionally. The survey is on our website [XX](#) and will be open until [XX](#).

Keep up to date

The City's adaptation team will also be hosting several pop-up events during the survey period, find out more on our website and Facebook page.

[\[Link to website and facebook & potential QR code to survey\]](#)

3.3 Social media

Social media will be used to promote the project and direct stakeholders to project information and events.

3.3.1 Facebook posts

The City of Mandurah’s Facebook page (@CityofMandurah) is an active engagement platform, followed by just under 15,000 people with 14,244 ‘likes’. Facebook posts also offer an additional opportunity for engagement with those who prefer to use social media.

Confirm if the City has guidelines for social media posts.

STAGE 1: Establish the context

Activity	Indicative date	Post
1	Same day as website goes live	<p>The City’s northern beaches are an important part of our community. Our coastal assets are increasingly at risk of erosion and flooding. The City is preparing a plan to understand the impacts of and manage our changing coastal environment.</p> <p>Learn more about the project and how you can help us plan the future of our northern beaches by going to our website [link to website].</p> <p>INCLUDE PICTURE/SHORT FILM</p>
3&4	Two weeks prior to beach visit and pop-up stand (to occur within week after survey going live)	<p>Come and have a chat about our beaches.</p> <p>The City will be hosting several pop-up events as part of the Northern Beaches Coastal Hazard Risk Mapping and Adaptation Planning (CHRMAP) project. Keep up to date and get reminders by attending ‘The Future of Mandurah’s Northern Beaches’ event [link to fb event].</p> <p>INCLUDE PICTURE WITH TEXT</p>
2	One week prior to survey going live	<p>Are you interested in where your money goes?</p> <p>The City will be undertaking a survey in July to gather community feedback on the value of our northern beaches compared to other community places.</p> <p>Managing the coastline will require funding into the future, and it is important to hear from everyone to guide where money is spent.</p> <p>Keep your eyes on this page for updates and go to our website for more information [link to website].</p>
2	One week prior to survey going live	<p>Fill in the blank: I love the northern beaches because_____.</p> <p>The City will be undertaking a survey in July to understand what the community values about our northern beaches.</p> <p>Keep your eyes on this page for updates and go to our website for more information [link to website].</p>

		INCLUDE PICTURE
2	Day survey goes live	<p>The survey for the Northern Beaches CHRMAP project is now LIVE.</p> <p>The City is looking for your feedback on coastal values, whether you are a regular beach-goer or not.</p> <p>You have until XX to share your thoughts and let us know what you think is the best way to manage our coastal future [link to website].</p> <p>INCLUDE PICTURE/SHORT FILM</p>
4	Three days before pop-up stand	<p>Come say hi!</p> <p>Our coastal adaptation team will be at the XX from 9-11 to answer any questions you have about the Northern Beaches CHRMAP project. For more information visit our website and attend the event [link to fb event].</p> <p>INCLUDE PICTURE</p>
3	Day before beach visit	<p>Popping down to the beach this weekend?</p> <p>Watch out for the coastal adaptation team tomorrow who will be roaming around answering questions about the Northern Beaches CHRMAP project between 7 am and 5pm. Check exactly where they will be on our website and the event page [link to fb event].</p> <p>[link to website].</p> <p>INCLUDE PICTURE (OF PROJECT TEAM IF POSSIBLE)</p>
2&5	Day survey closes	<p>The Northern Beaches CHRMAP survey is now closed.</p> <p>If you still have more to say, please register your interest for upcoming focus group workshops on the project website.</p> <p>We are particularly interested in speaking to those of you living near the northern beaches that don't go to the beach, local business owners and people who are part of a local community group.</p> <p>INCLUDE PICTURE</p>
5	Two weeks before focus groups	<p>What do you value about the City? The City is running a project assessing coastal risks into the future. If you do not value or use the coast very much and would prefer to see investment elsewhere (libraries, roads, other recreation areas) we want to hear from you.</p> <p>Visit City's website to see how you can be involved.</p>

3.3.2 Facebook events

STAGE 1: Establish the Context

ACTIVITY 2 & 3: BEACH VISIT AND POP-UP STAND

Facebook events provide a way to track interest in the project and remind those wanting to join in the pop-up events. The project website remains the key engagement platform, and all events will link to the website. Nonetheless, Facebook events provide an alternative for those who prefer to use social media.

Image: XXX

Event name: The Future of Mandurah's Northern Beaches

Description: The coastal adaptation team will be at a pop-up information stand and roaming around Mandurah's beaches on Saturday XX. We are here to answer any questions about the Northern Beaches CHRMAP project. Have a chat and learn more about how you can take part in deciding how to manage our changing coastline.

You can find the team at the following beach locations, and roaming the beaches inbetween:

- Madora Bay Beach, 7-7:30 am
- Halls Head Parade Beach, 8:30-9 am

There will also be a pop-up information stand located at the following locations:

- XXX, 10 – 11:30 am
- XXX, 3:30 – 5 pm

Pick a time and place that suits and come say hi.

Check the website for more information [\[link to website\]](#).

3.4 Newsletter notices

Same content as section 3.5 Media releases, in print rather than digital format.

3.5 Media releases

Local media will be engaged to promote the project and key consultation events through media releases.

STAGE 1: Establish the Context

ACTIVITY 1: INTRODUCE PROJECT

Planning for the future of Mandurah’s northern beaches

The City of Mandurah has begun investigating the impacts of a changing coastline on Mandurah’s northern beaches. The City is preparing a Northern Beaches Coastal Hazard Risk Mapping and Adaptation Plan for the coastline between Madora Bay and Roberts Point.

According to **XX**, the plan will **XX**.

“**[QUOTE]**” they said.

The completed plan will be used to inform decision makers about short and long term possible coastal hazards and associated risks to assets and social values. The plan will allow them to make informed decisions about future coastal management and planning.

Regular updates will be provided through the website, social media and several pop-up events. A survey to be undertaken in July will key in gathering feedback and understanding concerns and impacts of potential risk management strategies.

More information on the project can be found at the Mandurah Matters website at **XX**.

ACTIVITY 2-4: SURVEY, BEACH VISIT AND POP-UP STAND

Conversations to manage the future of Mandurah’s northern beaches

The City of Mandurah is reaching out to the local community to ask what they value about the northern beaches coastline. The Northern Beaches Coastal Hazards and Risk Management and Adaptation Plan (CHRMAP) will investigate and manage coastal erosion and flooding risks within the City’s northern beaches.

According to **XX**, the plan will **XX**.

“**[QUOTE]**” they said.

The first stage of the project includes identifying coastal hazards and undertaking community engagement to understand the values and importance of the northern beaches coastal areas.

A survey is now open to the public and can be accessed at the Mandurah Matters website at **XX**. The survey closes **DAY MMMM DD**.

You can also chat to the City’s coastal adaptation team during one of their pop-up events. For more information go the website or visit the City’s Facebook page.

3.6 Letters

Letters will be sent out to champions and stakeholders in the 'Funders' stream as a form of active engagement. The letters will seek specific actions from the stakeholder to contribute to engagement activities for the project.

STAGE 1: Establish the Context

LETTERS TO BE PREPARED

ACTIVITY 1: RECRUIT INTEREST

3.6.1 Stakeholder champions

3.6.2 Nearby residents

3.6.3 Nearby businesses

ACTIVITY 5: FOCUS GROUPS

3.6.4 Local businesses

3.6.5 Community groups

3.6.6 Ratepayers who do not access the beach

3.6.7 City staff and Councillors

3.7 Presentations

Presentations will provide more detailed project information and opportunities for values mapping as part of in-consultation activities with key stakeholders.

STAGE 1: Establish the Context

ACTIVITY 5: FOCUS GROUPS

Presentations will be used to guide the focus group sessions. These will be prepared and submitted to the City for review one week prior to the event date.

Table 3 Focus group dates

Focus group session	Date
Business owners d	TBC
Beach user	TBC
Ratepayers who do not use the beach	TBC

DRAFT

3.8 Online engagement

Online engagement will primarily be used to gather information on coastal values, risk tolerance, importance of decision-making factors, and perceptions on funding opportunities for coastal adaptation.

3.8.1 Survey

STAGE 1: Establish the Context

ACTIVITY 2: SURVEY

TO BE PREPARED

City to confirm use of SurveyMonkey or EngagementHQ 'Survey' engagement tool.

3.8.2 EngagementHQ Places

STAGE 1: Establish the Context

ACTIVITY 2: SURVEY

The 'Places' engagement tool from Bang the Table's suite of online engagement tools is a great way to gather information on coastal assets and characteristics that are valued by the community. This is a perfect alternative to gain feedback from those who would rather not complete the full survey. It is also a useful tool for in-person engagement and can be used during the pop-up information and beach roving sessions.

City to confirm if they would like to use 'Places' engagement tool.

3.9 Formal advertising

Formal advertising will be undertaken to receive submissions from stakeholders for preparation of the final CHRMAP report.

STAGE 1: Establish the Context

N/A

DRAFT

DRAFT

Appendices

Appendix A – Stakeholder and issues matrix

Stakeholder	Level of engagement	Issues	Interest	Influence	Potential involvement	Project Delivery
Project Control Group						
City of Mandurah – staff	Collaborate	Project scope and timeframes. Protection of infrastructure and assets.	High	High	High	Direct liaison. Review of project documents. Project workshops.
City of Mandurah – Councillors	Involve	Political impacts. Environmental impacts.	High	High	High	Direct liaison. Project workshops.
Department of Planning, Lands and Heritage	Involve	Economic impacts. Social impacts Community benefits.	High	High	High	Direct liaison. Review of project documents. Project workshops.
Department of Transport (Coastal Infrastructure)	Collaborate		High	High	High	Direct liaison. Review of project documents. Project workshops.
Government						
Peel Harvey Catchments Council	Inform, consult	Project scope and timeframes. Environmental impacts. Economic impacts. Social impacts. Community benefits.	Medium	Medium	Medium	Direct liaison

Stakeholder	Level of engagement	Issues	Interest	Influence	Potential involvement	Project Delivery
Peron-Naturaliste Partnership	Inform/consult	Project scope and timeframes. Environmental impacts. Economic impacts. Social impacts. Community benefits.	Medium	Medium	Medium	Direct liaison
Utility/Service Providers						
Water Corp	Inform, consult	Protection/retreat of infrastructure and assets. Changes to servicing requirements and locations.	Medium	Medium	Medium	n/a
Business/local industry						
Peel Chamber of Commerce and Industry Inc	Inform, consult	Economic impacts. Protection of assets. Disruption to business operations. Business benefits. Loss of income. Property development opportunities (or constraints).	Medium	Medium	Medium	
Local business e.g. Seashells Mandurah, Silver Sands Resort,	Inform, consult		High	Medium	Medium	

Stakeholder	Level of engagement	Issues	Interest	Influence	Potential involvement	Project Delivery
Tides Café, Madora Bay Tavern						
Local landowners/community groups						
General community members and residents	Inform, consult	Protection/retention of assets (private and public). Property values. Consultation events. Lifestyle and amenity issues. Loss of rights. Social impacts. Environmental impacts.	High	High	High	n/a
Mandurah Coastcare Coordinating Advisory Group	Inform, consult		High	Medium	High	n/a
Other						
Tourists and visitors	Inform, consult	Lifestyle and amenity. Social impacts. Environmental impacts.	High	Medium	Medium	n/a
Local newspaper	Inform	Negative reporting of project and outcomes. Lifestyle and amenity issues. Environmental impacts.	Medium	Medium	High	n/a

Stakeholder	Level of engagement	Issues	Interest	Influence	Potential involvement	Project Delivery
		Impacts on local residents/communities				

DRAFT

Appendix B – Engagement plan

Engagement activity	Stakeholder	Purpose of engagement activity	Task details	Estimated timing	Responsibility
Stage 1: Establish the context					
Prepare stakeholder and community engagement plan	City	Develop stakeholder and community engagement plan including key messaging to guide engagement across the CHRMAP project	Develop draft stakeholder and community engagement plan	28 March 2019	GHD
			Review draft stakeholder and community engagement plan	3 April 2019	City
			Amend and finalise draft stakeholder and community engagement plan	8 April 2019	GHD
Prepare project communication and consultation materials	All stakeholders	Support stakeholder engagement by the project team Materials to focus on those required to implement the community values online survey, including: <ul style="list-style-type: none"> • Project information sheet to be distributed as a flyer and available on request • Advertising content to be placed in local newspaper • Notices to be placed in newsletters • Content to be placed on digital media channels • Online survey Materials to provide information about the project to the community, seek input to the values and promote participation in the online survey, advise of the timing and purpose of the	Prepare draft materials		GHD
			Review draft materials (including review by Marketing and Communications team for style and branding)		City
			Amend and finalise materials and distribute to project team		GHD

		upcoming community consultation workshops/focus groups and provide contact details for further information			
Confirm project telephone and email	All stakeholders	Confirm contact telephone number and email for stakeholder enquiries	Confirm telephone number and email address to be used and promoted for project enquiries		City
Newsletter notice	All stakeholders	Provide brief notification of the project and advise of beach visit	Finalise notice for inclusion in newsletter		City
Media release	All stakeholders	Advertise project, promote participation in online survey and advertise beach visit	Circulate media release		City
Review, update and issue project communications: <ul style="list-style-type: none"> • City website • Facebook • Twitter 	All stakeholders	Provide summary / detailed information (as appropriate to each digital media channel) on the project and promote participation in online survey	Draft content		GHD
			Place content on digital media channels		City
Implement online survey	All stakeholders	Seek input from a broad range of the community, provide opportunity for all community members to input into the establishment of values for the study area. Outcomes will inform the context chapter in the CHRMAP report and be incorporated into the Risk Treatment.	Launch survey		GHD
			Monitor responses	Open for period of 4 weeks	GHD
			Analyse and document stakeholder responses and incorporate into CHRMAP Report	Ongoing	GHD
Beach roving intercept surveys	All stakeholders	Introduce project, encourage participation in online survey.	Discuss project with community, promote survey		GHD
Pop-up stand	All stakeholders	Introduce project, encourage participation in online survey.	Introduce project, map values, discuss risk tolerance		GHD
Focus groups	All stakeholders	Introduce project, explore themes of consequence and risk tolerance.	Introduce project, map values, discuss risk tolerance		GHD

Maintain stakeholder engagement register	All stakeholders	Document all engagement, communications and actionable feedback, meetings and workshop minutes, stakeholder discussions and comments Allow the City to accurately monitor and report on input, potential issues and risks and plan for future consultation	Maintain stakeholder engagement register	Ongoing	GHD
Stage 5: Risk Treatment					
Newsletter notice	All stakeholders	Brief notice of project, promote 6 MCA workshops to attract different stakeholder groupings	Draft notice		GHD
			Finalise and include in newsletter		City
Media release	All stakeholders	Brief notice of project, promote 6 MCA workshops to attract different stakeholder groupings	Draft media release		GHD
			Finalise and circulate media release		
Review, update and issue project communications: <ul style="list-style-type: none"> • City website • Facebook • Twitter 	All stakeholders	Brief notice of project, promote 6 MCA workshops to attract different stakeholder groupings	Draft content		GHD
			Finalise and place content on digital media channels		City
MCA workshops	All stakeholders	Preferencing adaptation options	Identify stakeholder groupings for 6 MCA workshops		City/GHD
			Recruit workshop attendees		City/GHD
			Prepare focus group materials, facilitate group sessions, summarise outcomes		GHD
Stage 8: Draft CHRMAP					
Newsletter notice	All stakeholders	Advertise project, promote release of draft, encourage submissions	Draft notice		GHD
			Finalise and include in newsletter		GHD

Media release	All stakeholders	Advertise project, promote release of draft, encourage submissions	Draft media release		GHD
			Finalise and circulate media release		City
Review, update and issue project communications: <ul style="list-style-type: none"> • City website • Facebook • Twitter 	All stakeholders	Brief notice of project, promote 6 MCA workshops	Draft content		GHD
			Finalise and place content on digital media channels		City

DRAFT

Appendix C – Stakeholder champions

TO BE PREPARED

DRAFT

Appendix D – Plan of the study area

DRAFT

GHD

999 Hay Street

Perth WA 6000

T: +61 8 6222 8222 F: +61 8 6222 8555 E: permail@ghd.com

© GHD 2020

This document is and shall remain the property of GHD. The document may only be used for the purpose for which it was commissioned and in accordance with the Terms of Engagement for the commission. Unauthorised use of this document in any form whatsoever is prohibited.

6138058/19488

Document Status

Revision	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Signature	Date
A	B Benjamin	N Hoey		C Thompson		5/7/19



6	SUBJECT:	Appointment of Youth Advisory Group
	DIRECTOR:	Acting Executive Manager Community Development
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The purpose of the Youth Advisory Group (YAG) is to have a formal procedure for the City to consult youth aged 15-24 years and provide opportunities to empower them to be involved in their community and be passionate about the place they live.

Following the completion of an 'expression of interest' process, a panel was established to review applications against agreed criteria and 13 youth have been recommended by the panel, for appointment to the City's newly established YAG. It is recommended that Council approve the nominated young people to the inaugural City of Mandurah YAG for an initial period expiring October 2021. It is also recommended Council approve the appointment of a peer elected chair and develop a 'terms of reference', to be presented to Council for finalisation.

Disclosure of Interest

Nil

Previous Relevant Documentation

G.27/12/19	17 December 2019	Council endorsed the establishment of a Youth Advisory Group, approving an expression of interest process.
------------	------------------	--

Background

The City currently has no formal process to obtain the opinions of young people to assist in informing Council decisions or Council projects. In December 2019, Council endorsed the establishment of a YAG to create a formal process for youth consultation and called for nominations for young people aged 15-24 to join the newly named Mandurah Youth Advisory Group.

Purpose of the Group

The purpose of the YAG is to;

- Obtain young people's unique perspective on Council related matters.
- Create a formal process for City of Mandurah staff and Council to consult young people.
- Assist Council to identify local challenges young people are facing.
- Encourage young people to address challenges relevant to them.
- Deliver projects, campaigns and events as identified by the YAG
- Empower young people to develop their organisational leadership skills, confidence and capacity, so they can use these skills in other community settings.

Comment

The process for recruitment and selection of members for the YAG and the subsequent processes for the group's operations have been carefully designed. The aim has been to enable a fair, positive and valuable experience for the young people and enable a streamlined process for youth consultation, as well as add value to project design and decision making within the City of Mandurah.

Applications Received

The period of time that the City was open to receiving nominations for the YAG was over two months and widely advertised. This has created a strong field of candidates for the limited positions available.

A total of 25 applications were received, 21 of those met the eligibility criteria (refer to Confidential Attachment 1). Those that were ineligible were due to either not being within the 15-24 age bracket endorsed by Council, or not living within the City of Mandurah Local Government Area.

Applicants were asked to complete some standard demographic data questions as well as answer questions about why they wanted to be a part of the group, their current community involvement and their ideas about how they could make Mandurah an even better place. There was also an option to submit a short video introducing themselves to complement their application and 11 candidates chose to do so.

Review of Applications

Applications were reviewed by a panel consisting of two Elected Members, the Mayor and three City Youth Development Officers. To maintain confidentiality, applications were presented to the panel in a table comprising; basic demographic data, answers to key questions and the applicants first name only.

The panel independently assessed applicants against two criteria;

1. The passion they showed towards the opportunity; how much they wanted the opportunity and how dedicated they were.
2. The unique experience they would bring to the group. This included cultural perspective, their interests, beneficial community involvement and diversity across age, locality, gender, sexuality, education and employment.

Each panel member was requested to rate each applicant against the two criteria; passion and unique experience. Panel members individual submissions were subsequently collated to identify the collective highest scoring applicants. The panel met to review the highest-ranking applicants to ensure this group reflected young people from a range of cultural backgrounds, locations (representing all four wards), ages, abilities and work / study.

It was originally recommended to Council (December 2019) that 12 young people be appointed to the group. When reviewing applications, the panel felt that it was necessary to appoint 13 young people. This ensured that all wards were represented more equally and created stronger cultural diversity in the group. Having 13 young people appointed also allows for any natural attrition within the next two years.

The 13 proposed members for the YAG are identified in the 'Confidential Attachment'.

This group as a whole, offer a diverse representation across age, gender, cultural background, education and location across Mandurah. This will ensure a diverse range of youth perspectives are represented when they are consulted to provide feedback on City projects.

Youth Advisory Group Meeting Process

Council previously supported that the YAG will consist of:

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

It is intended that the YAG meetings;

- Occur formally on a monthly basis for ten months of the year. (This will be reviewed in the first quarter to ensure sufficient agenda items are available for discussion.)
- Consist of consultation on relevant Council agenda items, upcoming related City projects, and updates from YAG sub-groups.
- Chaired by one of the YAG members.

YAG members will be offered other opportunities to work on projects, campaigns or events. Through this process they will have the opportunity to form sub-groups around their particular interests (e.g. environment, youth events etc.) and these sub-groups will meet outside of formal meetings times and report back at meetings.

Terms of Reference

As previously endorsed by Council, the Terms of Reference will be co-designed with the group members once appointed.

With regard to the role of Chair of the group, there is a case for both a rotating chair and having the chair for a longer period such as annually. A period of one year is likely to provide more stability for the group ongoing and provide greater learning for the elected young person. It is proposed that the position of Chair be available for eight months initially and that a simple process for electing the chair, will be presented to the YAG at its first meeting. This will allow for two chairs to undertake the duties prior to the expiry in October 2021 (local government elections).

It is proposed that further elements of the YAG Terms of Reference will be developed by the group, with support from officers within the first two meetings. In its December report, Council endorsed that it would "Acknowledge that Terms of Reference will be co-developed with the newly appointed group and referred to Council for approval". Officers have reviewed this and the Terms of Reference could be finalised by the YAG with feedback from the City's Manager Community Development without returning to Council for formal approval. It is proposed that the Terms of Reference receive management approval and then be forwarded to Council for information. Alternatively, the Terms of Reference could be provided to Council for their consideration later in the year.

The Terms of reference will address;

- Purpose of the YAG,
- Membership make up and duration and subsequent recruitment should young people leave the group within the two-year period,
- Meeting frequency and duration,
- Youth consultation process,
- Decision making process and recording of recommendations.
- Role of Chair, including duration, selection process and responsibilities.

Consultation Process to Seek Feedback from the YAG

There are a number of mechanisms proposed to ensure that consultation with the YAG is embedded into standard processes within the City of Mandurah:

- City Officers will be expected to seek comment from the YAG should any Council report item be a major project or youth related.
- City Officers will be expected to put forward items for the YAG agenda that pertain to upcoming Council reports or key City projects, where community consultation is being undertaken.
- City Officers will be encouraged to present their items for discussion and comment in the meeting in a youth friendly way and young people will not be expected to read and comment on draft Council reports.
- Recommendations from the outcomes of YAG discussions will be captured and forwarding to City staff via the Youth Development Officer to incorporate into relevant Council reports.
- Community organisations may also be able to request to consult the YAG on youth related topics.

The range of processes will ensure that the voice of young people will be strongly represented in decision making in Council projects over time.

Consultation

Advertisement of YAG Opportunity

The opportunity to be a member of the YAG was advertised through local schools and alternate education providers, the Peel Regional Youth Services Network, mailing lists, Facebook, Instagram and Snapchat, posters and flyers and in local newspaper articles. Applications opened 2 March and closed 18 May 2020.

Statutory Environment

Nil

Policy Implications

Nil

Economic Implications

The program will be delivered within existing resources.

Risk Analysis

While members of the group will be providing their recommendations to Council, it will be communicated to the group that these recommendations may not be followed. Young people will be reminded that some items under consideration will be confidential in nature. Young people over the age of 15 will be signed up as volunteers and therefore will be covered under City insurance.

Strategic Implications

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

Economic:

- Advocate for and facilitate opportunities for improved pathways to education and learning outcomes in Mandurah.

Social:

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

Environment:

- Partner and engage with our community to deliver environmental sustainability outcomes.

Organisational Excellence:

- Listen to and engage with our community in the decision-making process.

Conclusion

The YAG expression of interest process attracted 25 applications from young people. Through the panel process and individual rating matrix, 13 young people were identified as strong candidates for the YAG. These young people reflect diversity in age, gender, cultural background, sexuality, education and location across Mandurah. This diversity will ensure a range of youth perspectives are represented when the YAG are consulted to provide feedback on City projects.

The creation of a YAG will allow the City to increase youth consultation for important City projects that have community impact. It also supports youth engagement, provides a practical pathway to learn leadership skills, empowers young people to have a voice and provides an avenue for active involvement in decision making for their community.

Council is requested to endorse the proposed candidates for the YAG, support the election of a Chairperson for an initial period of eight months (two separate terms) to coincide with a reduced timeline until the October 2021 elections, note that the Terms of Reference will be developed and presented to Council for finalisation.

NOTE:

- Refer ***Confidential Attachment 6.1 – Applicant Summary***

RECOMMENDATION

That Council:

- 1. Appoints applicants to the Youth Advisory Group as outlined in the Confidential Attachment.**
- 2. Supports that the Chair of the Youth Advisory Group, be nominated and elected by the members of the Youth Advisory Group, for an initial period of eight months.**
- 3. Notes that the Terms of Reference will be co-developed and with the newly appointed Youth Advisory Group and presented to Council for finalisation.**

7	SUBJECT: DIRECTOR: MEETING: MEETING DATE:	Homelessness and Vulnerable Community Support Acting Executive Manager Community Development Council Meeting 23 June 2020
----------	--	--

Summary

The City of Mandurah has taken a strategic approach to working with all aspects of its local community in addressing homelessness and street presence. On the 17 March 2020, the City of Mandurah along with partnering local governments (led by the City of Perth) participated in a rough sleeper count. The Homelessness Network, led by City officers and volunteers counted 84 individuals in 45 data entry locations, living rough. This data was higher than anticipated and does not include a number of people who may be experiencing housing stress, 'couch surfing' or are transient.

In a response to the growing need, this report provides an update on the City's progress to date, outlines some key achievements, imminent projects and seeks support for recommended advocacy. Council support is also sought to undertake a review of City owned community use land, as identified in the City's Social Infrastructure Plan and Property Strategy, to identify potential collaborative affordable housing or accommodation initiatives.

Disclosure of Interest

Nil

Previous Relevant Documentation

26 Nov 2019	Council supported a trial Assertive Outreach Pilot Project for Homeless and Vulnerable Street Present people and gave approval for officers to negotiate with the State Government to reallocate \$350,000 in funding from CCTV to Outreach.
23 July 2019	Council acknowledged the Homelessness and Street Present Network model and established five focus areas/sub-groups, being housing, capacity building, safety and security, facilities and support systems. The Network has brought together community organisations, government and non-government agencies. Council also approved the relocation of the Peel Community Kitchen from its current location in the Sutton Hall to the City's facility at Tuart Avenue.
25 June 2019	Council endorsed a mayoral notice of motion to host a summit for businesses, government leaders and residents to develop an action plan around community safety.
2 September 2018	Council established a working group to consider street presence and homelessness in the District and appointed Elected Members and relevant officers to the working group. The report was deferred for the group to consider a future report noted for consideration of Council.

Background

Central to the City's approach to homelessness and street presence, is the aim to strengthen the system of support services in Mandurah, to be able to effectively provide support options. A key consideration has also been managing in partnership antisocial behaviour and some negative activities in the city centre, linked to a small population of street present people, some of whom congregate in the city centre areas accessing food, shelter and other support.

There are a number of classifications when identifying street presence or within or moving towards homelessness, these are;

- *Marginally housed*: people in housing situations close to the minimum standard;
- *Tertiary homelessness*: people living in single rooms in private boarding houses without their own bathroom, kitchen or security of tenure;
- *Secondary homelessness*: people moving between various forms of temporary shelter including friends, emergency accommodation, youth refuges, hostels and boarding houses;
- *Primary homelessness*: people living without conventional accommodation (living in the streets, in deserted buildings, improvised dwellings, under bridges, in parks, etc.)

City of Mandurah's Responses to Homelessness/ Street presence

In a response to this in September 2018, Council considered the growing situation in Mandurah and established a reference group to provide guidance and strategic support and sought further consideration of establishing an external homelessness and street present interagency group.

In June 2019 following a notice of motion, the City hosted a community safety summit and as an outcome of this, Council has since considered and supported a number of actions including increasing police resources dedicated to the city centre, an expansion of the Mental Health Co Response Unit effective service of the Mandurah area, assertive outreach, better connection between the City of Mandurah security patrols and Police and improved availability of drug treatment services in the Mandurah area.

In July 2019 Council endorsed a new and innovative homelessness and street present network support model. The model identified focus areas in housing, capacity building, safety and security, and facilities and support systems for homeless and street present people. Support was also given for the relocation and growth of the Peel Community Kitchen.

In November 2019, Council endorsed a trial assertive homelessness and street present outreach program and gave offices a direction to work with the State Government to potentially redirect \$350,000 of capital grant funding from a CCTV project to this trial outreach project. Council also established a multi-agency street present intervention team, which meets to consider at a street level individual cases and to work with agencies, including Police. This has been meeting effectively on a regular basis.

State Government's Responses to Homelessness

During 2019 the State Government undertook public consultation in considering a State approach to homelessness and the City was actively part of this process, advocating for an increase to services and funding in Mandurah. The complexity of the issue means that it cannot be solved by one agency or organisation working alone. *All Paths Lead to a Home: Western Australia's 10-Year Strategy on Homelessness 2020–2030* was the result of this and is a whole-of-community plan, setting the direction for all levels of government, business and the community sector in responding to and preventing homelessness in Western Australia.

In December 2019, the State Government announced a \$71.8 million funding increase for homelessness services across the State. This includes an additional \$34.5 million set aside over five years for a Housing First Homelessness initiative (including rental subsidies) to extend successful housing-first collective impact approaches to new locations across Western Australia including Perth, Rockingham, Mandurah, Bunbury and Geraldton. This funding is in addition to the \$90m that the State Government spends on specialist homeless services. The State also announced \$35 million over three years for the planning, design and construction of two 'Common Ground' facilities.

Comment

This report outlines the City of Mandurah's strategic approach to homelessness and focuses on three areas, '*what we have done, what we are doing and what we need to do (advocacy)*.' The use of the word 'we' reflects on the extensive and ongoing partnerships and collaboration in responding to this need.

What we have done. Current key achievements.

In its early and direct response to homelessness and street presence, the City delivered the following key actions, establishing;

1. A functional core project team group (City, Police, Department of Communities and five non-government organisational agencies), and established four supporting reference groups. The ongoing focus is consideration of Council's endorsed focus areas, providing scrutiny and guiding operational delivery. These are not solely City led, however via the City's Community Capacity Building Team, they are facilitated and provide strategic support broadly.
2. A Homelessness and Street Present Network Group, the group is functioning well has over 60 agencies represented. This group meets less regularly and is supported strategically by the project team. A result of this work is a Draft Mandurah Three Year Homelessness Strategy that has been developed to help guide the priorities of the network and enhance Mandurah's position in relation to attraction of ongoing funding.
3. A multi-agency street present intervention team that review the individual circumstances of the local street present people.
4. The ongoing support of the Refresh Homeless Shower Service, delivered by West Aus Crisis.
5. A daytime security patrol service that works collaboratively with street present people, Rangers and Police, providing essential ground level information about the history and circumstances of street present people.
6. During the months of April/May in response to Covid-19 the City facilitated the delivery of over 14 tonnes of food to the community, with use of City facilities and staffing.

Homeless Street Count March 2020

A consideration of supporting the City's response to street presence, has been a suitable approach to data collection to help inform the City and its partners, respond to gaps and better understand the street present population. In March 2020, the City of Mandurah led the facilitation of a multi-agency night-time street count, which was part of a Perth metropolitan area approach to provide important data on street presence, which included the City of Perth (as project lead), Rockingham and Fremantle (and others).

The count was established on a given night mid-week, between 1am and 3am. There were 84 people sleeping rough in 45 locations in Mandurah (mainly central). The information was recorded onto digital mapping. The data collected on the night is confidential to the local government area (used and communicated at their discretion) however broadly reinforced and supported Mandurah's strategic partnership approach to respond to the street present population. There were a higher proportion of males to females, and only basic demographic information was estimated. Due to safety considerations no contact was made on the night. There appeared to be only a few classified as being in the 'youth' category with the majority adults and predominantly in the middle ages bracket (30s to 50s).

The next street count is planned to take place around September and regular counts will be undertaken so long as the approach is supported by the Network and core homeless groups. The count was led by City officers, however supported by over 20 volunteers, representing a number of different agencies.

What we are doing: Imminent projects to Support Homelessness and Street Presence.

There are a number of focus areas and projects that Council have previously sought action, which are advanced and at critical stages in their delivery. These are as follows;

1. Peel Community Kitchen relocation to Tuart Avenue, Mandurah. This is a significant capital project which is underway and completion is expected October 2020, with services to be delivered by the end of the year.
2. Homeless and street present assertive outreach trial project. The City had already secured \$350,000 for community safety projects, with a focus potentially being on CCTV and related infrastructure. As an outcome of the 2019 Community Safety Summit, Council sought State Government ministerial support to divert the funds to an assertive outreach trial project for street present people. During extensive community consultation, the need for outreach was identified as the number one priority in Mandurah. Offices are currently preparing tender documentation in anticipation of the diversion and

- delivery of an assertive outreach trial. Critically, a key success factor for the assertive outreach project is the availability of an appropriate mix of housing and wrap around services particularly in the areas of mental health crisis and addiction support services. Offices have been advised by WA Police that the refocusing of funding has gained in principal support (and ministerial direction), however at the time of preparing this report, it is currently awaiting final approval. It is anticipated the outreach model will commence later in 2020 and run for about 2 years.
3. While not a City project, the State Government's new therapeutic woman's refuge is currently under construction in Mandurah and will provide a vital accommodation option for vulnerable woman and children experiencing need.
 4. Crime prevention through environmental design (CPTED) audit undertaken of the Mandurah Library precinct, including consideration of homeless and street present property lockers. More work needs to be done to understand how these will function, and advice from some local governments has been mixed as to their effectiveness. Notwithstanding this, they do have a purpose and need with ongoing consideration, they are currently unfunded and have an estimated cost of around \$10,000. The CPTED audit will be further considered by the City's Homelessness Reference Group and any financial considerations presented to Council.
 5. Homelessness and Street Present Network and core project team of service providers (who are funded to deliver homelessness services in Mandurah), have produced a 'Draft Mandurah three year Homelessness Strategy – June 2020' encompassing the Council endorsed focus areas and aligned with the 'State Government's 10 year Homelessness Strategy, All Roads Lead to a Home 2020 – 2030'. This is a sector led approach, with some City oversight and support. This is mainly an operational delivery document and reflection of work being broadly delivered in partnership, across many organisations. While this does not require any official sign off, it has been unofficially endorsed by the homelessness network group.

What we need to do: Advocacy and options

Housing and Accommodation Options - City of Mandurah and Sector Led

At a local level officers have engaged broadly with the Department of Communities and the affordable housing sector to better understand local accommodation priorities and planning. It is evident that a remaining gap is the provision of adequate crisis accommodation in Mandurah and this is also true for the broader Perth southern corridor, including the City's of Rockingham and Kwinana.

In response to the need officers have investigated options locally for any potential crisis accommodation locations or models. Consideration was given to the City owned Small Business Incubator, which had potential to be converted into some form of crisis accommodation hub. However, two key issues prohibit this from being further investigated. Firstly, Lot 210 Reserve Drive is zoned service commercial, the purpose of this zone is to provide for showroom and service related businesses. No residential uses or accommodation are permitted in this zone. Secondly the cost of a conversion, to a standard needed for accommodation if this were a consideration, is cost prohibitive, and after investigation no external funding support was identified.

Further, there have been a number of approaches to the City by proponents seeking consideration of crisis housing models, however these have been unfunded both from a capital perspective, usually sought consideration of City or State-owned freehold land and also did not identify ongoing operational funding streams. The City's Social Infrastructure Plan 2013-2043 (SIPS, revised 2017), and Property Strategy identify potential community purpose land set aside for future unspecified use and also provides a basic concept plan for crisis accommodation models. To date while the SIPS has delivered a number of successful outcomes, there has been limited success in establishing a strategic approach to affordable and crisis accommodation. It is recommended that Council direct officers to consider available City and crown land and review the crisis accommodation and affordable housing options and models, including via ongoing dialogue with the Department of Communities (housing) and the affordable housing sector. Findings would be presented to Council for further consideration.

Housing and Accommodation Options – State Government and Sector led

The State Government in 2019 released its ten-year strategy on homelessness and included \$34.5 million, set aside over five years, for a Housing First Homelessness initiative in Perth, Mandurah, Rockingham, Bunbury and Geraldton. The Housing First approach (including rental subsidies) is based on the principle of providing a person experiencing chronic homelessness with access to permanent housing without any housing readiness requirements. The person is housed with relevant support services to be able to overcome complex histories (such as health, mental health, and alcohol and other drugs) by providing a homeless person with wrap around services to enable them to sustain permanent accommodation and connection back into the community. This model requires extensive wrap around support services to be successful.

The City has actively engaged with the Department of Communities, as recent as June 2020, to better understand the Housing First model application and in an attempt to ascertain exactly what is planned for our local Mandurah area. It is recommended the City's Chief Executive Officer seek advice from the State to clarify the funding's intended purpose, intentions and timing so that Council can advocate for an appropriate Mandurah allocation.

In addition to the Housing First the State Government will develop two 'Common Ground' facilities to house and support people who are sleeping rough or experiencing chronic homelessness. The 'Common Ground' model of supportive housing offers a mix of permanent and temporary affordable housing that is linked with dedicated, tailored support services that address the root causes of homelessness. Its introduction to Western Australia demonstrates a shift in the way the State Government deals with the complexity of how people come to be experiencing homelessness, recognising that short-term crisis responses are only part of the solution.

The planning, design and construction of the 'Common Ground' facilities will receive \$35 million over three years. The model originated in New York City more than 20 years ago and has since been adopted in other Australian States and Territories. It brings together people on low incomes and others at risk of homelessness in a residential complex that includes self-contained apartments, communal areas and office spaces. For those with high needs, housing is coupled with an intensive, case-managed support program to help them maintain their tenancy and improve their lives. The Department of Communities and City of Perth have commenced initial negotiations to determine the best location for the first facility in the central Perth area. The first Common Ground facility is being delivered in the Perth CBD, a second is proposed in an undisclosed location.

The City's of Mandurah, Rockingham and Kwinana are experiencing similar trends in street presence and at varying levels have been in liaison with the DoC in support of consideration for a Common Ground model in the outer southern corridor. There are many benefits to this model and it is proven to work in appropriate higher density locations, however also has identifiable risks. These risks include a higher density of disadvantage, collection of health needs, complex issues in an area, and ongoing costs of managing the model. The City of Mandurah should advocate for a Common Ground model.

Consultation

In its response to homelessness and street presence the City of Mandurah has engaged broadly with the local community support sector, business, people who are homeless and street present and across all tiers of State and Federal Governments, especially with the Department of Communities and WA Police. The City in March 2020 also undertook with a number of volunteers, a targeted street present count which in has been useful in developing strategies, understanding advocacy and engaging broadly in community.

Statutory Environment

N/A

Policy Implications

N/A

Economic Implications

The City has allocated \$10,000 in its 2019/20 budget to support projects in the community that benefit vulnerable people experiencing street presence and homeless initiatives. During COVID-19 the City supported initiatives broadly that benefitted street presence and homelessness through the Community Support and Recovery Sub-committee, while there were some minor project costs the majority of funding support related to staffing resource and facility/ utilities. The Mandurah community supported broadly from these temporary reallocations. The City also supports Westaus Crisis \$10,000 annually to help fund a volunteer coordinator for the homelessness showers.

In the City's 2019/20 capital budget there was an allocation of \$150,000 to partially support the redevelopment of Tuart Avenue Mandurah to relocate the Peel Community Kitchen (PCK). The PCK submitted an application for Lotterywest of \$99,000 which was being assessed when the COVID-19 crisis commenced and Lotterywest funding was reallocated and hence the City received notification the grant proposal was indefinitely on hold and could be reallocated. In May 2020 Council made the decision to approve further funding to deliver the project (total project allocation \$250,000.) Funds have been carried forward into the 2020/21 capital budget

The City owns limited freehold land and a small amount of identified community purpose land, set aside for future use. This land has a high value both now, in terms of dollar value, and also future value, in terms of value for its community benefit and potentially future generations. As such any decision to use land for accommodation or housing projects requires careful investigation and community consultation.

Risk Analysis

There are a broad range of risks involved in interacting with vulnerable communities, especially street present people. There are risks to the residents and visitors presented by some street present people and taking a strategic and collaborative approach is important to mitigate this risk. A range of deliverable actions and priority areas sought within this report, rely on funding externally administered, under directions within a multitude of agencies and sometimes through the goodwill of a number of State and community agencies and their staff. While the City cannot solely rely on every aspect of its approach to street presence by supporting agencies in all cases, the level of buy-in and support broadly ensures the City can rely on ongoing sector support in the majority of cases.

Strategic Implications

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

Social:

- Facilitate safe neighbourhoods and lifestyles by influencing the built form through urban design.
- Facilitate opportunities that promote community led initiatives and build local capacity and capability.

Health:

- Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active 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

As Mandurah continues to grow as a significant regional city, there are a range of challenges in helping the more vulnerable parts of our community. Over the last couple of years the City has worked with its local community in responding to a growing need. This has included establishing a well functioning homelessness and street present network group which has developed a sector lead and collaborative

strategy. The report has focused on what the City is currently delivering or in partnership assisting, a number of key projects which are about to be delivered, including the establishment of a custom-built community kitchen, and outlining advocacy needed at a State level to move the City forward. It is important that Mandurah continues discussions with all local governments in the metropolitan southern corridor, its neighbours within Peel, the community sector and all tiers of government. Only through a cooperative and collaborative approach can the resources and funding needed, be directed to provide appropriate assistance.

Recommendation

That Council:

- 1. Notes the City's achievements over the last 18 months and the remaining 2020 project updates, that support and respond to homelessness and street presence in Mandurah.**
- 2. Acknowledges that a Homelessness and Street Present Network Group, Core Project Team and Multi-Agency Intervention Team have been established and are operating, as directed by Council.**
- 3. Receives the 'street present data' collected at the March 2020 interagency street count, as a guide for future planning and advocacy.**
- 4. Notes that during the April-May COVID-19 pandemic, the City partnered to deliver 14 tonnes of food to support vulnerable communities and acknowledges all staff and volunteers who contributed.**
- 5. Notes the Street Present Assertive Outreach Program has received in-kind support from the Minister for Police via Western Australian Police Force to reallocate \$350,000 and this is being further progressed.**
- 6. Directs the Chief Executive Officer to write to the State Government, Department of Communities;**
 - 6.1 Seeking an urgent update on the \$34.5million Housing First Model and advocating for an allocation commensurate to need, within the Mandurah locality.**
 - 6.2 Advocating support for a 'Common Ground' housing model, located in the Perth southern corridor (Mandurah, Rockingham and Kwinana).**
- 7. Directs the Chief Executive Officer to undertake a review of City owned community use land and crown land, as identified in the Social Infrastructure Plan and Property Strategy, in consultation with the State Government and affordable housing sector to identify potential collaborative affordable housing or accommodation initiatives. That findings are presented to Council for further consideration.**

8	SUBJECT:	Proposed Commercial Vehicle Parking 8 Copperfield Close, Greenfields
	DIRECTOR:	Executive Manager Development and Compliance
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

Council is requested to consider a development application for Commercial Vehicle Parking at a residential property at No. 8 Copperfield Close, Greenfields. The lot is zoned 'Residential' under Town Planning Scheme No. 3 (Scheme 3) and has an area of 2679 square metres.

The applicant is seeking a retrospective approval for two commercial vehicles to be parked on the property, with no restriction on when the vehicles can be brought to and from the site.

As part of the assessment process, the City has consulted with surrounding landowners and received five submissions with one in support, one impartial and three objecting. The concerns raised within the submissions generally relate to impacts of noise, safety, hours and visual amenity. Officers consider that restricting the hours of use (i.e. restricting the times the vehicles are not to be taken from or brought to the lots) between 10.00pm to 6:30am is essential in providing some amenity to the residential nature of the surrounding properties and recommend that this be a condition of approval

It is recommended that Council approve the development application for Commercial Vehicle Parking, subject to conditions.

Disclosure of Interest

Nil

Location



Property Details

Applicant:	S Woods
Owner:	F & S Woods
Scheme No 3 Zoning:	Residential R5
Peel Region Scheme Zoning:	Urban
Lot Size:	2679m ²
Topography:	Generally flat
Land Use:	Single Dwelling

Previous Relevant Documentation

- G.25/5/20 26 May 2020 Council resolved to defer consideration of this item to the June Ordinary Council Meeting.
- G.17/3/20 24 March 2020 Council resolved to defer consideration of this item to the May 2020 Council Meeting.

Background

As a result of comments received from surrounding residents, officers established that commercial vehicles are being parked at the subject lot.

Under the provisions of Town Planning Scheme 3 (Scheme 3), a commercial vehicle may only be parked, or allowed to remain stationary for more than two consecutive hours on a residential property if the vehicle is housed within an approved outbuilding or if Council has issued a development approval permitting the parking of such a vehicle

The applicant was informed that they must either remove the vehicle, or submit a development application for retrospective approval. The applicant has opted to seek retrospective approval for the parking of two commercial vehicles and has subsequently lodged this application.



Photos of the commercial vehicles.

Comment

The assessment criteria for commercial vehicle parking is stipulated in clause 5.17.2 of Scheme 3 and is outlined as follows:

- the number of dwellings contained on the lot where the vehicle is proposed to be parked;*

The subject site consists of a single dwelling only.

b) *the proposed on-site parking location;*

The application proposes to park the trucks in the cleared area along the southern property boundary. The vehicles will be parked behind the main building line and will be screened from the street and the public open space by the side fence.



Fencing along the southern property boundary adjacent to the public open space and end of the cul-de-sac.

c) *the potential impacts on neighbouring residents with respect to noise, emissions, visual appearance or any other nuisance;*

Vehicles are required to comply with smoke, emission and noise levels specified in the *Road Traffic (Vehicle Standards) Rules 2002* and *Road Traffic (vehicles) Regulations 2014* in order to be registered via the Department of Transport. The vehicles are currently registered and as such, the City considers the sufficient evidence to support that emissions & noise are within allowable levels. Notwithstanding this, the noise impacts of the vehicles coming to and leaving the site is something that should be considered within a residential area, particularly if occurring throughout the night. This is discussed further in point (d) below.

When parked in the proposed location, the trucks are not visible from the street or neighbouring properties and as such, there are not considered to be any impacts on the locality in terms of visual amenity.

d) *the frequency and times of arrival and departure, with such a vehicle not to be taken from or brought to the lot between the hours of 10:00pm and 6:30am;*

The application seeks no restrictions on the hours of use. The applicant explained that being unrestricted is an essential part of the tow truck business as they need to be able to leave the property at any time.

During the consultation period, concerns were raised regarding the impact of the commercial vehicles coming to and leaving the site during the night. These concerns relate not only to the noise and lights of the vehicles themselves, but also the flow on effect of dogs barking and materials being unloaded. Larger residential lots may be suited to commercial vehicle parking; however, it is essential that the amenity of the area is maintained and this is generally achieved by restricting hours of use.

Given the above, Officers do not support the applicant's proposed unrestricted hours of use and acknowledge the request is not in accordance with Scheme 3.

The applicant has advised that if given the option between a refusal or an approval with limitations on hours of use, the conditional approval would be preferred. As such, it is recommended that a condition be included in the development approval restricting hours of use in accordance with the Scheme provision.

In addition to the above, Clause 5.17.5 of Scheme 3, states that repairing or servicing is not permitted unless the vehicle in question is owned by the resident of the subject property and repairs and servicing are carried out within a garage or domestic outbuilding and the commercial vehicle cannot be seen from any public street during the carrying out of the repairs or service. The applicant is not proposing to conduct major servicing on the subject property and a condition has been recommended to formalise this.

MEAG/MCCAG 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

On receipt of the application, the proposal was advertised to eight surrounding properties between 23 January 2020 and 7 February 2020.

During this period the following submissions were received:

Owner / Address	Submission (Summarised comments)	Comment
1. Name and Address withheld	<p>Objects to the proposal for the following reasons:</p> <ul style="list-style-type: none"> a. Offloading vehicles and parking at all hours is disturbing and often results in dogs barking all night. b. Many vehicles have been stored in the backyard. c. The trucks and other vehicles are quite often parked on the verge of Norwich Reserve. 	<ul style="list-style-type: none"> a. Noted, it is recommended that a condition be imposed to restrict commercial vehicles being brought to or taken from the site between 10pm and 6:30am. b. Residential properties do not have a restriction in terms of the number of cars kept on site. However, it is recommended that the applicant be advised that the subject property is not to be used as a depot. c. The City's Local Laws prevent commercial vehicles being parked on residential verges and this is something that the Rangers can enforce.
2. Name and Address withheld	<p>Objects to the proposal for the following reasons:</p> <ul style="list-style-type: none"> a. In recent years, there has been issues with noise emitting from the subject property, including dogs barking at all hours, yelling and loud music. 	<ul style="list-style-type: none"> a. Noted, however this is not material to the application.

	<p>b. People buy in Country Roads Estate for the peaceful, quiet and tranquil life. Commercial activity should not operate here.</p> <p>c. The dogs bark every time the truck enters or leaves the property, which also results in the owner yelling.</p> <p>d. The noise of the trucks (diesel truck, reversing beeping, hydraulic ram noise when lowering the tray, shackles and chains being moved around) and flashing reversing lights impacts neighbours.</p> <p>e. There are unsightly damaged and wrecked cars littering the property.</p> <p>f. People collecting the cars and motorbikes sometimes have arguments with the operator about payments.</p>	<p>b. The City can consider an application for Commercial Vehicle Parking in a residential area, however part of the assessment is ensuring the amenity of the area is maintained. Officers consider that conditions can be imposed to protect the neighbouring amenity.</p> <p>c. It is recommended that a condition be imposed to restrict commercial vehicles being brought to or taken from the site between 10pm and 6:30am.</p> <p>d. See comment 2c.</p> <p>e. This is an issue that the City will investigate.</p> <p>f. Noted. This application is for the parking of two commercial vehicles only. It is recommended that the applicant be advised that the subject property is not to be used as a depot.</p>
<p>3. Name and Address withheld</p>	<p>Objects to the proposal for the following reasons:</p> <p>a. This is a residential area. The tow trucks could be parked at the business property.</p> <p>b. Having no restriction on hours will cause disruption to surrounding properties.</p> <p>c. The loading and storage of damaged vehicles is already occurring and should not be allowed in a residential area.</p> <p>d. The vehicles do not make the neighbourhood feel safe as there has previously been safety issues.</p>	<p>a. Noted.</p> <p>b. It is recommended that a condition be imposed to restrict commercial vehicles being brought to or taken from the site between 10pm and 6:30am.</p> <p>c. This application is for the parking of two commercial vehicles only. It is recommended that the applicant be advised that the subject property is not to be used as a depot.</p> <p>d. It is recommended that the WA Police be contacted should an incident occur.</p>

4. Name and Address withheld	a. No problems with the proposal, however the speed that the vehicles are driven in the cul-de-sac is very high.	a. Noted. The WA Police are the responsible authority to control speeding.
5. Name and Address withheld	<p>a. No objection to the parking of two commercial vehicles at the property.</p> <p>b. No objection to the vehicles leaving the property at any time of the day or night.</p> <p>c. They live opposite the property and do not hear the truck coming and going at night.</p>	<p>a. Noted.</p> <p>b. Noted.</p> <p>c. Noted.</p>

Statutory Environment

- Planning and Development Act 2005
- Town Planning Scheme No 3
- Parking and Parking Facilities Amendment Local Law 2017

Notice of Exemption (State of Emergency)

In response to the current State of Emergency, a number of changes have been made to the statutory planning framework. A Notice of Exemption was issued on 8 April 2020 which temporarily exempts parking of commercial vehicles on residential properties from requiring Development Approval. The commercial vehicle parking requirements stipulated in Scheme 3 still continue to apply and this includes restrictions on times that the vehicle can be brought to / leave the property. This exemption will remain in effect until 90 days after the end of the State of Emergency. As the applicant wishes to obtain approval with no restrictions on hours, they have requested that a determination be made on the current application.

Enforcement of Conditions

Should the City receive complaints regarding alleged non-compliance with the conditions of a Development Approval, an investigation will be carried out and enforcement action may be taken.

The City can gather evidence following any complaints of non-compliance with development conditions or exceedance of assigned noise levels. The City may utilise a recording device at neighbouring properties that can record decibel level, time and also audio of the vehicle. City Officers can also undertake on site assessments to verify and breaches of legislation.

Subject to the provision of appropriate evidence, there are a range of enforcement options under the provisions of the Planning and Development Act 2005. In accordance with Section 223 of the Act, a person who commits an offence under the provisions of the Planning and Development Act 2005 is liable to a fine of \$200 000 and, in the case of a continuing offence, a further fine of \$25 000 for each day during which the offence continues. In accordance with Regulation 42 of the Planning and Development Regulations 2009, Infringement Notices of \$500 may be issued as an enforcement option in lieu of prosecution.

Policy Implications

Nil

Economic Implications

Nil

Risk Analysis

Should the applicant feel aggrieved by the determination, then an appeal may be lodged with the State Administrative Tribunal.

Strategic Implications

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

Identity:

- Encourage active community participation and engagement.

Organisational Excellence:

- Listen to and engage with our community.

Conclusion

Council is requested to consider an application for commercial vehicle parking at 8 Copperfield Close, Greenfields. It is acknowledged that the applicant has been parking the vehicles on the site without the necessary approvals, and the City has been required to investigate from a compliance perspective.

Whilst submissions have been received with respect to the impact of noise, safety and visual amenity, Officers consider that the impacts of the commercial vehicle parking can be minimised by restricting the hours of use. Furthermore, the City can alter and/or rescind approval in the event that the applicant is operating outside of the approval and/or is affecting neighbourhood amenity.

It is recommended that Council approve the application subject to conditions.

NOTE:

- Refer ***Attachment 8.1 Site Plan***

RECOMMENDATION

That in accordance with Clause 68(2) of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015 (Deemed Provisions for Local Planning Schemes)*, Council grant development approval for proposed Commercial Vehicle Parking at 8 Copperfield Close, Greenfields (DA9327) subject to the following conditions:

- 1. The commercial vehicles shall not be taken from or brought to the site between the hours of 10:00pm and 6:30am.**
- 2. No mechanical work or vehicle servicing is permitted on the subject site.**
- 3. In accordance with Clause 5.17.3 of the City of Mandurah's Town Planning Scheme No. 3, this approval;**
 - (a) is granted to the Shane Woods, to whom it is issued;**
 - (b) relates to two vehicles (License plates '076 BFS' and '1GFF 931');**

- (c) is not transferable to any other persons and does not run with the land in respect of which it is granted.

Advice Notes:

1. In accordance with Clause 5.17.4 of Town Planning Scheme 3, should this Commercial Vehicle cause nuisance or annoyance to neighbours, or owners or occupiers of land in the neighbourhood, the City of Mandurah may:
 - (a) require practices to be altered, or
 - (b) rescind the approval, and require the vehicle be relocated to a more suitable area within three months.
2. The owner is advised that parking of a commercial vehicle is not permitted at any time on the verge, in accordance with the *Parking and Parking Facilities Local Law 2015*.



This document is compiled from various sources and whilst the City of Mandurah has made every effort to ensure the accuracy and currency of the information, Council accepts no responsibility or liability for any errors or omissions.

Printed by : **Danni Briggs**

Date : **24/01/2020**

Scale : **1:384**

Drawn by : **Intramaps**

Original Size

A4



3 Peel Street
Mandurah 6210
Western Australia



Tel 9550 3777
Fax 9550 3888
Email Council@mandurah.wa.gov.au

9	SUBJECT:	Access and Inclusion Plan 19/20 Progress Report
	DIRECTOR:	A/Executive Manager Community Development
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The Disability Services Act 1993 (WA) requires all local government and selected state government agencies to develop and implement a Disability Access and Inclusion Plan. The City's current Access and Inclusion Plan (AIP) 2015-2020 will expire in December 2020. A project team is working with the City's Access and Inclusion Advisory Group and the community to develop a new five-year plan to commence at the beginning of 2021. This will be the City's fourth AIP and due to COVID-19 the State Government's Department of Communities has confirmed that the City may have an extension until February 2021 for completion of the new AIP. The community engagement phase for the City's new plan will commence August 2020.

Key projects for the 2019/20 period of the City's current AIP are included in the report and demonstrate a strong commitment to engaging with the community, whilst aligning with the seven outcome areas of the Plan. The City has delivered a number of projects over the 2019/20 period, as follows;

- Socially Inclusive Communities Western Australia (SICWA) partnership project with Inclusion Solutions.
- Beach accessibility upgrades and awareness raising initiatives.
- Parks and reserve upgrades and redevelopments, including various universal design elements and broader engagement with people with disability.
- Community capacity building opportunities delivered in Mandurah by Leadership WA and Carers WA.
- Culture change across the organisation (City of Mandurah) demonstrating a shift to including access and inclusion as an integral component of all City work.
- Strengthened networks and relationships between the City and the local disability and community sectors.
- Increase in engagement between a variety of business units across the City with the Access and Inclusion Advisory Group (AIAG) seeking input on City-wide projects.
- Greater opportunities to share relevant and timely information with people with disability, carers and support organisations through Inclusive Mandurah, the Mandurah, Kwinana Access and Inclusion Network and the City of Mandurah Community Sector Hub Facebook page.

It is recommended that Council acknowledge the progress and achievements during 2019/20 in the delivery of the City's AIP, associated progress report and note the community engagement commencement for development of the City's 2020-2025 AIP.

Disclosure of Interest

NA

Previous Relevant Documentation

- G.14/7/19 2018/2019 Access & Inclusion Plan: 2018/19 Progress Report
- G.27/11/15 2015-2020 Access and Inclusion Plan - Council Endorsement

Background

The Western Australian Disability Services Act requires public authorities to develop and implement a Disability Access and Inclusion Plan (DAIP) that will further both the principles and the objectives of the Act. This essentially means planning to ensure that people with disabilities can access services and facilities provided by public authorities in Western Australia.

City of Mandurah Access and Inclusion Plan 2015 - 2020

The City's AIP 2015 – 2020 covers seven key legislated outcome areas:

- Outcome 1: People with disability have the same opportunities as other people to access the services of and any events organised by the City of Mandurah.
- Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of the City of Mandurah.
- Outcome 3: People with disability receive information from the City of Mandurah in a format that enables them to access the information as readily as other people.
- Outcome 4: People with disability will receive the same level and quality of service from the City of Mandurah and its employees as other people receive.
- Outcome 5: People with disability have the same opportunities as other people to provide feedback and make complaints to the City of Mandurah.
- Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by the City of Mandurah.
- Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with the City of Mandurah.

Since the adoption of the first Disability Access and Inclusion Plan in 2007, the City has made significant progress towards access and inclusion. Now in the final year of the City's fourth AIP the City has an opportunity to reflect on the progress and achievements made as well as the lessons which have been learned. This presents an opportunity to engage the community regarding the City's progress and areas requiring attention to be included in the 2020-2025 Plan. As such, a focus on community engagement strategies is paramount for the second half of 2020 to ensure the 2020-2025 Plan adequately reflects the community needs and supports real opportunities for active participation and inclusion of people with disability in community life.

Comment

The City undertook a broad range of initiatives with its many partners and via its Access and Inclusion Advisory Group in 2019/20. The key achievements were as follows;

- Most Accessible Communities in WA (MACWA) Award 2019 – Mandurah received a judge's commendation in the MACWA awards which were judged by representatives from NDIS, WALGA and the Disability Services Commission Board.
- Disability Access and Inclusion – Minister's Progress Report 2018/2019 – The City of Mandurah was praised for achievements made in this report under five separate headings which included; facilities, information, complaints process, employment and socially inclusive communities.
- Staff Training – During the 2019/2020 period 143 City staff members attended 'Unconscious Bias' training which has supported staff to develop leadership and confidence around employing people from a diverse range of backgrounds and abilities.
- Culture – As part of the review progress for the City's new Access and Inclusion Plan (AIP) staff from across 24 City business units have been interviewed with feedback demonstrating a strong increase in commitment to access and inclusion.
- Beach Accessibility – The City has made further progress to increasing community awareness of beach accessibility across Mandurah and has implemented a number of access upgrades to local beaches for people with disability.

- City Events – Over the 2019/20 period the City's Events team have been able to incorporate accessible features into City led events which have increased access and inclusion for all of the community including Auslan interpreters and sensory rest-stops.
- Lighthouse Grant 2019/2020 – The City was successful in applying for a State Government managed Lighthouse grant of \$10,000 for a Job Carving project to increase confidence and engagement from within the City and the wider community to explore individualised options to employ people with an intellectual disability.
- Access and Inclusion Advisory Group (AIAG) – A new AIAG was appointed after the 2019 Local Government election and is made up of two Elected Members, four City staff and thirteen community members who have a lived experience of disability either personally or through their areas of work.
- Inclusive Mandurah – The group provides a platform for raising awareness of inclusive activities and events to the wider Mandurah community through a Facebook page and community meetings supported by the City.
- Libraries Initiatives – Mandurah Libraries continue to demonstrate a strong commitment to providing a welcoming environment for people with disability, through initiatives which include 'Story Dogs' and Dementia Friendly resources.
- Mandurah Aquatic and Recreation Centre (MARC) – The MARC hosted a Come and Try/Talent Search Wheelchair Rugby League session which provided an inclusive sporting opportunity which was open to all of the community at no cost.
- Youth Centre – The City's Youth team has developed a more inclusive application and promotion process for the Mandurah Youth Advisory Group and the Junior Council to support a diversity of representation on both of these groups.
- Community Capacity Building – The City has collaborated with Leadership WA, Inclusion Solutions and Carers WA to promote and develop leadership roles for people with disability and community groups and clubs in the Mandurah community.
- Universal Access in Parks, Reserves and Infrastructure – The City's Landscape and Technical Services and Marina and Waterways teams have shown a strong commitment to access and inclusion through the designs and upgrades to beach spaces, neighbourhood and destination parks over the 2019/20 period.
- International Day of People with Disability (IDPwD) – The City facilitated a celebration event at the Mandurah Performing Arts Centre in recognition of IDPwD 2019 to celebrate the diverse local community and the many skill and talents of people with disability.
- Mandurah Waterfront Project - Access and inclusion has been considered as part of proposed upgrades, planning and design process for all of the separate spaces of this project which includes; Eastern Foreshore Estuary Pool, Western Foreshore Skate Park, Western Foreshore Play Space, Western Foreshore Toilets and Smart Street Upgrade.
- COVID-19 Response – The City demonstrated a commitment to access and inclusion for people with disability through the COVID-19 crisis and into the recovery phase through access to information and providing support to connect the local disability sector.

The attachment to this report includes detailed information about the City's 2019/20 projects and initiatives under each of the seven outcome areas of the Access and Inclusion Plan. The State Government's Department of Communities has requested a comprehensive narrative for each project.

Consultation

Community consultation has been implemented throughout the life of the current AIP right from its early development stages. In recent years a culture of community engagement has been further embedded and it is now common practices for business units across the City to bring projects to the AIAG group or provide opportunities for input and feedback. The appreciation of the AIAG's role has developed and the group is often invited to attend various project site-visits. The AIAG continues to review a variety of projects, programs and other initiatives at their bi-monthly meetings. The group has been instrumental in the implementation of the 2015-2020 Access and Inclusion Plan and are a valuable resource for ensuring the City remains progressive in the area of access and inclusion.

In regards to the Access and Inclusion Plan 2020-2025, the City has engaged a consultant to develop and facilitate a community engagement strategy for the Plan. With a commitment to working with community, a co-design style process has been implemented for various aspects of the engagement. The consultant will work closely with the City's Community Capacity Building team and will be expected to consider creative ways of working with the community to ensure the information received reflects community needs. The consultant and dedicated Access and Inclusion officer will work closely with City's Corporate Communications team to ensure the engagement is conducted in line with the IAP2 Framework and the City's Community Engagement Strategy.

Statutory Environment

The key pieces of legislation in Australia aimed at improving services for people with disabilities include:

- WA Disability Services Act 1993 (amended 2004)
- WA Equal Opportunity Act 1984 (amended 1988)
- Commonwealth Disability Discrimination Act (1992)
- Building Code of Australia (BCA), Australian Standards, Access to Premises Standard

The above pieces of legislation impact the provision of accessible information, services and facilities for people with disabilities. Essentially, the BCA provides a set of minimum requirements for new buildings and renovations, the WA Disability Services Act states that a person with a disability has the right to be respected for their human worth and dignity and has the same human rights as other community members, regardless of the degree and nature of their disability. The WA Equal Opportunity Act 1984 (amended 1988) recognises that people with disabilities require and are entitled to the same level of service as is available to other members of the community. Finally, the Disability Discrimination Act 1992 (DDA) seeks to provide uniform cover for everyone in Australia against discrimination based on disability.

The WA Disability Services Act 1993 (amended 2004) requires public authorities to lodge an annual update to Department of Communities Disability Services by 30 June each year. Due to COVID-19 the Department of Communities has extended the submission date for this report to 31 July 2020. The annual progress report will be completed and submitted to reflect information contained in this report following Council endorsement.

Policy Implications

The City has a Disability Access and Inclusion Policy (POL-CMS 02) which supports the City and Council with decision making as required.

Economic Implications

The AIP 2015-2020 will continue to provide a focus on improving access and inclusion for people with a disability. The tasks identified in the AIP 2015–2020 are included in the annual budgets for Council's consideration.

The Mandurah Waterfront Project is incorporating access and inclusion throughout the project which will have an impact on the current and next financial year.

As part of the process of reviewing the current Plan it was identified that staff reported budget limitations as a reason for not being able to implement access and inclusion related projects and improvements. It is anticipated that the new Plan will include strategies to target managers and coordinators to develop awareness regarding access and inclusion which may address budget constraints.

Risk Analysis

Since the City introduced its first Access and Inclusion Plan the State and Federal disability landscape has radically changed with the introduction of the National Disability Insurance Scheme (NDIS). The NDIS is the most significant economic and social reform since the introduction of Medicare in the 1970s. This new approach will ensure the economic, education and social participation of Australians with disability is maximised. There is potential for people with disability in the Mandurah community to experience challenges with access to the scheme and to understand the process of accessing services under this national approach to the disability supports. The City's Community Capacity Building team will continue to maintain connections with local NDIS partners to maintain a relevant and current knowledge base.

In addition, through the AIAG and Inclusive Mandurah groups, the concept of inclusion presents a range of opportunities for the expansion of the AIP to address and support community needs, particularly those groups experiencing marginalisation and social disadvantage. The inclusion concept will be explored in depth during the development of the AIP to ensure the right balance is achieved between access and inclusion. It is important that careful consideration is made prior to opening the focus of an Access and Inclusion Plan beyond disability.

Internally, the City is in a strong position to progress with new strategies and actions of the AIP which are challenging and progressive. However, the focus on further developing organisational capability and increasing awareness remains a focus moving forward. City staff have reported a solid recognition of the need for universal access to services and facilities and have requested further support to strengthen knowledge relating to providing and promoting inclusive opportunities and producing accessible information.

Strategic Implications

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

Economic:

- Advocate for and facilitate opportunities for improved pathways to education and learning outcomes in Mandurah.
- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

Social:

- Facilitate opportunities that promote community led initiatives and build local capacity and capability.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Health:

- Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community.
- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

Environment:

- Create opportunities for our community to celebrate and preserve our local natural environment.
- Partner and engage with our community to deliver environmental sustainability outcomes.

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

Conclusion

The Access and Inclusion Plan 2015 - 2020 strategies, and the framework that they have provided to support staff to implement projects, have had significant impact on people living with disability. The 2015-2020 AIP has supported the City to provide greater levels of access and opportunities for active participation and contributions to people with disability in the Mandurah community. The AIP is well-aligned with the five focus areas of the 2020-40 Mandurah Strategic Community Plan which are listed above with an emphasis in supporting and promoting opportunities for people with disability to contribute to, and participate in, the local community.

The current AIP will end in December 2020. The City of Mandurah has made progress towards all identified strategies of the current plan with room for further progress in all areas. The community engagement phase for the new plan will launch on 4 August 2020 and presents a timely opportunity to listen to the perspectives and ideas from the community regarding how the City can become the most accessible local government in Western Australia. The City has worked collaboratively across business units, with community organisations, the disability sector and most importantly with people with disability to implement a range of accessible and inclusive projects. These projects have reduced the impact of living with a disability and has delivered a welcoming community where all people can feel connected and can fulfil valued roles in accessible spaces.

NOTE:

- Refer ***Attachment 9.1 Access and Inclusion Plan Progress Report Attachment 2019/20 – Access and Inclusion Plan Progress Report to Department of Communities***

RECOMMENDATION

That Council:

1. **Acknowledges the progress and achievements during 2019/2020 in the delivery of the City of Mandurah's Access and Inclusion Plan 2015 - 2020 and the continued work of the Access and Inclusion Advisory Group.**
2. **Approves the Access and Inclusion Plan Progress Report 2019/20 for submitting to the State Government's Department of Communities.**
3. **Notes the planning and development update for the City's Access and Inclusion Plan 2020 – 2025, including community engagement commencing in August 2020.**

Disability Access and Inclusion Plan (DAIP) Progress Report 2019–2020

Table of contents

Introduction.....	144
Important notes.....	144
Your details	2
Access and inclusion progress.....	2
1. General services and events	2-11
2. Buildings and facilities.....	12-26
3. Information and Communication.....	27-32
4. Quality of service	32-36
5. Complaints and safeguarding.....	34-36
6. Consultation and engagement.....	36-41
7. Employment, people and culture.....	42-46
8. Agents and Contractors	46-47
9. General feedback	47-49

Introduction

Welcome to Disability Access and Inclusion Plan (DAIP) reporting for 2019-2020.

Collecting information about the extent of the effectiveness of DAIPs through a Progress Report is an important requirement of the Disability Services Act 1993. The information is used by the Minister for Disability Services to report to Parliament. Your contribution is greatly appreciated.

The format of the report this year reflects previous report feedback about the confidence, awareness and progress public authorities have made to access and inclusion. As you consider your responses, we are particularly interested in:

The extent to which access and inclusion is effectively integrated into policies and practices

The influence of access and inclusion measures on customers, clients, residents or communities.

Once you have approval from your organisation, please send your completed report to access@dsc.wa.gov.au.

Please complete your DAIP progress report by Friday 31 July 2020.

Help in completing your Progress Report is [available](#) by contacting the Access and Inclusion team:

Email: access@dsc.wa.gov.au

Phone: 08 9222 4580 or 08 6217 6263

Important notes

- Please answer all questions.
- Please include as much detail on key initiatives as possible to share the narrative about the initiative. This may include how the issue arose and the responsiveness required; who was involved or helped inform the activity; what the activity was and whether it was successful or not. You can add extra text boxes if needed.
- Activities reported should also consider those reported by agents and contractors on behalf of your organisation.
- Photographs are most welcome, they may be used in the Minister for Disability Services' yearly report on DAIPs. You can upload a photograph for each outcome area, or if you have a series of photographs for one outcome area, upload a document file with the photographs inside. NOTE that photos of people cannot be featured in the Minister's report without written permission from the person or their guardian. A sample permission form is [available](#).

Your details

Name of public authority: City of Mandurah

Name of contact person: **Fiona Allen**

Phone number: 9550 3256

Email: Fiona.Allen@mandurah.wa.gov.au

Access and inclusion progress

1. General services and events

DAIP Outcome 1: People with disability have the same opportunities as other people to access the services of, and any events organised by, a public authority.

Ensuring all people can access your organisations public events and general services is fundamental to good customer service.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? Yes

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

Sensory Tents/Chill Out Zones

The City of Mandurah's Events team work collaboratively with the Community Capacity Building team to implement and facilitate sensory rest stops at all major City led events.

The events team assists the Access and Inclusion officer to facilitate the sensory rest stops with all event specific information and support. The Access and Inclusion officer provides sensory specific information and support to enable the implementation of the sensory spaces through sharing information with other team members and business units.

In 2019 the City of Mandurah provided a sensory rest-stop space at the following events:

- Children's Festival
- My Park Grooves
- Homelessness Awareness Week
- Wellness Wednesday



The above images are of the Chill-Out area which was provided at the Homeless Awareness Week event which was held in 2019 at the Mandurah Foreshore. This space included knitted blankets from the Mandurah Knitters group to support people to relax in the space and were available for people to keep if they wanted to.

The inclusion of the Chill-Out space at the above-mentioned event is an example of access and inclusion becoming part of the standard design and implementation for community events – where everybody benefits from being an accessible and inclusive local government.

A group of community volunteers from the Inclusive Mandurah group supported the facilitation of the sensory rest-stop at the 2019 Children's Festival.

A sensory rest-stop was planned for the 2020 Crab Fest but the event was cancelled due to COVID-19. The planning for the sensory rest-stop was led by a community partner APM and the Inclusive Mandurah group and supported by the City of Mandurah through the events team and the Access and Inclusion Officer. An image from a planning meeting between the Inclusive Mandurah group and APM is included below.



The sensory rest-top/chill-out zone which was provided at the My Park Grooves events were facilitated by a range of City officers from Access and Inclusion, Community Safety and Health.

The Community Capacity Building team has developed a 'sensory tool box' in addition to bean bags, outdoor floor mats and outdoor giant games available for community groups and City teams to borrow to assist to implement chill-out zones at community events. The sensory tool box and the sensory rest-stop places support people with varying sensory needs to access events through providing suitable spaces to retreat to.

For City led events, information about the sensory rest-stops is made available on the City's website to assist people with access needs when planning to attend community events.

Sensory Tool Kit

The City of Mandurah has worked with a local therapy provider to develop an online and downloadable resource to assist community groups to facilitate their own sensory rest-stops / chill-out zones at community events. The content for this resource has been written in 2019/2020 and will be ready to add to the City's new website in 2020/2021.

The City engaged with a local therapy provider to develop this resource after a number of questions from community members and other business units were raised to the Access and Inclusion officer about how to facilitate a sensory rest-stop. This is available for loan to community members/ groups and a process to enable this is under development.

The online resource will support business units, community members and groups to develop an understanding of why a sensory space is required for some people. In addition to this, the resource will support community groups to increase their confidence and ability to facilitate their own sensory spaces without relying on the City for this need.

The resource will include information on how people can access the sensory toolbox, bean bags and other equipment from the City of Mandurah for sensory rest-stops.

Christmas Pageant 2019

The City of Mandurah received feedback from community that an additional Auslan interpreter would be beneficial at the 2019 Christmas Pageant event. So, after a meeting between the events team and the Access and Inclusion officer it was decided that an additional Auslan interpreter would attend the event. This allowed for an interpreter on the stage for the Christmas carols and an Auslan interpreter to assist Santa. The interpreter was dressed as an elf to assist Santa to interpret his speech to Auslan.

The inclusion of an Auslan interpreter to assist Santa provided a unique opportunity to children and families to experience the diversity in our community. Everyone who visited

Santa, regardless of whether they required an Auslan interpreter, benefited from the experience due to seeing inclusion in practice – ordinary, everyday, typical.

For the second year a local disability service provider assisted the City to facilitate the pageant by holding the banners / flags for each of the pageant groups/floats. This provided an excellent opportunity for people with disability to be included in the event through a valued role. The images below illustrate the positive impact that this inclusion provided to our community.



Mandurah Foreshore Signage Audit

In 2019 the Compliance Services team approached the Access and Inclusion Officer to work together to undertake an audit on the placement of signage and furniture along the Eastern Foreshore (café precinct) and Smart Street Mall. Two local residents who have a vision impairment were invited to participate to provide a lived experience of what it is like to navigate public spaces.

The audit was completed over two visits as a team including compliance officer/s, access and inclusion officer and community member/s. The focus of the audit was to develop an understanding amongst business owners and operators of the importance of providing access in shared spaces and the impact caused when placement of signage and other items are not considered from an access perspective.

The compliance team plan to conduct more visits to business owners and operators in the future and utilising this awareness building approach to compliance.



Reflecting with Art

The Contemporary Art Spaces Mandurah (CASM) provides monthly art tours and workshops for people who have dementia. This initiative is a partnership between CASM, the Mandurah Libraries and the Mandurah Performing Arts Centre and it is led by volunteers.

In this program, art is the catalyst which draws memory out – providing opportunities to have conversations stemming from the artwork and supporting people with Dementia to stimulate their memory.

Due to COVID-19 the Reflecting with Art program has been placed on hold and an online Reflecting with Art program will be launched in July / August 2020. This program will

provide people living with Dementia the opportunity to continue to engage in the Reflecting with Art program.

Unsteady Art Class

Through access to the City's community grants program a local artist and a community champion and who happens to also have Parkinson's Disease (PD) has facilitated an art group called the 'Unsteady Art Class'. This group provides a welcoming and safe space for people who have Parkinson's Disease and/or people who support a family member with PD who are keen to explore their creative side. The group provides a great opportunity to learn new art techniques, laugh, meet positive and motivated people, have fun and produce amazing art work.

This group displayed some artwork in the foyer at the Mandurah Performing Arts Centre on the day of International Day of People with Disability (3 December 2019).

The Unsteady Hand Group have continued to create artwork despite the COVID-19 restrictions. Sue Edge, the local artist and champion who runs the group has delivered creative boxes to the artists in the group. As restrictions have eased Sue has provided 1:1, 1:2 sessions to support people to stay engaged in the art group.



Faces of Mandurah Portrait Project

The Faces of Mandurah Portrait exhibition was part of the Mandurah Arts Festival in November 2019. The aim of the Faces of Mandurah portrait project was to bridge the gap between generations.

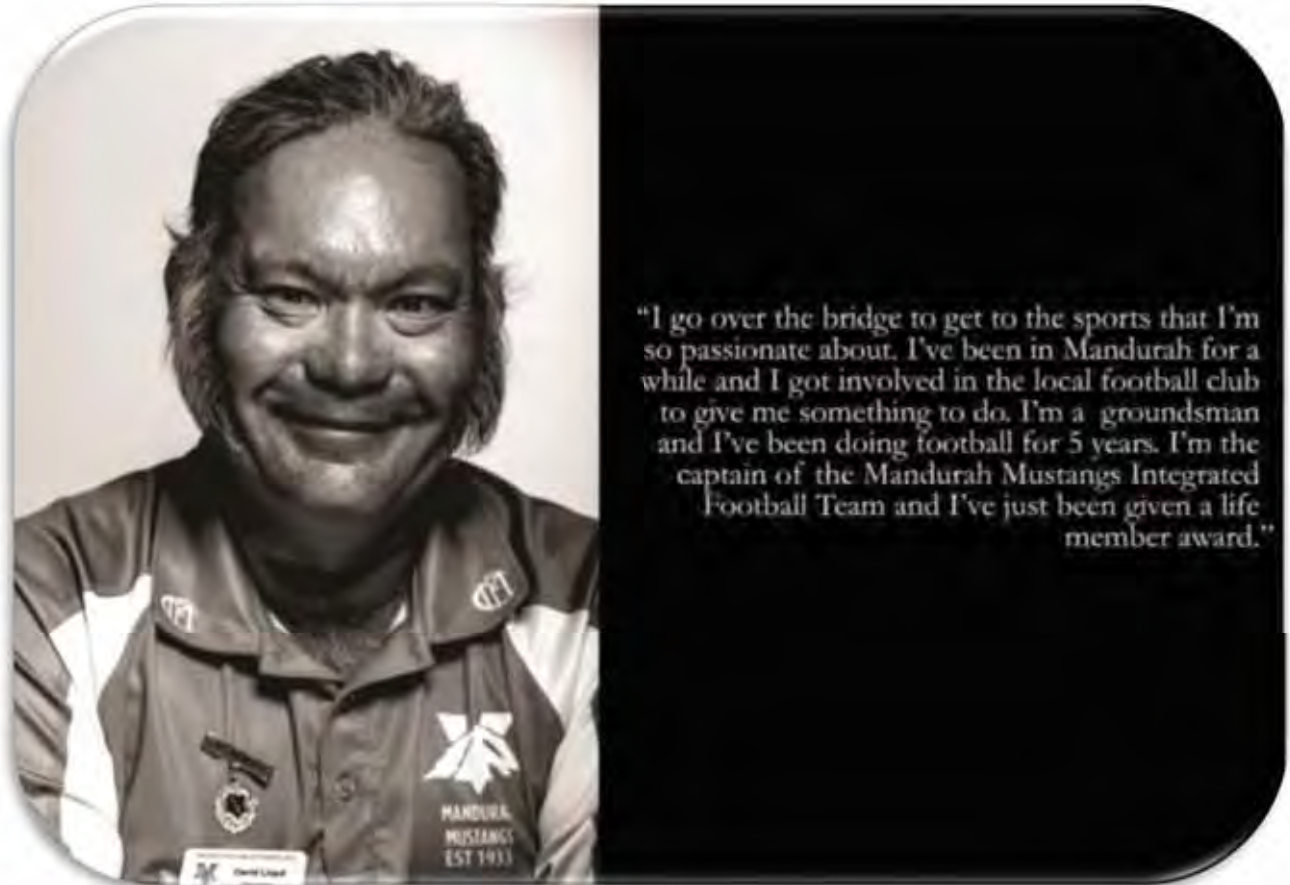
A collection of portraits and personal stories representing the community of Mandurah featured over the Mandurah Bridge during the Arts Festival.

Members of the community with disability were represented in this project. The stories of people with disability did not focus on their disability – but their connection to their community in reference to the Mandurah bridge.

The aim of this project was to bridge the gap between generations. But, in addition to this it also provided a showcase of the bright and diverse community that makes Mandurah such a welcoming place to live and visit.

The bridge which was used to showcase the black and white portraits is designed so that it provides access for people using mobility devices – with the artwork displayed at a universally accessible height.





World Wetlands Day Event

The City's Environmental Services team initiated the inclusion of the City's beach wheelchairs and invited local volunteer led Fishability and Sail-into-Life groups to participate in the World Wetlands Day event in February 2020. This event demonstrated to the community that all people, with appropriate supports, can enjoy and engage with the local natural environments.



Club Renovation Toolkit Training

The City of Mandurah successfully applied for the second round of the Socially Inclusive Communities Western Australia project with Inclusion Solutions. Due to COVID-19 the training component of this project changed to online learning through the Club Renovation Toolkit program.

A combination of sporting groups and community groups from across Mandurah are currently participating in this online training. This program supports groups and clubs to develop strategies and skills to improve how they operate and how to provide opportunities for all people.

Socially Inclusive Communities WA

Through involvement in the Socially Inclusive Communities round one program the City of Mandurah was able to offer the community access to a workshop called 'Building Stronger, Better Connected Clubs'. This workshop was aimed at community clubs and recreation groups wanting to strengthen their membership numbers and increase volunteerism through exploring the talents, skills and passions of all community members.



Staff from across various business units at the City of Mandurah were also able to access the Inclusion Forums offered by Inclusion Solutions as part of the SICWA project. These forums delivered messages focused on the importance of social justice and the value of providing inclusive opportunities for all members of community. Staff who attended these

forums left the sessions feeling inspired and motivated to make the local community of Mandurah a more welcoming place for all.



Billy Dower Youth Centre

The Youth Team are working with a local Education Support Centre to support young people with disability to feel confident and welcomed to attend the youth centre and to participate in the many programs and activities on offer.

The Youth Team have presented to the Inclusive Mandurah group, providing information about how the youth centre works and how community can work together to support young people with disability to engage with the centre.

The youth centre has experienced an increase in people with disability participating in programs and activities at the centre since the NDIS was rolled-out in the Peel region. The youth centre have reported some great outcomes of young people with disability engaging in activities with formal supports provided, by a funded support worker through an NDIS plan, being gradually withdrawn over time as the young person's skills and confidence increase.

The youth team are working well with support workers from outside of the City to encourage positive outcomes for people with disability.

2. Buildings and facilities

DAIP Outcome 2: People with disability have the same opportunities as other people to access the buildings and other facilities of a public authority.

This outcome area is about how your organisation has ensured and safeguarded accessibility in the planning, design, and improvement of built infrastructure.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? Yes

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

Beach Access Storage Shed

The Mandurah Ocean Marina team initiated the concept idea for a beach access storage shed at Keith Holmes Reserve in Mandurah. The various business units across the City are demonstrating great leadership in design which enables greater access and inclusion for all of our local community.

The beach access storage shed has room for three beach wheelchairs and has a hose attachment which can be used with the tap next to the shed to rinse of equipment prior to storing back in the shed.

The sign on the shed was designed by a local art group called 'Ability Arts' and the fob key for the storage unit will be available from the next-door Mandurah Ocean Marina Chalets.

Keith Holmes Reserve was selected as the site for the beach access storage shed due to the pre-existing infrastructure including ACROD parking, accessible toilet, ramp access to park, beach, toile, storage unit. Additionally, Keith Holmes Reserve includes accessible playground equipment and beach matting.



Beach Walker

Through working together with neighbouring local governments – the City of Mandurah has been able to trial a Beach Walker (a typical style walking frame which can be used on sand).

The City of Rockingham was able to lend one of their beach walkers to the City of Mandurah which was showcased at the World Wetland's Day event along the Mandurah Foreshore in February 2020. This walker was available for community members to trial and provide feedback to City staff. Through this trial opportunity the City received positive

feedback from the community which supporting the idea of the City purchasing a beach walker for community use.

In June 2020 the City purchased a beach walker which will be stored in the new Beach Access Storage shed.



Image: Beach Walker on loan from City of Rockingham at event along Mandurah foreshore.

Keith Holmes Reserve Upgrade

The City of Mandurah Marina team have implemented extensive upgrades to the paving at Keith Holmes Reserve. The paving upgrade includes increased accessibility for people using mobility devices in addition to artistic design features which add interest to the spaces.

The artworks are enjoyed by all of community – with school children counting the schools of fish, dolphins and divers – whilst ensuring that the artwork still provides a smooth surface and that contrasting colours have been used for increased visibility.

Spaces have been provided for future picnic tables and shelters which will provide for universally accessible tables with circulation space.

This space also includes an accessible floating jetting with an image included below.



Images below of the artwork in the paving upgrade at Keith Holmes Reserve.





CASM Gallery Access Upgrade

The City of Mandurah continues to work towards providing universal access to all buildings and facilities. This goal remains a work-in-progress but achievements are made every year. For example, there has been an electronic door upgrade to the Contemporary Art Spaces Mandurah gallery. This electronic door, including a smooth threshold entrance provides excellent access to all artists, staff and visitors using the gallery space. This upgrade has proved to be a beneficial addition not only to people with a disability but for people carrying art supplies and people pushing a pram and for deliveries using a trolley. This is another example of universal access making the world a more vibrant place for all.



Administration Building Access Upgrade

A person who uses a wheelchair commenced employment within the City of Mandurah administration building in 2019. It was soon identified that the internal doors were difficult to open and close due to the weight of the doors. A quick-fix was initially implemented by changing the hinges on the doors. Soon after these changes were made staff from all across the organisation were commenting on the positive impact made to their daily experience within the office due to the change in the door weight.

In 2020 a further improvement was made to two internal doors within the administration building through the provision of automatic operation to open the doors. Again, this further improvement has had a positive impact on all staff even though the access upgrade was targeted to a person with a disability.



The new automatic door in the City administration building works brilliantly for all staff.

San Remo Beach Upgrade

The Landscape and Technical Services team have been able to install ramp access to a beach shelter and viewing area at San Remo beach. This addition provides improved access to community members to a popular beach. This beach has a surf club, café, playground, public toilets and ACROD parking.

The Mandurah Surf Life Saving Club also provides the Star Fish Nippers program for children who have disability related needs.

The beach shelter is well-positioned off to the side from the café and parking area – making the space a great place for all of the community to easily access to enjoy the ocean views – whilst possibly enjoying a fresh cup of takeaway coffee!



Halls Head Coastal Boardwalk – Stage 1

This space is an example of the City of Mandurah's commitment to universal design. This boardwalk provides a shared space for community to enjoy the ocean with spaces for wheelchairs at the breakfast ledge and next to bench seats.





Novara Foreshore (Stage Three Upgrade)

The Stage three upgrade to the Novara Foreshore has included new viewing platforms in the 'Meeting Place'. There are accessible ramps to all of the viewing platforms utilising aesthetically appealing design with an art theme reference to the local Noongar culture. Images below.





Smart Street Upgrade

Access and inclusion have been considered as part of proposed upgrades to the busy and popular Smart Street upgrade (part of Mandurah City Centre). The Access and Inclusion Advisory Group have been invited to provide input into this upgrade project with one member particularly interested due to lived experience of disability as a person with a vision impairment.

The upgrade will include;

- **General de-cluttering of the street and defined pedestrian access ways, clear of structures and obstructions**
- Removing stepped access from paving into business premises by grading new paving level to meet door openings
- Provision of a range of furniture options – including seats with backrests and arm supports to provide greater access to people with mobility impairments.
- Provision of compliant tactile surface indicators – warning and directional.
- Recommendations of an independent access report will be reviewed and be considered to finalise design details relating to the above.

Mandurah Waterfront – Western Foreshore – New toilets

The Senior Landscape Architect from Works and Services from the City of Mandurah has worked closely with the City's Access and Inclusion Advisory Group for input into the toilet design.

This toilet design is an example of the City's commitment to building a welcoming community for everyone through going beyond minimum access requirements.

- **Design includes two accessible toilets, one ambulant toilet and four standard toilets.**
- **The facility also includes a storage area that has been sized layout and serviced so that it could be converted to a 'Changing Places' facility if determined in the future that this is the most ideal place for this facility (in regards to the overall upgrade to the Western Foreshore space)**

Mandurah Waterfront – Western Foreshore Play Space

Access and inclusion have been considered as part of proposed upgrades planning and design process for the Western Foreshore Play Space. An integral part of Play Space design criteria includes provision of challenging, adventure play elements that cater for a range of age groups and abilities. Examples of accessible features of the Play Space design include:

- **Provide for 'sensory seekers' and 'sensory avoiders'.**
- **The play tower will include an accessible ramp to at least one level of the structure.**

Members of the City's Access and Inclusion Advisory Group contributed to the vision for play space and engaged in the review of the concept design.

Project leads also met with Occupational Therapists from Kern Health and a carer to seek feedback on proposals and further considerations.

Requirement for an independent access audit of design was included as part of consultant's scope of works for Design of Custom Play Structures.

Mandurah Waterfront – Skate Park

Typically, a skate park may not be considered as a community space were access and inclusion is considered. However, the City of Mandurah sees this space as an important community meeting space were family and friends will visit for recreational use and/or as spectators. The space has been designed to attract competitions to the local area.

Requirement for an independent access audit of design was included as part of 'Design and Construction' scope of works.

The City's Access and Inclusion Advisory Group members were briefed on project at regular intervals and feedback invited. During detail design the group members were specifically engaged with in regards to preferred Drinking Fountain model types.

Construction on project has started. Construction completion date January 2021.



The above images show the drink fountain option that the Access and Inclusion Advisory Group agreed on for inclusion at the Skate Park. This option has a lever operation which supports universal access for people with less finger dexterity and strength in the hands and wrists.

Mandurah Waterfront – Estuary Pool – Planning and Design

Access and inclusion have been considered as part of the proposed upgrades, planning and design process for the Estuary Pool including;

- Addition of an access ramp to existing beach area that is being upgraded (currently large step access).
- Provision of stepped and ramped entry into Estuary Pool.
- Generous path access ways and circulation space that exceed minimum widths.
- Kick rails to edge of Estuary pool walls and curved floating platform.
- Balustrade to full outer edge of curved floating platform.
- Provision of shade and seating with back supports and arm rests.

The final design outcome is a balance between providing equitable access and ensuring that risks for all users are mitigated.

Existing beach area upgrade design includes more generous beach area with gentle slope grade to water and 1:20 ramp access from existing path access.

San Marco Reserve (Halls Head)

Access improvements were made to a neighbourhood park in Halls Head to increase accessibility for all local residents to be able to enjoy the space.

The Technical and Landscape Services team created a path with ramp access through the reserve as well as planting trees. A seat was also installed under the shade of tree with plenty of circulation space for people using mobility devices. Local residents using mobility scooters and wheelchairs are now able to access this charming space to meet with friends and neighbours.



Before and after aerial images of the San Marco Reserve

Westbury Way Park in Dawesville – Stage Three

Some of the following inclusions have been made possible at Westbury Way Park through active engagement with the City's Access and Inclusion Advisory Group and a strong commitment from the Landscape and Technical Services team to providing universally accessible spaces that all of the Mandurah community can enjoy.

- Accessible 'Honeycomb', Bird's Nest style rocker and 'Tornado', Bird's Nest style swing with accessible rubber soft-fall surround surface.
- Two wheelchair accessible picnic tables.
- Snake carving to timber adjacent to path with Noongar and English names to provide access to carving and sensory experience.
- Additional carvings in the play space off the path provide sensory experience.
- Rubber soft-fall surface to provide access to sand play area.
- Wheelchair accessible drinking fountain.
- Accessible paths.



Mandurah Aquatic and Recreation Centre (MARC)

During the 2019/2020 the MARC has been able to purchase a portable hoist which will be used in one of the Accessible Changerooms and in the Wellness Spa. This hoist has been purchased to provide an additional option to the fixed hoist in the Wellness Spa and in the Changing Places facility at the MARC.

The centre staff observed that there was a high demand for the use of the hoist in both the Changing Places facility and the Wellness Spa areas. This additional hoist will enable greater access for visitors to the MARC.

In February 2020 the MARC hosted a Come and Try/Talent Search Wheelchair Rugby League session. This session provided an inclusive sporting opportunity which was open to all of community at no cost. The event organisers explained that the venue and engagement level from Mandurah exceeded all other events across WA – and that some

talent was identified from Mandurah. The Recreation Centres and Community Capacity Building teams plan to explore opportunities for further wheelchair sport events to be held at the MARC.



3. Information and Communication

DAIP Outcome 3: People with disability receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.

Good practice in this area involves considering your target audience: language and terminology; format; location and sensory access for physical signage; technology and customer service delivery.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? Yes

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

Disability Support and Service Providers

The City of Mandurah has updated the landing page 'Disability Support and Service Providers' on the City's website. This page includes the following headings:

- COVID-19 Specific Information and Resources
- NDIS Partners in Mandurah
- Support Providers (NDIS)
- Education Support Centers
- Advocacy Support
- Disability Employment Service Providers
- Recreation
- Useful links

This page supports the community to independently access information specific to disability-related needs.

<https://www.mandurah.wa.gov.au/city-and-council/access-and-inclusion/disability-support>

Inclusive Mandurah Facebook

Often people with disability and family members do not receive the same level of access to information and resources as providers to service providers. The Inclusive Mandurah Facebook page attempts to reduce the gap between what service providers have access to and what family members and people with disability have access to.

The Inclusive Mandurah Facebook page provides a local hub of information about events, resources and news relevant to access and inclusion for all people in the community – not just service providers.

Over the last six-months there has been an increase in engagement in this page and the page has proved to particularly helpful during COVID-19.

This Facebook page is independent from the City of Mandurah but is currently supported by the City whilst the community led group develops confidence and capacity to manage this page independently from the City.

Dementia Friendly Resources

The City of Mandurah Libraries team continue to add Dementia Friendly resources to the shelves at the Mandurah Libraries. Alzheimer's WA have recommended resources which are picture heavy with few words – aimed at adults rather than a typical children's picture book. The library team have also developed 'Make with Me Packs' that people can borrow. These packs are designed for people with Dementia to use with their family members (i.e. children, grandchildren). The packs include a book and a craft – with reformatted instructions enabling people with Dementia access to completing the craft activity with their family members with an increased level of independence.

The City of Mandurah has over 28 'Make with Me' packs of various titles that are specifically designed to be dementia friendly and can be loaned by anyone who has a library membership. In addition to this, 180 Make with Me Packs were gifted to community groups and schools.

Interestingly, library team members have been approached by community members explaining that these resources are providing inclusive opportunities to other community members including people with Autism. One parent explained that the written material is presented in a way that provides less distractions to her son who has Autism.



The image above shows library team members holding some 'Make with Me' packs ready for distribution to the City's intergenerational partners (both child and senior organisations).

Library Resources

In addition to the above-mentioned Dementia Friendly resources the City of Mandurah libraries continue to add accessible resources to the libraries each financial year – including audio books, large print and books which include braille.



City of Mandurah Community Sector Hub Facebook Page

This Facebook page was launched as a response to COVID-19 to support the local community sector to stay connected and updated on current information, resources and activities in the community.

Although this Facebook page is dedicated to the community sector – people with disability, family members and support networks are supported through greater access to information. This is achieved by enabling the community and disability support sector with access to a wealth of relevant information that is passed onto people with disabilities and support networks. Through access to this information people with disabilities and their networks achieve greater access to available resources and information in the community.

Mandurah, Kwinana, Rockingham Access and Inclusion Network (MKRain)

MKRain is an example of effective collaboration between neighbouring local governments. This network group came about through a meeting between the Access and Inclusion Officers at each of the respective local governments who identified that people with disability and their support organisations do not work and live within local government boundaries.

Rockingham already had a well-established Rockingham Access and Inclusion Network attended by disability and community organisations across Rockingham and other local areas to share information and resources to the benefit of the community.

Early in 2020 the first Mandurah, Kwinana and Rockingham Access and Inclusion Network meeting was held. As a result of the COVID-19 restrictions the meetings were moved to an online platform with attendance significantly increasing.

As part of this initiative the City of Rockingham facilitates an e-newsletter which the City of Kwinana and the City of Mandurah support with providing content. This e-newsletter is distributed to hundreds of disability and community support organisations across the three local governments.

The MKR network provides another avenue for service providers to access relevant and timely information to share with people with disabilities and their support networks.

Easy Read – COVID-19

The City of Mandurah has strived for excellence in providing current and relevant information and resources to the Mandurah community throughout COVID-19. An example of this excellence is the Mandurah Matters website – a community hub for information and a dedicated page to COVID-19. This page has also provided an Easy-Read document about COVID-19 to support people with an Intellectual Disability to access information about the virus.

In the new financial year, the City of Mandurah plan to access training through Visability to develop skills and confidence around developing written material which is accessible to all of the community.

Wearable Art – Tactile Boards and Audio Descriptions

The City of Mandurah approached a local artist who worked with our Arts team – selecting five garments from the Wearable Arts exhibition to do an audio description for.

The artist approached three community groups (local children, people living with dementia from the Reflecting with Art program and Silver Chain) who viewed the garments and explained and interpreted what they saw. The audio descriptions feature an introduction and artist statement voiced by Mandurah MP and state Culture and Arts Minister David Templeman as well as observations about the garments by local community members.

Headsets were made available at the exhibition with the descriptions being played from small MP3 players which were easy to move around with.

Tactile boards were included with the audio descriptions. A selection of fabrics, the same as the garments, were made available from the artists – for people to touch. The tactile boards – along with the audio descriptions provided the opportunity for people with a vision impairment to feel the materials each artist has used as well as the opportunity to explore and understand the artists' creations through another's eyes.

The interesting thing about the audio descriptions and tactile boards was – everyone benefited from the opportunity to experience the art through all senses! Feedback from the community showed overwhelming support that the audio descriptions and tactile boards made the exhibition more vibrant (than it already was).



4. Quality of service

DAIP Outcome 4: People with disability receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

This outcome area involves the safeguards and initiatives which ensure that your services and processes are consistent, inclusive or readily adjust to people's needs.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? Yes

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

Intergenerational Christmas Event

In December 2019 an Intergenerational Christmas event was held at the Lakelands Library – with the library team considering lots of access and inclusion details. This is an example of leadership demonstrated by the City of Mandurah staff to facilitate welcoming events for all of our community.

The City's Marina team provided beach access matting to the outdoor lawn spaces to support access for people using wheelchairs and other mobility devices and aides.

Large outdoor games were provided to ensure that there were universally accessible outdoor activities for all ages. Sensory toys and bean bags were also made available for people needing time to 'chill-out' in a quiet zone.

Story Dogs

Story Dogs support people who may not have the confidence to read aloud to anyone else – to read to one of the trained Story Dogs. Story Dogs provide a non-judgemental setting where a person can focus on their literacy skills and develop their confidence. The Story Dog supports people to relax and to enjoy the experience of reading.



The library team were able to run a Story Dog program during the 2019/2020 financial year. The program was offered to local home-school families at one of the Mandurah library venues. Students are able to access a 20-minute session with a story-dog and their facilitator (the team). The idea is that students retain the same appointment with the same team throughout the term to ensure continuity and build confidence.

An example of the benefit of this program for people of all abilities includes a local child who, after working with the Story-Dog team, is now able to read sentences.

Story Dogs is a volunteer run national literacy program whereby dog teams visit local primary schools. The aim is to encourage reluctant or struggling readers between the age of 7 and 10 to build confidence and interest in reading by giving them the opportunity to read to dogs that have been assessed for the purpose (with minimal interference from the volunteer). The dogs are non-judgemental and the atmosphere is relaxed.



Customer Service - Knowledge Base Articles

The City's Customer Service team have added disability specific information to the knowledge base articles. The customer service team are now able to access this information quickly so as to provide community members with relevant information in response to queries related to access and inclusion within the City of Mandurah.

The information that has been recently added to the knowledge base includes:

- Disability Services - Listing of Services available
- Access and Inclusion Information
- Accessibility of City Facilities
- Process for applying for an ACROD permit

5. Complaints and safeguarding

DAIP Outcome 5: People with disability have the same opportunities as other people to make complaints to a public authority.

Equitable complaints mechanisms can effectively receive and address complaints from all members of the community and play a fundamental role in making sure that services meet the needs of intended consumers.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? **Yes**

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

How to Report an Access Concern

The City of Mandurah has developed a simple 'how-to' guide for community members to follow when wanting to report an access issue to the City of Mandurah. This 'how-to' guide has been emailed out to community networks through the Access and Inclusion Officer to both individual community members and disability service organisations.

Access and Inclusion Advisory Group

The City's Access and Inclusion Advisory Group (AIAG) meets six times per year. At each meeting there is a section dedicated to a 'round-table' discussion. During the round table discussion group members are able to raise access issues from around the City. Members are encouraged to use the above mentioned 'how-to' guide for general access concerns with the larger, more strategic level issues to be raised at the AIAG meetings.

When an item is raised in the round table section, and if it is not addressed within this meeting, the item is added under the 'general-business' section to be updated at the next AIAG meeting. AIAG members are welcomed and encouraged to raise community level complaints and issues at the AIAG meeting.

In December 2019 two members from the City's Landscape and Technical Services team were invited to join the AIAG as City representatives. These members attend the meetings during the project update, round-table and general business sections of the meetings so that they are able to directly respond to queries relating to landscape and technical services.

Local Networks

During the COVID-19 crisis the City of Mandurah worked closely with local disability and community support organisations to ensure that organisations stayed connected and informed regarding local supports and services.

The City's Access and Inclusion Officer maintained connections through the local disability sector and established new connections to ensure that this sector was informed and connected throughout the crisis.

Through moving the Mandurah, Kwinana and Rockingham Access and Inclusion Network (MKRain) online – local providers were able to keep up-to-date with local supports and services. Furthermore, providers were able to maintain a direct line of communication with the City of Mandurah to ask questions and raise concerns. All issues and questions which were raised and / or identified were responded to and shared with the network members.

COVID -19 Community Well-being Calls

As a response to safeguard people in the local community who may require support during the COVID-19 crisis the City collated a data base of residents. Well-being calls were made to a large number of local residents to ensure that they had access to services and supports that they required during the crisis. Phone calls were targeted to people aged 65+.

Prior to the well-being calls being made a spread sheet was developed with up-to-date information about supports and services available to community members including information specific to people with disability-related needs.

6. Consultation and engagement

DAIP Outcome 6: People with disability have the same opportunities as other people to participate in any public consultation by a public authority.

Good consultation and engagement strategies consider the ways in which all people are encouraged and supported to engage or participate with information, strategies or decision-making processes of an organisation. This in turn can provide public authorities with more inclusive outcomes and potentially awareness of different perspectives.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? Yes

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

Western Foreshore Play Space – Engagement with Local Therapy Provider

The Technical and Landscape Services team requested support from the Access and Inclusion Officer to develop a knowledge-base of access and inclusion requirements for people with disability – beyond physical access requirements.

A meeting was arranged for two of the Landscape Architects working on the Western Foreshore Play Space to meet with a local therapy provider and a parent of an adult with a disability. The Access and Inclusion Officer supported the conversation between all meeting attendees.

The Occupational Therapists were able to provide the Landscape Architects with a detailed overview of access and inclusion needs of people with various needs with particular attention to people who may have sensory seeking and sensory avoidance needs.

The parent of the person with a disability was able to provide a lived experience perspective – particularly as her son is an active member in his community, and requires support with a range of access needs.

The Landscape Architects found this experience beneficial and have been able to use information obtained in the meeting in other design plans for community open spaces. This will be an engagement method which will be used more broadly across the City due to this positive experience.



Peel-Harvey Estuary Trails

The Economic Development team from within the City of Mandurah has reached out to the City's Access and Inclusion Advisory Group for support to run an access and inclusion lens over the Peel-Harvey Estuary Trails feasibility study and report which will be presented to Council.

Input from the AIAG has provided valuable input into the worth of providing universal access to trails and kayak/paddle launch sites from the perspective of community use and tourism engagement.

Community Feedback on Access Design

The Landscape and Technical Services team have requested feedback from the City's Access and Inclusion Advisory Group on a number of neighbourhood projects throughout the year. The City values feedback on design at all stages to create opportunities for community to celebrate and preserve our local natural environment.

For example, the AIAG members provided feedback to the lead Landscape Architect through a site visit to a neighbourhood park, Birchley Park in Coodanup. Through this site visit it was identified that the wood carvings of native animals with the name of the animals (in both Noongar and English languages) provided a sensory experience for people with a vision impairment (in addition to other sensory seeking needs). A person with a vision impairment who attended the site visit explained the positive impact the wood carving had on her experience at the park and highlighted that she would share this experience with other networks who have a vision impairment.

This feedback has supported the Landscape team to consider wood carvings in other locations – not just for a visual enhancement to the space but from an access and inclusion perspective. For example, a wheelchair accessible table with timber carving to the table with Noongar and English text has been provided in the courtyard area adjacent to the community showers/lockers in Mandurah.



Outdoor Gym Equipment

The Landscape Services and Technical Services team have worked with community members for support to include universally accessible outdoor gym equipment at a local

park. Support from was provided to develop universal measurements for maximum usage of the equipment. Community members also supported the selection of the equipment. Community members have trialled the installed pieces of equipment and have provided feedback which will support future projects.

The Landscape and Technical Services team are keen to use the learnings from this experience for future projects to enable universal access to our open spaces across Mandurah.



International Day of People with Disability (IDPwD) 2020 Working Group

A working group has been established for planning for the events for IDPwD 2020. This group includes people with disability and people working in local disability sector organisations. This group is provided with administrative support from the City and reflects the commitment that the City has to supporting community-led projects. The City has successfully applied for an Alcoa Community Partnership grant of \$5,000.00 which will assist the community led group to cover the costs of planned events and activities.

Access and Inclusion Advisory Group

The City of Mandurah's Elected Members appointed the new Access and Inclusion Advisory Group towards the end of 2019. The group is made up of two Elected Members, 11 community representatives and two representatives from the local NDIS partners. City staff members also attend each meeting for administrative support in addition to assisting to answer questions from the group. The AIAG plays an important role in assisting the City's implementation of the AIP by providing feedback and input on access and inclusion

issues. Over the 2019/2020 there has been a marked increase in the level of engagement between a variety of business units across the City with the Access and Inclusion Advisory Group (AIAG).

The group attended an induction session in February 2020 which covered topics such as valued social roles, person first language and the social model for disability. This induction session provided the AIAG members with an overview of the role of the advisory group within the organisation and supported a cohesive approach to influencing the benefits of access and inclusion for all.



The newly appointed AIAG completing a site-visit at the Mandurah Museum to provide feedback on the new floor surface.

Emergency Management

The City's Emergency Management team have included representatives from local aged care facilities on the Mandurah Local Emergency Management Committee (MLEMC). The MLEMC has designed and conducted three emergency exercises with vulnerable community scenarios and have ensured that the needs of the aged care and disability sectors are well considered in response and recovery. The emergency planning at the City also includes ongoing inter-agency information sharing to support emergency planning across the community for all community members.

7. Employment, people and culture

DAIP Outcome 7: People with disability have the same opportunities as other people to obtain and maintain employment with a public authority.

This outcome is focused on your organisation's activity in directly employing people with disability; including considering the environment, culture and processes which support the maintenance of employment.

a. Did you commence or complete new activities, or make significant achievements to ongoing activities, in 2019-20? **Yes**

b. If Yes, please describe one or more of these activities, sharing as much as possible about the purpose and the outcome of the activity.

LeadAbility Peel

Towards the end of 2019 the Peel area was fortunate to access LeadAbility training at no cost to the City or participants. The City supported this program through promoting the application process for the program which attracted approximately 14 community members. Community members included people with lived experience of disability and/or a passion for access an inclusion.

The City supported this program through the Access and Inclusion Officer attending the majority of sessions. This level of supported provided a practical element to participants working on projects based on local area needs related to access and inclusion. The Access and Inclusion Officer was able to link each of the projects to actual works in progress with the City of Mandurah and/or City personnel or community networks for support with each project.

The City of Mandurah has been able to strengthen relationships and networks with community members through involvement in this program which has also benefited the community participants.

The LeadAbility training provided community members with an opportunity to develop their skills, networks and confidence which will support future employment and/or leadership roles.



Job Carving Project

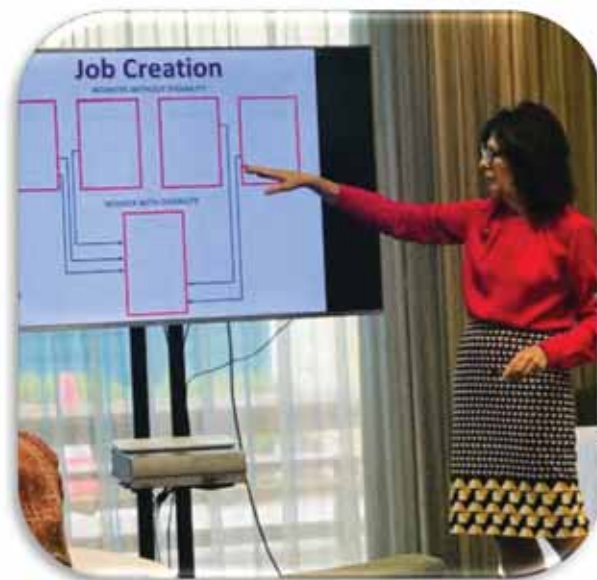
Through a successful Lighthouse Employment grant application the City of Mandurah has been able to implement a job carving project throughout the City. Job Carving is a concept which promotes opportunities for people with an Intellectual Disability to access employment opportunities in the open-market rather than segregated employment settings. This is achieved through exploring tasks undertaken by current employees which

are time consuming – but still vital to the day-to-day operating needs of the business area. Tasks are provided to a person with an intellectual disability to complete – based on a person’s interests and skills (in addition to business needs) – ‘freeing’ up time from the staff member to focus on core business tasks.

Through engaging a facilitator, with extensive experience and knowledge about job carving, workshops about how to provide job carving opportunities have been provided to City of Mandurah staff, parents and local Disability Employment Service providers. A workshop will be delivered to local employers later in the year. This final workshop has been delayed due to COVID-19.

The workshop delivered to City of Mandurah staff was also attended by City of Rockingham staff to support cross local government collaboration – to share experiences regarding the job carving journey from with local government.

In the 2020/2021 financial year further training opportunities will be provided to City of Mandurah staff to develop leadership and confidence to support business units to provide employment opportunities to people with disability. An internal working group is also planned to support the implementation of job carving opportunities across the organisation.



Unconscious Bias Training

In August 2019 143 staff from all levels of the City of Mandurah organisation attended Unconscious Bias training delivered by Diversity Australia. This training supported staff to develop leadership and confidence around employing people from a diverse range of backgrounds and abilities. The training assisted staff to examine their own internal biases so that they can practice conscious awareness within their work environment.

In 2020/2021 the City of Mandurah plan to build upon the knowledge learned from the Unconscious Bias by delivering further training aimed at developing leadership and confidence to support the employment of people with disability within the organisation. This action is planned as a result from feedback from staff through the internal engagement for the review of the 2015-2020 Access and Inclusion Plan and made available through a successful application to Inclusion Solutions.

Community Champion Program

As part of International Day of People with Disability 2019 the City was able to provide the community with the opportunity to learn about the Community Champion program offered by Carers WA.

The Community Champion program provides training to people with lived experience to develop confidence and skills to influence and support positive changes in their own communities. The Community Champions training includes the following topics:

- How to use your own lived experience to work towards change
- Speaking up for yourself or someone you love
- Community leadership information
- Challenges and issues faced by people with a disability in the community
- Positive ways to alter stereotypes and language associated with disability

An information session about the program was facilitated by Carers WA in collaboration with the City of Mandurah at the Lakelands Library. A future training session was postponed due to COVID-19. It is anticipated that the training session will be delivered later in 2020.



Traineeship

The recruitment for the traineeship position for a person with a disability has been placed on hold due to COVID-19. The recruitment for this traineeship will resume in early 2021. The traineeship will be offered in the City Parks area and will include learning all aspects of maintaining parks and gardens within the Mandurah parks and reserves. Some tasks will include: weed control, mulching, planting, mowing, weed spraying, litter collection, hedging, pruning and bushland control. The trainee may study towards a Certificate II in Horticulture.

In preparation for this traineeship the Human Resources and Organisational team has initiated connections with the local Disability Employment Service providers.

8. Agents and Contractors

The Disability Services Act 1993 requires authorities to take practicable measures to implement DAIPs through agents and contractors. Engaging key agents and contractors about your DAIP helps to make sure that services delivered to the public on your organisation's behalf share the values and reputation associated with your commitment to access and inclusion.

a. Does your organisation have measures in place to influence your agents and contractors to act in accordance with your access and inclusion values? **Yes**

Agents and Contractors AIP Feedback Form

For this 2019/2020 report the City sent out the standard Disability Access and Inclusion Plan Contractor Progress Report template to contractors and agents. The information that was returned did not provide detailed information about how the contractors are contributing to the City's Access and Inclusion Plan. Therefore, the City has amended the template to encourage more detailed information from contractor in following years.

The amended feedback form provides an opportunity for the City to develop awareness and knowledge through sharing resources and to motivate contractors to consider incorporating accessible and inclusive opportunities into their everyday practices.

9. General feedback

If you have anything else you wish to share about your organisation's experiences, or general feedback or advocacy about access and inclusion, please include below.

International Day of People with Disability (IDPwD)

The City of Mandurah facilitated a celebration event in recognition of IDPwD 2019 to celebrate the diverse local community. The event acknowledged the many talents, strengths and contributions made to the local community by people with disability. The event was held at the Mandurah Performing Arts Centre (MPAC) and included people with disability performing valued roles including Master of Ceremonies, artist, waitperson, guest speaker and musician. This event was well-received by the community and demonstrated that people with disability are an integral part of the Mandurah Community.

The 2019 IDPwD provided an opportunity to unveil a memorable plaque for the late Mr Kim O'Neil at the new lift on the ground floor of the MPAC. Mr O'Neil was a long-serving member of the City's Access and Inclusion Advisory Group and was instrumental in lift being added to the MPAC.



COVID-19 Response

The City continued to demonstrate commitment to access and inclusion for people with disability through the COVID-19 crisis and into the recovery phase. The following strategies were put into place to ensure that people with disability were provided with the required supports and information during the crisis.

- Easy-Read COVID-19 specific information was added to the City’s website to support people with intellectual and cognitive impairments to understand information about COVID-19.
 - An internal group called the Social Connections Project Team was established to focus on people with disability and seniors in the local community.
 - An online network group was facilitated for the local disability sector and included the City of Rockingham and the City of Kwinana. This online network group ensured that the disability sector was provided with access to timely and relevant information to support people with disability during the crisis.
 - Feedback from the local disability sector highlights that the City supported the sector well during the crisis which safeguarded people with disability from being left behind during the pandemic.
 - Mandurah Community Sector Hub Facebook Page – This page is administered by the City’s Community Capacity Building team and provides the community sector, including disability support organisations. The information made available on this Facebook page supports the local sector to access, promote and share information.
-

Public Health Plan

The City has chosen to enhance its commitment to the community’s wellbeing through developing a Public Health and Wellbeing Plan 2020-2023. The vision of this plan is to create a place where community is proud, inspired, inclusive and innovative. This plan is an example of the principles of access and inclusion being woven into other City plans.

10	SUBJECT:	Retail Trading Hours Christmas 2020
	DIRECTOR:	Deputy Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

Retail trading hours for Mandurah are currently in accordance with the *Retail Trading Hours (City of Mandurah) Variation Order (No2) 2013*.

In previous years, Council routinely applied for a short-term adjustment of extended retail trading hours over the Christmas period, a combination of hours currently permitted under the variation order and additional late night and Sunday trade during the pre-Christmas period.

Due to the economic impacts from COVID-19 pandemic has had on our local economy, Council is therefore requested to adopt extended Christmas trading hours for 2020 similar to those of 2019.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.25/12/19 17 December 2019 Council revoked G.31/6/19 Retail Trading Hours, which read:
 1. Authorised officers to undertake a community and business consultation process in relation to retail trading hours in Mandurah.
 2. Authorised expenditure for the engagement of a consultant to undertake the community and business consultation.
- G.23/10/19 24 September 2019 Council authorised officers to apply to the Department of Commerce for a short-term adjustment to extended Christmas trading hours 2019.
- G.31/6/19 25 June 2019 Council authorised officers to undertake a community and business consultation process in relation to retail trading hours in Mandurah.
- G.23/10/18 23 October 2018 Council authorised officers to apply for a short-term adjustment on extended trading hours for Christmas 2018.

Background

In 2018, officers undertook a consultation process with the Peel Chamber of Commerce and Industry, Mandurah Shopping Centre managers and several major retailers to ascertain their respective views on proposed extended Christmas retail trading hours for Mandurah.

Consultation with major Mandurah retailers in 2018 indicated a preference for additional trading hours in Mandurah, to align with the Metropolitan region, which officers subsequently recommended. Council adopted Christmas trading hours similar to those in the previous year (2017).

The 2019, the standard Christmas consultation process was not conducted due to time constraints arising from a Council resolution that sought to undertake a specific community and business consultation process, in relation to general retail trading hours. The PCCI had been notified of these time constraints, and supported the Christmas trading hours remaining similar to those adopted in 2018. Council endorsed these trading hours.

Subsequent to that Council decided against investing significant funds in undertaking detailed community and business consultation processes.

Comment

Previously, Council applied for a short-term adjustment of extended retail trading hours over the Christmas period, a combination of hours currently permitted under the Variation Order and additional late night and Sunday trade during the Pre-Christmas period.

The City's ID Economic Profile tool, *COVID-19 Economic Outlook*, provides a forecast of the economic impact of COVID on Mandurah's economic activity in the June Quarter 2020. It forecast a reduction in Gross Regional Product of 11.6%, and a reduction in local jobs of 8% (more than 2,000 local jobs). COVID-19 has had an unprecedented effect on our local economy, therefore officers recommend aligning Christmas trading hours similar to those adopted in 2019.

Officers' proposal for the 2020 Christmas trading period is as follows:

2020 DECEMBER						
SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13 Proposed 8.00am – 6.00pm	14 Proposed 8.00am – 9.00pm	15 Proposed 8.00am – 9.00pm	16 Proposed 8.00am – 9.00pm	17 General Retail Trading Hours 8.00am - 9.00pm	18 Proposed 8.00am – 9.00pm	19 General Retail Trading Hours 8.00am – 6.00pm
20 Proposed 8.00am – 6.00pm	21 Proposed 8.00am – 9.00pm	22 Proposed 8.00am – 9.00pm	23 Proposed 8.00am – 9.00pm	24 General Retail Trading Hours 8.00am - 9.00pm	25 Closed Christmas Day	26 Proposed Boxing Day 8.00am – 6.00pm
27 General Retail Trading Hours 10.00am- 5.00pm	28 General Retail Trading Hours Public Holiday 10.00am – 5.00pm	29	30	31	1 January Proposed Public Holiday 8.00am – 5.00pm	

It should be noted that in seeking and receiving approval for an extended trading period, it is not compulsory for local businesses to open for the extended period. Approval only ensures that businesses are permitted to open during the approved hours on the specific days if they wish to do so.

The trading hours of the following business types are not covered by the *Retail Trading Hours Act 1987*:

- Restaurants
- Cafes
- Takeaway food shops
- Short-term markets (set up and dismantle in one day)

This means that these types of businesses are exempt from the *Retail Trading Hours Act 1987*.

Peel Chamber of Commerce have been consulted on the officer recommendations and have expressed their full support for the proposed extended trading hours (Attachment 10.1).

Consultation

Officers have consulted with the Peel Chamber of Commerce and Industry

Statutory Environment

Retail Trading Hours Act 1987

Policy Implications

N/A

Economic Implications

The proposed extended Christmas retail trading will create a retail trading environment that allows choice, flexibility and improve competition with the Metropolitan retail outlets.

Risk Analysis

Risks associated with not extending trading hours include:

- Risk to Mandurah's local economy (retail leakage to other LGAs);
- Risk to Mandurah's liveability (limited shopping hours);
- Risk to the City's reputation (failure to respond to community and retail outlets needs)

Strategic Implications

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

Economic:

- Promote and foster business investment aimed at stimulating economic growth.
- Facilitate and advocate for sustainable local job creation and industry diversification.

Organisational Excellence:

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

Conclusion

Aligning with previous Council decisions undertaken and in view of the economic impacts from the COVID-19 pandemic, Council is requested to adopt extended Christmas trading hours for 2020 as outlined in this report.

NOTE:

- Refer ***Attachment 10.1: Peel Chamber of Commerce and Industry Letter of Support***

RECOMMENDATION

That Council authorises officers to apply to the Department of Mines, Industry Regulations and Safety for a short-term adjustment to extended Christmas trading hours for:

- **Sunday 13 and 20 December 2020, 8.00am – 6.00pm**
- **Monday 14, Tuesday 15, Wednesday 16, Friday 18, Monday 21, Tuesday 22, Wednesday 23 December 2020, 8.00am – 9.00pm**
- **Saturday 26 December 2020, 8.00am – 6.00pm**
- **Friday 1 January 2021, 8.00am – 5.00pm**



Peel Chamber of Commerce & Industry
Mandurah Transit Station Office
Cnr Galgoyl Rd & Allnut St
PO Box 574, Mandurah WA 6210
E: manager@peelcci.com.au

Att: Hon. Bill Johnston MLA
Minister for Mines and Petroleum; Energy; Industrial
Relations
9th Floor
Dumas House
2 Havelock Street
West Perth WA 6005

13th July 2020

RE: Letter of Support – City of Mandurah Retail Trading Hours 2020/21

Dear Minister Johnson,

On behalf of the Peel Chamber of Commerce and Industry Inc. and our wider membership I hereby express our full support for the City of Mandurah's proposed extension to the regulated retail trading hours for the upcoming Christmas period as per the attached.

Peel Chamber can verify that the City of Mandurah has undertaken a process for public comment in relation to the proposed changes for the 2020/21 Christmas trading season. Such a process required the Peel Chamber to actively participate in the release of proposed hours via survey, email and promotion through our combined media channels, reaching more than 6,000 individual businesses and regional stakeholder organisations. Peel Chamber supported this process for a 2 week period and therefore can endorse this process and can attest that we are satisfied with the outcome for the upcoming season as is 86.5% of respondents.

We would like to acknowledge the City of Mandurah's leadership during this time, choosing to apply for the same extension as that of 2019 taking into consideration the affects the global COVID-19 pandemic has had on our localised economy and wider community.

Please do not hesitate to contact me, personally, should you have any further queries.

Kind regards,

Andrew McKerrell
General Manager, Peel Chamber of Commerce & Industry Inc.

PLATINUM PARTNERS



PREMIER MEMBERS



11	SUBJECT:	Beach Patrol Service: Overview Season One 2020
	DIRECTOR:	Deputy Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

At the Ordinary Council Meeting on 17 December 2019, Council accepted the tender submission from Surf Life Saving Western Australia Incorporated for the provision of Beach Patrol Services with additional options for jet-ski/inflatable rescue boat (IRB) and complementary beach patrols services as required. The provision of the required services was for a trial period of three years, with the first season commencing on 20 January 2020.

As part of the report, Officers advised that Council would be provided with an overview of Surf Life Saving Western Australia's performance against the key performance criteria upon completion of the first year of the contract. The first season was completed at the conclusion of the Easter 2020 period and Surf Life Saving Western Australia have provided statistical information to the City for each of the patrol locations.

Council is requested to note the results of the first season of the City's Beach Patrol Service and acknowledge that the patrol schedule for the 2020/21 season will commence on 21 December 2020 with a communication plan to be delivered informing the community and visitors of the service.

Disclosure of Interest

Nil

Location

Pyramids Beach Dawesville, Falcon Bay Falcon, Town Beach Mandurah and San Remo Beach Madora Bay.

Previous Relevant Documentation

- G.38/12/19 December 2019 Council endorsed to accept Surf Lifesaving Western Australia Incorporated as the preferred tenderer for Tender 19-2019 for the Beach Patrol Services for a period of three years at the lump sum price of \$558,329.42 and the schedule of rates tendered for the additional services.
- SP.4/11/19 November 2019 Council declined all tenders for Tender T15-2019 Lifeguard Services and authorised the advertising of a tender for the provision of a beach patrol service for three years 2019/20, 2020/21 and 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora beaches, acknowledging that year 1 (2019/20) will be a part-service building to a full service by 2020/21.
- G.10/8/19 August 2019 Council authorised the advertising of a tender for the provision of a beach patrol service for the years 2019/20 to 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora beaches.
- G.34/3/19 March 2019 Council endorsed the City to write to the Minister for Fisheries requesting consideration for the grant funding to be reallocated for the purpose of supporting a beach patrol service.

- G.27/12/17 December 2017 Council endorsed the consultation plan for the proposed Falcon Bay Shark Barrier.
- G.13/8/17 August 2017 Council considered an interim report on the possible implementation of a Shark Barrier in Falcon Bay.

Background

In May 2019, the City sent official correspondence through the Mayor's Office to the Minister for Water; Fisheries; Forestry; Innovation and ICT; Science seeking approval to re-allocate the \$287,000 grant for the proposed installation of a beach enclosure at Falcon Bay, to support a beach patrol service at four beaches within the City of Mandurah.

On 13 June 2019, the City of Mandurah was officially notified that its request to re-allocate the funds for the purposes of establishing a beach patrol service had been approved. The original grant of \$287,000 would now be made available for use as a one-off contribution to the City of Mandurah to support beach patrols at Pyramids Beach, Falcon Bay, Town Beach and San Remo/Madora Beach for a trial period of three years.

In August 2019, Council authorised the advertising of a tender for the provision of a paid lifeguard service for the years 2019/20 to 2021/22 at Pyramids, Falcon Bay, Town and San Remo/Madora Bay beaches and in December, Council resolved to accept Surf Life Saving Western Australia Incorporated as the preferred tenderer for Tender 19-2019 for the provision of a Beach Patrol Service for a trial period of three years. Upon appointment of Surf Life Saving Western Australia, the City signed a grant agreement with the Department Primary Industries and Regional Development for the State Government's contribution of \$287,000 towards the beach patrol service trial.

Comment

Season 1 of the Beach Patrol Service commenced on 20 January 2020 and was completed at the conclusion of the Easter 2020 period, at the below locations:

- Pyramids Beach Dawesville
- Falcon Bay Falcon
- Town Beach Mandurah
- San Remo Beach Madora Bay.

The service operated Monday to Saturday for the period 20 – 31 January 2020 and then Saturdays only from 1 February to 31 March 2020. In addition, the service operated over the Easter period from Good Friday to Easter Monday inclusive.

The specification in the operating agreement between the City and Surf Lifesaving Western Australia, included the following reporting requirements:

- Beach Statistics including attendance numbers and general beach activities
- Total number of paid patrol hours
- Total number of shark sightings in proximity to patrolled locations
- Total number of beach closures, shark related and other incidents
- Total number of rescues performed
- Total number of first aid assistances provided
- Total number of engagements with local volunteer patrol services
- Total number of local people (Mandurah/Peel; Region) employed

Additionally, the Department Primary Industries and Regional Development grant agreement had the following reporting Key Performance Indicators:

- Operational days, availability, hours patrolled and outcomes
- Number of sharks sighted

- Number of beach closures
- Number of rescues
- Number of marine search and rescue requests
- Number of additional shark related requests

The following statistics are a combination of the operational reports provided by Surf Lifesaving Western Australia, for all four beach locations: (see report attachments 1 & 2)

- 403 Service Delivery hours
- Zero Beach closures as a result of shark sightings
- Zero Rescues
- 709 Beach Users per day
 - *Attendance numbers include beach users in the water, out of the water and using water based craft.*
- 22 Preventative Actions per day including;
 - *Erecting warning signage*
 - *Advising swimmers already in the water of hazards/risk*
 - *Advising beach users of hazards / risks prior to them entering the water*
 - *Advising water based craft users (i.e. surfers) of hazard / risks or requirements (such as not to surf between the flags) when already in or prior to entering the water*
- 1 Minor First Aid incident
- 1 Major First Aid incident
 - *Incident occurred on the 31st January at Falcon Bay. An 8yo girl from Beeliar was swimming and received a deep cut to the back of her leg. Exact cause is unknown but is believed to have resulted from coming into contact with a section of reef.*
- 22 Public Relation Activities per day
 - *These include the social type of interaction with beach users as opposed to a preventative action which is more of a directive or instruction. Public relations may be positive (talking about the service, educating about beach safety, etc.) or negative (receiving a complaint about the service or another beach user, etc.).*
- 19 x incidents speaking to dog owners
- 125 x incidents speaking to users regarding littering
- 7 x Surf Craft interactions
 - *These occurred at Pyramids Beach and typically relate to surfers surfing between the flags.*

Additional service options utilised during the season were only initiated over the Easter period where extra beach patrols were delivered at Town Beach and San Remo Beach. No Jet Ski Patrols were utilised during the season, however a patrol was scheduled for Town Beach for the March long weekend but due to the COVID-19 outbreak, this did not go ahead.

Beach users at all four locations consistently provided positive feedback to Lifeguards about their presence and conduct. Engagement with both the Mandurah and Port Bouvard Surf Life Saving Clubs was positive with alignment of patrol days and times established with the Mandurah Surf Life Saving Club for the Easter Long Weekend.

In year 1, four local residents were employed to fill Lifeguard positions delivering services across all locations. It is expected that this number will increase from next season based on an increased level of interest displayed from local residents during February and March.

Season Two 2020/21 will also see sea container storage facilities at Town Beach and Falcon Bay which will assist to improve efficiency of service delivery for Lifeguard patrols, for both the paid service and for the volunteer patrols provided by the two Surf Lifesaving Clubs.

Season Two 2020/21 Patrol Schedule

Year Two - 2020/2021					
Service Location	Start Date	End Date	Operational times	Days	Number of Lifeguards
Falcon Bay	21 Dec	31 Jan	8.00am –12.30pm	Monday to Saturdays (excluding public holidays)	2
	1 Feb	31 Mar	8.00am– 12.30pm	Saturdays only	2
	2 Apr	5 Apr	8.00am– 12.30pm	Good Friday to Easter Monday	2
Pyramids Beach	21 Dec	31 Jan	8.00am –12.30pm	Monday to Saturdays (excluding public holidays)	2
	1 Feb	31 Mar	8.00am– 12.30pm	Saturdays only	2
	2 Apr	5 Apr	8.00am– 12.30pm	Good Friday to Easter Monday	2
Town Beach	21 Dec	31 Jan	8.00am –12.30pm	Monday to Saturdays (excluding public holidays)	2
	1 Feb	31 Mar	8.00am– 12.30pm	Saturdays only	2
	3 Apr	3 Apr	8.00am– 12.30pm	Easter Saturday only	2
San Remo Beach	21 Dec	31 Jan	8.00am –12.30pm	Monday to Saturdays (excluding public holidays)	2
	1 Feb	31 Mar	8.00am– 12.30pm	Saturdays only	2
	3 Apr	3 Apr	8.00am– 12.30pm	Easter Saturday only	2

Season Two 2020/21 – Communications Schedule

The below communications schedule is proposed for Season Two 2020/21;

Date	Information	Medium
1 – 20 December 2020	Locations of patrols commencing 21 December 2020, Monday to Saturday until end of January 2021.	Social Media, Newspaper, Media Release, Volunteer Clubs networks.
15 – 31 January 2021	Locations of patrols reducing to Saturday s only from 1 February to 31 March 2021.	Social Media, Newspaper, Media Release, Volunteer Clubs networks.
22 March – 2 April 2021	Locations for Easter Patrol Schedule - Good Friday to Easter Monday 2021.	Social Media, Newspaper, Media Release, Volunteer Clubs networks.

It should also be noted that City officers will conduct an annual review of the service and provide a report back to Council for consideration

Statutory Environment

N/A

Policy Implications

Policy POL-CPM 02 – Purchasing of Goods or Services.
Policy POL-CPM 01 – Buy “Local” Procurement.
Policy POL-CPM 06 – Authority to Execute Documents

Economic Implications

Season 1 Financial Statements:

INCOME	BUDGET (\$)	ACTUAL (\$)
Department of Primary Industries & Regional Development	\$95,666.66	\$95,666.66
City of Mandurah	\$124,333.34	\$89,833.19
TOTAL INCOME	\$220,000.00	\$185,499.85

EXPENDITURE	BUDGET (\$)	ACTUAL (\$)
Surf Lifesaving WA – Inv # 39350 Beach Patrols various locations	\$215,000.00	\$179,951.85
Steelcor Constructions – Inv # 20153 – Verandah Enclosure Falcon Bay	\$5,000.00	\$5,548.00
TOTAL EXPENDITURE	\$220,000.00	\$185,499.85

In the 2020/21 operating budget, an allocation of \$220,000 has been listed for the delivery of the City's Beach Patrol Service.

Risk Analysis

The Beach Patrol Service aims to assist beach users to make informed decisions about their water use and provide assistance, generally, to members of the public. The community who access Mandurah's beaches continue to have a responsibility to make informed decisions about safe beach access. The service cannot, nor does it aim to, address all risks associated with beach use.

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.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Health:

- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.
- Ensure that our actions maintain a sustainable balance between economic growth, the environment and social values.

Conclusion

The Beach Patrol Service successfully implemented by the City and supplied by Surf Lifesaving Western Australia for Season 1 2020, was positively received by the community. Surf Lifesaving Western Australia indicated in their operational reporting that beach users at all four locations consistently provided positive

feedback to Lifeguards about their presence and conduct. Surf Lifesaving Western Australia provided detailed operational reports for each location and a combined service report, that detailed performance against the Key Performance Indicators for the City and the Department Primary Industries and Regional Development grant agreement.

Season Two 2020/21 is scheduled to commence on 21 December 2020, providing a full summer season of Beach Patrols at the four locations, through to the completion of the Easter 2021 period. A detailed communications plan will be implemented from 1 December 2020, to ensure the community and visitors are fully informed of the schedule for Season Two 2020/21.

NOTE:

- Refer ***Attachment 1*** ***Annual Lifeguard Activity Report – All Locations***
Attachment 2 ***Annual Lifeguard Activity Report – Reports for each location, Falcon Bay, Town Beach, San Remo & Pyramids Beach.***

RECOMMENDATION

That Council:

- 1. Notes the results from the first season of the City of Mandurah Beach Patrol Service;**
- 2. Acknowledges the patrol schedule for the 2020/21 season commencing 21 December 2020 and the proposed communications plan to inform the community and visitors of the service.**

All Locations

CITY OF MANDURAH

**LIFEGUARD
ACTIVITY
REPORT:**

Jan—Apr 2020

403 Service

Delivery Hours



709 (664)

BEACH USERS PER DAY



22 (8)

PUBLIC
RELATIONS PER DAY



0 (0)

SHARK BEACH
CLOSURES



22 (17)

PREVENTATIVE
ACTIONS PER DAY



1 (1)

MINOR
FIRST AIDS



1 (1)

MAJOR
FIRST AIDS



0 (0)

RESCUES

Data in brackets denote 20 January 2020 to 1 February 2020

**LOCAL
GOVERNMENT
ORDINANCE**



19 (9)

DOG/ANIMAL
OWNERS



0 (0)

MOTOR VEHICLES/
BIKES



7 (7)

SURF CRAFT



125 (125)

LITTERING



0 (0)

FISHING



1 (1)

INAPPROPRIATE
BEHAVIOUR

INFORMATION OF INTEREST

Beach users at all four locations consistently provided positive feedback to Lifeguards about their presence and conduct. Interoperability with both Surf Life Saving Clubs has been good with patrol day and time alignment established with the Mandurah Surf Life Saving Club for the Easter Long Weekend. Next season, beach users will benefit from the expected introduction of Jet Ski Patrols. Storage facilities at Town Beach and Falcon Bay will also improve efficiency of service delivery for both Lifeguard and Lifesaver patrols. This season, four local residents were employed to fill Lifeguard positions required to deliver services across all locations. This is expected to increase next season based on converting on increased interest from local residents during February and March.



**LIFEGUARD
ACTIVITY
REPORT:**

Jan—Apr 2020

24 Service

Delivery Days



155 (173)

BEACH USERS PER DAY



13 (23)

PUBLIC
RELATIONS PER DAY



0 (0)

SHARK BEACH
CLOSURES



4 (6)

PREVENTATIVE
ACTIONS PER DAY



1 (1)

MINOR
FIRST AIDS



1 (1)

MAJOR
FIRST AIDS



0 (0)

RESCUES

Data in brackets denote 20 January 2020 to 1 February 2020

**LOCAL
GOVERNMENT
ORDINANCE**



6 (6)

DOG/ANIMAL
OWNERS



0 (0)

MOTOR VEHICLES/
BIKES



0 (0)

SURF CRAFT



125 (125)

LITTERING



0 (0)

FISHING



0 (0)

INAPPROPRIATE
BEHAVIOUR

INFORMATION OF INTEREST

Lifeguards had a number of positive interactions with beach users at Falcon Bay; both in relation to relevance of the service as well as about beach safety. Stingers were out and about on a few occasions but only resulted in one minor first aid with added reassurance provided to the patient. The reef caught out an unsuspecting swimmer, with first aid required for a deep gash on the back of their leg. There was no major concern or issues resulting from the floating platform in the bay. However, littering is somewhat of a concern and will require closer interaction with City of Mandurah Rangers and public relations focused on education next season.

**LIFEGUARD
ACTIVITY
REPORT:**

Jan—Apr 2020

24 Service

Delivery Days



177 (171)

BEACH USERS PER DAY



3 (5)

PUBLIC
RELATIONS PER DAY



0 (0)

SHARK BEACH
CLOSURES



6 (10)

PREVENTATIVE
ACTIONS PER DAY



0 (0)

MINOR
FIRST AIDS



0 (0)

MAJOR
FIRST AIDS



0 (0)

RESCUES

Data in brackets denote 20 January 2020 to 1 February 2020

**LOCAL
GOVERNMENT
ORDINANCE**



3 (3)

DOG/ANIMAL
OWNERS



0 (0)

MOTOR VEHICLES/
BIKES



7 (7)

SURF CRAFT



0 (0)

LITTERING



0 (0)

FISHING



0 (0)

INAPPROPRIATE
BEHAVIOUR

INFORMATION OF INTEREST

Favourable surf conditions and knowledgeable surfers meant Lifeguards needed to conduct less interactions with this demographic at Pyramids Beach than expected. Proactive education and preventative action ensured the primary risk at the location, a consistent rip off the groyne, didn't catch out any unsuspecting beach user. This resulted in no rescues this season.

**LIFEGUARD
ACTIVITY
REPORT:**

Jan—Apr 2020

24 Service

Delivery Days



130 (86)

BEACH USERS PER DAY



2 (2)

PUBLIC
RELATIONS PER DAY



0 (0)

SHARK BEACH
CLOSURES



2 (0.4)

PREVENTATIVE
ACTIONS PER DAY



0 (0)

MINOR
FIRST AIDS



0 (0)

MAJOR
FIRST AIDS



0 (0)

RESCUES

Data in brackets denote 20 January 2020 to 1 February 2020

**LOCAL
GOVERNMENT
ORDINANCE**



10 (0)
DOG/ANIMAL
OWNERS



0 (0)
MOTOR VEHICLES/
BIKES



0 (0)
SURF CRAFT



0 (0)
LITTERING



0 (0)
FISHING



0 (0)
INAPPROPRIATE
BEHAVIOUR

INFORMATION OF INTEREST

Due to the dog exercise beaches adjacent to the patrolled area at San Remo, Lifeguards were occasionally required to chat with beach users and provide friendly reminders about the City of Mandurah Local Laws relating to dog on and off lead areas. No interaction required escalation to the City of Mandurah Rangers. It is hoped addressing these issues immediately mitigated any unnecessary burden on the City of Mandurah Rangers should they had been required to attend. A few surfers were caught off-guard at San Remo due to the dumping shore break however early intervention by Lifeguards prevented escalation to injury.

**LIFEGUARD
ACTIVITY
REPORT:**

Jan—Apr 2020

22 Service

Delivery Days



248 (234)

BEACH USERS PER DAY



4 (1)

PUBLIC
RELATIONS PER DAY



0 (0)

SHARK BEACH
CLOSURES



2 (1)

PREVENTATIVE
ACTIONS PER DAY



0 (0)

MINOR
FIRST AIDS



0 (0)

MAJOR
FIRST AIDS



0 (0)

RESCUES

Data in brackets denote 20 January 2020 to 1 February 2020

**LOCAL
GOVERNMENT
ORDINANCE**



0 (0)

DOG/ANIMAL
OWNERS



0 (0)

MOTOR VEHICLES/
BIKES



0 (0)

SURF CRAFT



0 (0)

LITTERING



0 (0)

FISHING



1 (1)

INAPPROPRIATE
BEHAVIOUR

INFORMATION OF INTEREST

Town Beach was the most popular location with a diverse demographic of beach users compared to the other three locations. The majority of these users demonstrated the right behaviours. However, on one occasion, Lifeguards assisted a young family who were feeling threatened by an inebriated beach user. The individual picked up their belongings and made threats towards them including chasing them into the water. Lifeguards promptly sought assistance from local police via SurfCom. Lifeguards monitored the individual from a distance and reassured the family while waiting for police to attend; all while maintaining surveillance of all beach users.

12	SUBJECT:	2020/21 CSRFF Small Grants Winter Round
	DIRECTOR:	Deputy Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The Community Sport and Recreation Facilities Fund (CSRFF) is a Department of Local Government, Sport and Cultural Industries - Sport and Recreation program that provides financial assistance to community groups and local government authorities to develop basic infrastructure for sport and recreation.

The small grants aim to increase participation in sport and recreation, with an emphasis on physical activity through rational development of sustainable, good quality, well designed and well utilised facilities where the total cost of the project does not exceed \$300,000. The application process for submissions involve local governments undertaking an initial assessment to ensure proposed projects are well planned, prioritised and of positive benefit to the community.

The City has received two applications from clubs as part of the CSRFF Small Grants - Winter Round. The details of these applications are:

- Mandurah Country Club – Realignment and upgrade to driving range
- Dudley Park Bowling Club – Installation of perimeter security fencing and gates

Council is requested to support the ratings and priorities of the two 2020/21 CSRFF Small Grants applications submitted and note that an allowance for the City's contributions towards the projects has been listed in 2020/21 operating budget, subject to the projects being approved by the Department of Local Government, Sport and Cultural Industries - Sport and Recreation.

Disclosure of Interest

N/A

Location



Mandurah Country Club
16 Marsh Place, Halls Head



Dudley Park Bowling Club
2 Comet St, Dudley Park

Previous Relevant Documentation

- G.14/3/20 24 March 2020 Council considered the 2020/21 CSRFF Small Grant applications – Summer Round and endorsed an application from the South Mandurah Tennis Club: Resurfacing of Courts 7 -10, and Peel Hockey Association for the replacement and upgrade of turf floodlighting.
- G.11/8/19 27 August 2019 Council considered the 2019/20 CSRFF Small Grant applications – Winter Round and endorsed an application from the Mandurah Tennis Club: Resurfacing of Courts 9 -10, Dudley Park Bowling Club: Upgrade to LED lighting and resurface of bowling green. In addition, Council also endorsed an application from the City for the upgrade of the Falcon Reserve Toilets and Changerooms.
- G.22/3/19 26 March 2019 Council considered the 2018/19 CSRFF Small Grant applications – Summer Round and endorsed an application from the Mandurah Tennis Club: Resurfacing of Courts 9 -10 and South Mandurah Tennis Club: Resurface of Courts 1 - 2 and 7 – 10.
- G.18/8/18 28 August 2018 Council considered the 2018/19 CSRFF Small Grant applications – Winter Round and endorsed an application from the Mandurah Mustangs Football Club: Upgrade and redevelopment of the Rushton North Pavilion and Changeroom facility, Northport Reserve: Construction of toilet / storage facility, Halls Head Bowling Club: Installation of LED sports lighting and South Mandurah Tennis Club: Resurface of Courts 1 - 2 and 7 – 10.

Background

The Department of Local Government, Sport and Cultural Industries - Sport and Recreation offer three grant categories within the CSRFF program:

- (a) Forward Planning Grants: \$166,667 up to \$4,000,000 can be allocated to large scale projects where the total project cost exceeds \$500,000 and may require an implementation period of between one and three years. Grants given in this category may be allocated in one or a combination of the years in the triennium.

- (b) Annual Grants: \$50,000 to \$166,666 can be allocated to projects with a planning and construction process that will be complete within 12 months. The total project cost for Annual Grants is between \$150,000 and \$500,000. Grants given in this category must be claimed in the financial year following the date of approval.
- (c) Small Grants: \$7,500 to \$100,000 can be allocated to projects involving a basic level of planning. The total project cost for Small Grants must not exceed \$300,000. Grants given in this category must be claimed in the financial year following the date of approval. There are two rounds per year coinciding with the summer and winter seasons.

The maximum CSRFF grant approved can be no greater than one third of the total estimated project cost. The Department of Local Government, Sport and Cultural Industries - Sport and Recreation contribution must be at least matched by the applicant's contribution. Council is required to rank each project according to its priorities for the development or upgrade of facilities, ensuring consistency with relevant strategic documents, and then rate each project according to individual merit.

The project ratings are identified as follows:

Well planned and needed by the municipality	High
Well planned and needed by applicant	Medium/High
Needed by municipality, more planning required	Medium
Needed by applicant, more planning required	Medium/Low
Idea has merit, more preliminary work needed	Low
Not recommended	Not recommended

Comment

Council has been requested to consider two applications from clubs as part of the CSRFF Small Grants - Winter Round.

Mandurah Country Club – Project 1

Project	Realignment and upgrade of Driving Range
Location	16 Marsh Place, Halls Head
Years Applied for	2020/21
Total Project Cost	\$63,431.20
Eligible Grant Criterial Total	\$63,431.20
CSRFF Grant	\$21,143.73
Requested from Council	\$21,143.73
Other Potential Funding	-
Clubs' Contribution (cash)	\$21,141.63
Clubs' Contribution (in kind)	\$0
Recommended Ranking	It is recommended that this project be given a ranking of "1" and a rating of "medium/high"

Project Description

The Mandurah Country Club is one of three golf clubs in Mandurah. The golf course is situated on Lot 104 which is held in freehold by the City of Mandurah. The lease was established in 1981 for 42 years and is due to expire in 2023 with the Club paying a community rent for the land area of 50,000 sqm.

The Mandurah Country Club has submitted a CSRFF application for the realignment and upgrade to the existing driving range. This project will involve earthworks to lower the existing tee and landing areas along with repositioning of the tee boxes. In addition, the project will see the installation of a shelter with lighting over the tee boxes to create a greater opportunity to extend the use of the driving range throughout the year.

The club has a long-term master plan which highlights the need to make improvements to the practice area to deliver increased physical activity opportunities for both current and potential new members. The Club has also identified the need to carry out the improvements to the driving range due to the safety issues and complaints from neighbouring residents with the balls going over the fence.

The Department of Local Government, Sport and Cultural Industries - Sport and Recreation has a focus on increasing participation. The realignment and upgrade to the driving range will meet this objective by encouraging participation and allowing greater access all year round for both members and the general public. The facilities at the Mandurah Country Club are available for public access and the Club conducts a number of community programs, workshops and events aimed at increasing participation in the sport.

The Club has a particular focus on junior participation running structured junior development programs, school and holiday clinics, in addition to providing support to juniors as they progress through the development pathways of golf.

The driving range currently traverses over Lot 103 which is owned by the Mandurah Country Club in freehold and Lot 104 which is owned by the City of Mandurah. The proposed works would be carried out completely on Lot 104 leased by the City of Mandurah to the Club.

The Mandurah Country Club have demonstrated an ability to be well managed both operationally and financially. They have successfully managed a number of projects in recent times including course upgrades and the redevelopment of the Clubroom facilities. The Club has never previously requested funding support from the City to deliver projects.

Officers, have reviewed the CSRFF application and have recommended that this project is ranked one (1) and rated "Medium/high, as it is well planned and needed by the club. In making the assessment, Officers identified the capacity of the Club to deliver and maintain the proposed infrastructure and noted this is the first CSRFF application the club has submitted. Furthermore, it should be noted that the project's financial viability is strongly reliant upon both CSRFF and the City given the proposed one-third contribution in capital funds.

Dudley Park Bowling Club – Project 2

Project	Installation of perimeter security fencing and gates
Location	2 Comet Street, Dudley Park
Years Applied for	2020/21
Total Project Cost	\$82,740
Eligible Grant Criterial Total	\$82,740
CSRFF Grant	\$27,080
Requested from Council	\$27,080
Other Potential Funding	-
Clubs' Contribution (cash)	\$27,080
Clubs' Contribution (in kind)	\$1,500
Recommended Ranking	It is recommended that this project be given a ranking of "2" and a rating of "medium/high"

Project Description

The Dudley Park Bowling Club is located on Crown Reserve 25477 with the title vested to the City of Mandurah for the purpose of recreation, with a power to lease and or sub lease. The lease with the club was renewed in 2013 for a period of 10 years, with an option for a further 11 years. The club is affiliated with Bowls WA and has 263 members. The facility is primarily used by club members and local schools. The club hosts four bowling carnivals each year that are generally regional, state or international events.

The Club is proposing to install a new perimeter fence to secure the property. The current colour bond fence is at a low level and offers limited security to the club facilities. The proposed fence will run the entire length of the boundaries and will include two (2), six (6) metre wide sliding access gates to the existing crossovers to the carparking areas. In addition, four (4) lockable pedestrian gates will also be installed. The fence will be a 1.8-metre-high powder coated garrison fencing and the gates will be custom made to match. Furthermore, the club is proposing to install wireless intercoms to the two (2) access gates.

The Dudley Park Bowling Club is one of four bowling Clubs within the City of Mandurah locality and the only club that does not have adequate safety fencing around the perimeter of the club. As a result, over the last 10 years the club has reported a number of incidents where there has been damage to the greens or break-in to the club facility.

Previously the Dudley Park Bowling Club has undertaken significant renovation works to upgrade toilet facilities and installed solar panels at their own cost. In addition, the club resurfaced a synthetic bowling green in 2015/16 via the CSRFF program, to which the City contributed \$34,693 and in 2018 carried out a resurface at their own cost.

During the COVID 19 crisis, the club completed a resurface of one of their bowling greens and upgraded the lighting on 2 bowling greens which the City contributed \$48,613 towards the projects. The club has a good track record at successfully completing projects on time and within budget.

Officers have recommended a ranking of two and a rating of “medium/high” as the proposed installation of the security fencing will significantly assist the club to manage the facility and club assets. In making the assessment, officers identified the capacity of the Club to provide and maintain the proposed infrastructure. Furthermore, it should be noted that the project’s financial viability is strongly reliant upon both CSRFF and the City given the proposed one-third contribution in capital funds.

Consultation

Consultation for the proposed facility upgrades has been undertaken as follows:

- Mandurah Country Club
Consultation has occurred with the Department of Local Government, Sport and Cultural Industries - Sport and Recreation, Golf WA and within the City of Mandurah – project supported.
- Dudley Park Bowling Club
Consultation has occurred with the Department of Local Government, Sport and Cultural Industries - Sport and Recreation, Bowls WA and within the City of Mandurah – project supported.

Statutory Environment

N/A

Policy Implications

Policy CNP-07 Community & Recreation Facilities

This policy guides the City in the design, development and management of City owned community and recreational facilities. The policy applies to both existing and future facilities.

Policy CNP-05 Recreation Facility Development

Council may contribute a portion of funding towards the development of sport and recreation facilities in accordance with its Sport and Recreation Facility Development Procedures. The remaining funding must be provided by the applicant club or association or through a combination of club contributions and other funding sources such as grants, sponsorship, voluntary labour, donations etc.

Economic Implications

The two projects recommended for support are:

Project	Lodged by	Council Contribution Requested
Upgrade and realignment of driving range	Mandurah Country Club	\$21,143.73
Installation of perimeter security fencing and gates	Dudley Park Bowling Club	\$27,080
	Total	\$48,223.73

Results of the grant applications will be announced in November 2020 with the projects to be delivered in the 2020/21 financial year. If the two projects are successful in their grant submissions, the combined funding contribution from Council would total \$48,223.73. Currently, the City has the following funding allocated in the 2020/21 budget;

- \$45,000 CSRFF Projects – Various

If the two grant applications were successful the City would have a funding shortfall of \$3,223.73, City officers would then be required to seek approval from Council to access unbudgeted funds to meet the shortfall.

Council retains the discretion to contribute to any project on a priority and financial capacity basis, including projects that are unsuccessful through the CSRFF funding program. In previous years, clubs whose projects have been unsuccessful through the CSRFF program have made requests to the City to honour its 1/3 funding commitment. In these circumstances, the Club has met the funding shortfall increasing its commitment to 2/3 of the total cost.

Risk Analysis

N/A

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.

Organisational Excellence:

- Ensure the City has the capacity and capability to deliver quality services and facilities through accountable and transparent business practices, governance, risk and financial management.

Conclusion

The two applications received through the 2020/21 CSRFF Small Grants Round have been well prepared by the clubs and are consistent with Council's Community and Recreation Facilities policy.

A requirement of the CSRFF funding program is that if Council funds are being contributed then there is a pre-commitment of funding for the year in which the grant is approved. The Council contributions reflected in this report are as requested from the applicant clubs.

The table below is a summary of the application rankings and the individual ratings for each project:

Grant Type	Rank	Project	Rating	Lodged by	CSRFF Funding Requested	Club Funding	Council Contribution Requested
Small	1	Upgrade and realignment of driving range	Medium / High	Mandurah Country Club	\$21,143.73	\$21,141.63	\$21,143.73
Small	2	Installation of perimeter security fencing and gates	Medium / High	Dudley Park Bowling Club	\$27,080	\$28,580	\$27,080

RECOMMENDATION

That Council:

1. Supports the rankings and ratings for the Community Sport and Recreation Facility Fund Small Grant applications from the following clubs / organisations:
 - 1.1 Mandurah Country Club
Project: Upgrade and realignment of driving range
Ranking: One
Rating: Medium/High
Requested Council Contribution: \$21,143.73
 - 1.2 Dudley Park Bowling Club
Project: Installation of security fencing
Ranking: Two
Rating: Medium/High
Requested Council Contribution: \$27,080
2. Note the funding shortfall of \$3,223.73, and approve the allocation of \$3,223.73 as unbudgeted expenditure (to be added to the closing operating deficit). *

ABSOLUTE MAJORITY REQUIRED

13	SUBJECT:	2020/21 Events Program
	DIRECTOR:	Deputy Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The COVID 19 pandemic has had a significant effect on many businesses and industries across the globe. As the City works to support the Mandurah community in its recovery phase, City officers have been forced to review certain aspects of Council business. One such area is its events program and how this may look over next 12 months and beyond.

Despite the 2019/20 events program being cut short by over three months due to the outbreak of the COVID-19 pandemic, and the unfortunate cancellation of the City's signature event the Channel 7 Mandurah Crab Fest, last year was still highly successful and achieved many of the outcomes set out in the Events Strategy. In addition to the delivery of seven out of eight of the City of Mandurah's major events, a total of 32 external events were supported with an estimated local economic impact of \$7.1 million in direct spend.

In line with the City's focus on providing support for local businesses as they recover from the impact of COVID-19 and in anticipation of the uncertainty surrounding the easing of restrictions and that the behaviour of our community may have changed as a result of the pandemic, Officers have recently conducted a desktop review of its internally delivered events program. The desktop review has highlighted two areas for improvement and makes recommendations for Council's consideration in relation to the 2020/21 events program.

Council is requested to endorse the proposed outline for the City of Mandurah's major events in 2020/21 including changes that enable a staged reintroduction of major events with the primary objective of these changes being to increase local economic impact, and to note the new delivery model to improve integration of community capacity building activities, community and business engagement functions and city centre activations.

Council is also asked to note the 2020/21 draft calendar of events for Mandurah including all external events currently secured and those tentatively scheduled pending changes to COVID-19 restrictions and that an Elected Member workshop will also be scheduled in the coming months to consider the direction of Wearable Art Mandurah for 2021 and beyond.

Disclosure of Interest

Nil

Previous Relevant Documentation

- G.15/5/19 28/05/2019 Events Strategy 2019: Council endorsed the City of Mandurah Events Strategy 2019 – 2023.

Background

The onset of the COVID-19 pandemic has forced all event providers to reconsider their event programs for 2020/21 and beyond. The initial impact on the City of Mandurah was the cancellation of the Channel 7 Mandurah Crab Fest in March and since then all events that were scheduled to occur prior to September 2020 have also been cancelled.

COVID-19 is likely to change the events landscape as we know it for some time with restrictions on travel being just one of the areas most affected. However, the real unknown is the potential effects on community

behaviour when it comes to attendance at events where mass gatherings are promoted and/or encouraged. In anticipation of this uncertainty and in line with the City's focus on providing support for local businesses as they recover from the impact of COVID-19, City officers have recently conducted a desktop review of its internally delivered events program for 2020/21.

The review undertaken was also considerate of recent decisions made with regards to the Mandurah arts Festival and Wearable Art Mandurah which are outlined below;

- **Mandurah Arts Festival**

In early 2019, Mandurah's annual arts festival, previously known as the Stretch Arts Festival, was remodelled in line with Council recommendations that would see the festival moved from the traditional May timeframe to November, grow over time into a 4 to 5-week event as opposed to a weekend event and predominantly be focused on activating city centre areas.

In July 2019, the proposed name change and reworked festival framework covering three weekends of arts initiatives throughout November was endorsed by Council and in November 2019 the inaugural Mandurah Arts Festival was held.

Prior to the disruptions caused by COVID-19, the strategic planning and programming for the 2020 Mandurah Arts Festival had commenced, however the impacts of the pandemic have meant that planning for the event has since been significantly interrupted. In response to the financial challenges of COVID-19, funding for the Mandurah Arts Festival in 2020 was reduced. As a result of these two factors, the event in its originally planned format will not proceed and an alternative delivery model is currently being developed.

- **Wearable Art Mandurah**

In addition to the impacts on the Mandurah Arts Festival, COVID-19 has also resulted in the cancellation of this year's Wearable Art Mandurah event and a reduction in program funding.

Comment

The City of Mandurah has historically managed and delivered eight major events. These events include:

- Mandurah Children's Festival
- Mandurah Christmas Pageant
- New Year's Eve Celebrations
- Australia Day Celebrations
- Channel Seven Mandurah Crab Fest
- Wearable Art Mandurah
- Mandurah Arts Festival (revised in 2019 from Stretch Festival)
- Winter in Mandurah

Each of these events have their own specific objectives with different teams within the City taking on project lead and supporting roles depending on the event itself. Out of the events listed above, the Channel 7 Mandurah Crab Fest and Winter in Mandurah are the only events that are specifically programmed with the objective to increase local economic impact with all other events having a number of objectives including community connection and/or civic functions.

In light of the COVID-19 situation and the need to adjust quickly to the changing nature of events, City officers undertook a desktop review of the internal events program. The review highlighted two areas for improvement in the delivery of the City's major events along with a need for a staged reintroduction of major events in 2020/21 as the community continues to recover from the impacts of the pandemic.

Areas for Improvement

1. Increased Focus on Economic Benefit

The majority of the City's internally delivered events focus primarily on encouraging social connection. Whilst this outcome is vitally important to our community, with some minor adjustments it's possible that

the City's internally delivered events program could have a greater positive impact on the local economy from 2020 onwards.

2. Working Group - Event Delivery Model

The review also identified that the City's event delivery and planning model could also be improved to utilise the strengths of different departments within the organisation, improving synergies and increasing the overall value of the events program. For example, the Festivals and Events team specialise in delivering major events and should therefore lead infrastructure planning, event logistics and risk management for all major City events moving forward. The Community Capacity Building and Arts and Culture teams have expertise in community engagement, supporting grass roots initiatives and community led projects; and similarly, the City Centre Activation team specialise in business engagement and business led activations within the City Centre. A multi-functional internal working group is currently being established that will result in a more integrated approach to event planning and programming enabling the City to leverage more opportunities and better meet its strategic community plan objectives.

In response to the impacts of COVID-19 and the need to adjust the City's events program in 2020/21, City officers propose commencing the events season with smaller scale events and activations in the later part of 2020 leading up to the Mandurah Christmas Pageant which would in effect be the first major City event conducted launching 'Christmas in Mandurah'.

Outlined below is a summary of the review recommendations for the City's major events program for 2020/21;

Event Name	Details	Recommendations
Mandurah Children's Festival	Held annually in October to celebrate Children's Week. The event targets children under 12 years of age.	<p>Not to deliver the Mandurah Children's Festival 2020 due to challenges in planning an event of this size and scale in the current environment and the feeling that October may still be too early for a mass participation event of this nature.</p> <p>Instead, it is proposed that children and family activities and community connection objectives should be appropriately incorporated into all City events and activations in 2020/21.</p>
Mandurah Street Party <i>New Event / Activation - name to be confirmed</i>	<p>To be held in November to launch / re-introduce the events season.</p> <p>Objective 1: Economic Objective 2: Social</p> <p>Focused on activating the local arts community / arts-based economy and attracting locals and visitors into the City Centre.</p> <p>Festivals and Events – Infrastructure, logistics, risk management.</p> <p>Arts and Culture – Event programming, arts business activation, community engagement.</p>	<p>New event / activation designed to kick off the Mandurah Arts Season (proposed in lieu of the Mandurah Arts Festival – see note below).</p> <p>The objectives of the Mandurah Children's Festival will be absorbed into the program with the integration of children and family focussed outcomes.</p>

	City Centre Activation – Business engagement, programming of supporting business led activations.	
Christmas in Mandurah	<p>Month long program of events and activations throughout the month of December.</p> <p>Objective 1: Economic Objective 2: Social</p> <p>Festivals and Events – Christmas Pageant and New Year’s Eve infrastructure, logistics, risk management.</p> <p>Arts and Culture – Community engagement, and programming of community led activations.</p> <p>City Centre Activation – Business engagement, and programming of business led activations.</p>	<p>Program to be launched with the Mandurah Christmas Pageant and concluding with the New Year’s Eve fireworks display.</p> <p>Business and community led Christmas programs and activations throughout the month of December.</p> <p>It is recommended that the City does not deliver a separate foreshore event on New Year’s Eve with funding instead to be redirected into the Christmas in Mandurah program of activities.</p>
New Year’s Eve Celebrations	<p>Fireworks display to celebrate New Year’s Eve.</p> <p>Objective 1: Social</p> <p>Festivals and Events – Logistics and risk management.</p>	<p>It is recommended that the New Year’s Eve event is redesigned to focus on the popular fireworks displays with supporting services to be provided (such as security, road closures and first aid) with the remaining entertainment budget to be reallocated to Christmas in Mandurah activations and/or to support business activities on New Year’s Eve.</p>
Australia Day Celebrations	<p>Objective 1: Social (Civic)</p> <p>Festivals and Events – Infrastructure, logistics, risk management.</p> <p>Community Capacity Building – Facilitation of Citizen of the Year Awards.</p> <p>Office of the Mayor and Councillors – Event programming and Citizenship Ceremony.</p>	<p>Continue as per current scope.</p>
Channel Seven Mandurah Crab Fest	<p>To be held on 20 & 21 March 2021.</p> <p>Objective 1: Economic Objective 2: Social</p> <p>Festivals and Events – Infrastructure, logistics, risk management, budget, sponsorships.</p> <p>Arts and Culture – Event programming, community engagement.</p>	<p>Continue as per current scope.</p>

	City Centre Activation – Business engagement, programming of business led activations.	
Winter in Mandurah	<p>Program of events and activations held in June/July to stimulate the local economy within the City Centre during winter.</p> <p>Objective 1: Economic (City Centre) Objective 2: Social</p> <p>Festivals and Events – Infrastructure, logistics, risk management.</p> <p>Arts and Culture – Event programming, community engagement.</p> <p>City Centre Activation – Business engagement, programming of business led activations.</p>	<p>Continue as per current scope.</p> <p>External contract delivery of skating and entertainment elements.</p>
Wearable Art Mandurah	<p>Objective 1: Social</p> <p>Festivals and Events – Infrastructure, logistics, risk management.</p> <p>Arts and Culture – Coordination of competition, stakeholder and partnership liaison, artist engagement and professional development, community engagement.</p>	<p>Elements to be presented as part of another City Event in 2020/21 – possibly Mandurah Street Party</p> <p>It is recommended that a review of the event is conducted in time for 2021/22 with a workshop to be held with Elected Members.</p>

Notes:

In response to a fluid and quickly shifting landscape, the City's Arts and Culture team have developed an 'Arts Season' concept and framework to replace the Mandurah Arts Festival in 2020 that presents a calendar of arts initiatives over a series of months commencing in November and concluding in May 2021. Features of this initiative would focus on facilitating opportunities to promote community-led initiatives and building local capacity and capability in the arts, as well as supporting the proposed 'Mandurah Street Party' event activation in November, with arts and culture elements.

It is recommended that an outline of the proposed calendar for the 'Mandurah Arts Season' post November, and directions for the return of the Mandurah Arts Festival in 2021 be presented to Elected Members via a briefing session in the coming months. In addition, with the cancellation of this year's Wearable Arts Mandurah event, it is also recommended that an Elected Member workshop is coordinated later in the year to consider options for Wearable Art Mandurah in 2021 and beyond.

Externally delivered events that are supported by the City have become an integral part of the City's events program over the last few years. The Festivals and Events team will continue to work to attract and secure externally delivered events which primarily aim to increase economic outcomes for Mandurah. A copy of the 2020/21 Draft Calendar of Events has been included in Attachment 1. The draft calendar outlines the events that have already been secured, those that are currently pending approval and all City events.

Statutory Environment

The Festivals and Events team will submit all required application forms relating to the Public Health Act 2016, and Health (miscellaneous provisions) Act 1911, in accordance with the Public Building Guidelines, and Guidelines for Concerts, Events and Organised Gatherings in order to deliver all of the listed events.

The Festivals and Events team will also take the lead in risk management in accordance with the Risk Management Principles and Guidelines ASO 31000:2018.

Policy Implications

N/A

Economic Implications

The recommendations listed at the end of this Council report do not require any further funding from Council, however, are intended to have a positive economic impact on local businesses (particularly those within the City Centre). The reframing of the current events program to be more focussed on economic objectives is intended to assist businesses during their recovery from the impact of COVID-19.

The budgets for Wearable Arts Mandurah and the Mandurah Arts Festival in 2020 have been reduced due to the impacts of COVID-19. The remaining 2020/21 funds for Wearable Arts (\$82,000) will be used to undertake some initiatives to maintain momentum (digital and stakeholder engagement) and to commence the 2021 programming. The Mandurah Arts Festival remaining budget for 2020/21 (\$103,000) will be used to support a number of initiatives as part of the proposed 'Mandurah Arts Season' and \$15,000 has been allocated to support the 'Mandurah Street Party' event in November, with arts and culture elements. The limited lead in time for this event is sufficient to manage.

Risk Analysis

The delivery of the City's events program in 2020/21 will largely be subject to the ongoing impacts of the COVID-19 pandemic. The staged reintroduction of major City events between July and December is designed to be a cautious and planned approach enabling the City to be flexible in its event delivery in the case that there is a return of restrictions as a result of a 2nd wave of the COVID-19 pandemic in WA.

The desktop review that has been conducted on the delivery of the City's major events over the next 12 months has identified two key areas for improvement;

1. Increased Focus on Economic Benefit
2. Working Group - Event Delivery Model

This process is in line with the City's approach to continuously review and improve service delivery. Importantly, the working group model for event delivery will not only enable an increased focus on economic outcomes to be achieved balanced with community connection activities, but facilitate a project management approach allowing risks in the event planning phases to be better managed and controlled.

The introduction of a new event activation that targets a broader demographic within our community and encourages foot traffic into local businesses will exceed the economic impact that could have resulted from the Mandurah Children's Festival which has a very specific target market (children aged under 12 years). In order to mitigate any risk associated with the replacement of the Mandurah Children's Festival in 2020, the children and family focussed objectives of that event (formerly held in October) will be absorbed into the proposed new 'Mandurah Street Party' concept (name to be confirmed) to be held in November, ensuring that a range of free activities for young children under 12 years continue to be delivered moving forward.

Similarly, the reduction of the New Year's Eve event to fireworks only is recommended to ensure that the community is still able to enjoy the two sets of fireworks provided, with the remaining budget to be used to

support activations during the month-long Christmas in Mandurah program and/or to support business activities on New Year's Eve.

Strategic Implications

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

Economic:

- Actively partner and engage with business and industry to build Mandurah's entrepreneurial capacity and capability.
- Leverage partnerships with key stakeholders to achieve improved economic outcomes with due consideration to environmental impacts.

Social:

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

Organisational Excellence:

- 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

In order to refocus the current internally delivered events program in 2020/21, City officers are recommending some changes be made for Council consideration and endorsement. To summarise, the changes proposed are:

- The creation of a new event activation in place of the Mandurah Children's Festival in 2020 to be held in November to help stimulate the local economy post COVID-19.
- Incorporating children, family and community connection objectives from the Mandurah Children's Festival into the new event activation which will also kick off the Mandurah Arts Season.
- The inclusion of the Mandurah Christmas Pageant and New Year's Eve fireworks displays into a month-long program of events and activations during December – Christmas in Mandurah.
- The collaboration of multiple departments across the organisation to plan and deliver all major internally delivered events, including but not limited to the Festivals and Events team, City Centre Activation team, Arts and Culture team and Community Capacity Building team.

It is also important to note that the behaviour of the community may have changed as a result of COVID-19, particularly in relation to attending events and mass gatherings. Anticipating that our community may be reluctant to attend mass gatherings, City officers propose to launch the events season with the Mandurah Street Party (name to be confirmed) on a smaller scale in November, and then leading into the larger Mandurah Christmas Pageant. The Mandurah Arts Festival will also be seen throughout the months of November through to May on a smaller scale in the form of pop up activations to promote community connectedness and community led initiatives, as well as to maintain brand recognition associated with the event.

NOTE:

- Refer **Attachment 1 2020/21 Draft Events Calendar**

RECOMMENDATION

That Council:

1. **Endorse the proposed outline for the City of Mandurah's major events in 2020/21 including changes that enable a staged reintroduction of major events with the primary objective being to increase local economic impact as part of the City's recovery from the COVID-19 pandemic.**
2. **Notes that the key changes to the City of Mandurah's major events in 2020/21 will include;**
 - 2.1 **The replacement of the Mandurah Arts Festival 2020 with a revised Mandurah Arts Season commencing in November 2020 and running through until May 2021;**
 - 2.2 **The delivery of a new event / activation (Mandurah Street Party – *name to be confirmed*) to be held in November 2020 in place of the Mandurah Children's Festival (previously held in October);**
 - 2.3 **The launch of the revised Mandurah Arts Season at the new Mandurah Street Party in November 2020;**
 - 2.4 **The inclusion of children, family, and community connection elements previously delivered via the Mandurah Children's Festival, into the new Mandurah Street Party event / activation;**
 - 2.5 **The growth and coordination of the month-long Christmas in Mandurah program commencing with the Mandurah Christmas Pageant and concluding with the New Year's Eve fireworks displays;**
 - 2.6 **Cancellation of Wearable Art Mandurah 2020 due to the impacts of COVID-19.**
3. **Notes the Working Group – Event Delivery Model being developed for the City of Mandurah's major events including community capacity building activities, community and business engagement functions and city centre activations.**
4. **Notes the 2020/21 draft calendar of events (Attachment 1) for Mandurah including all external events currently secured and those tentatively scheduled pending changes to COVID-19 restrictions.**
5. **Notes that an Elected Member workshop will be scheduled in the coming months to consider the direction of Wearable Art Mandurah for 2021 and beyond.**

2020/21 Draft Events Calendar

Month	Event	Event Owner	Duration	Estimated Economic Impact	Status
Sept 2020	Badminton WA South West Championships	Badminton Association of WA	2 days	\$185,610	Confirmed
Oct 2020	Mandurah Yoga Festival	Creative Empire	2 days	\$104,910	Confirmed
Oct 2020	Mandurah Caravan and Camping Show	Nalomian Events	3 days	\$2,962,681	Confirmed
Nov 2020	Mandurah Street Party (name to be confirmed)	City of Mandurah	1 day	Unknown	Pending Council Decision
Nov 2020	Mandurah Arts Season	City of Mandurah	Ongoing	Unknown	Pending Council Decision
Nov 2020	BMX WA State Super Series	BMX WA	2 days	\$375,255	Confirmed
Nov 2020	Beach Warrior	Surf Lifesaving Australia	1 day	\$201,750	Pending Decision of Event Organiser
Dec 2020	Mandurah Christmas Pageant	City of Mandurah	1 day	Unknown	Confirmed
Dec 2020	Swimming WA Open Water Swim	Swimming WA	1 day	\$107,600	Confirmed
Dec 2020	New Year's Eve Fireworks	City of Mandurah	1 day	Unknown	
Dec - Jan 2021	Top of the Terrace (x3)	City of Mandurah	1 day	Unknown	To be confirmed
Jan / Feb 2021	Under the Southern Stars Music Festival		1 day	\$538,000	Pending Decision of Event Organiser
Feb 2021	Peel Rod Run	HI NRG Promotions	3 days	\$645,600	Tentative
March 2021	DanceSport WA Mandurah Championships	DanceSport WA	1 day	\$242,100	Confirmed
March 2021	Marsh Cup Community Series	WA Footy Commission	1 day	Unknown	Tentative
March 2021	Sunsmart State Bodyboard Titles	Surfing WA	2 days	\$107,600	Confirmed
March 2021	Trolls in WA (launch event)	FORM	1 day	Unknown	Tentative
March 2021	Channel Seven Mandurah Crab Fest	City of Mandurah	2 days	\$8,300,000	Confirmed
March 2021	Ulysses National Rally (AGM)	Ulysses Club Inc.	7 days	\$3,800,000	Confirmed
April 2021	Under 18 Championships and Kevin Coombs Cup	MBA	8 days	\$1,700,000	Confirmed
April 2021	West Coast Fever pre-season game	West Coast Fever	1 day	\$5,380	Pending Discussion with Event Organiser
April 2021	Rotary Duck Race	Rotary Clubs of Mandurah	1 day	Unknown	Pending Discussion with Event Organiser
April 2021	Trolls in Western Australia (Launch Event)	FORM	12 month exhibition period	Unknown	Tentative
May 2021	Ciclismo	Cyclesense	3 days	\$887,700	Pending Discussion with Event Organiser
June - July 2021	Winter in Mandurah	City of Mandurah	14 days	\$702,000	Confirmed
July 2021	Table Tennis Aust National Jnr Championships	Table Tennis Australia	6 days	\$1,775,400	Postponed (rolled over from 19/20 budget)
TBC	ABT Bream Qualifier Tournament	Australian Bass Tournaments	2 days	\$75,320	Postponed (rolled over from 19/20 budget)
TBC	Badminton WA Country Carnival	Badminton Association of WA	2 days	\$107,600	Postponed (rolled over from 19/20 budget)
TBC	F5WC Regional Qualifier Tournament	F5WC Australia	3 days	\$67,788	Postponed (rolled over from 19/20 budget)

\$22,892,294

Notes:

Marquee events are marked in red

Economic Impact Calculations for external events are based on the Tourism Research Australia's average spend of a 'sports tourist' being \$269 per person per day

Majority of community events are not included in the above calendar as they have not yet been scheduled

14	SUBJECT:	Peel-Harvey Estuary Trails
	DIRECTOR:	Deputy Chief Executive Officer
	MEETING:	Council Meeting
	MEETING DATE:	28 July 2020

Summary

The City's economic development strategy, *'Mandurah and Murray: A Shared Economic Future'*, adopted by Council in October 2018, contains a number of programs and projects across Mandurah and Murray, including several trails and eco-tourism projects. One of these is Peel-Yalgorup Wetlands Trails, which in turn is comprised of two inter-related sub-projects; Yalgorup National Park, and Peel-Harvey Estuary Trails. These sub-projects aim to develop a range of environmentally sustainable trails, attractions and accommodation within Yalgorup National Park and the Peel-Harvey Estuary.

Peel-Harvey Estuary Trails is a partnership between the City of Mandurah and the Shire of Murray to build on the existing network of local recreation trails around the Peel-Harvey Estuary to create an iconic trails offering. The project aims to create a range of shared-use and dedicated trails based on the estuary and surrounding areas that will enhance Mandurah and Murray's recreation and day-trip/short-stay tourism destination appeal and grow its economy, whilst protecting and preserving the estuary's conservation values.

The Peel-Harvey Estuary Trails project commenced in July 2019 with the engagement of a consultant to prepare a pre-feasibility study and trails audit containing a shortlist of potential trails, activities, services and infrastructure that would help achieve sustainable waterways-based tourism growth focussed on the Peel-Harvey Estuary. The pre-feasibility study and trails audit was completed in April, focussing on four identified trails opportunities:

- Island Shared-use Trail;
- Round the Estuary Trail;
- Paddle Launch Infrastructure;
- Northern Mandurah Mountain Bike Trail.

Whilst planning for the Island Shared-use Trail and the Paddle Launch Infrastructure projects can predominantly be undertaken internally by City officers, planning for the Round the Estuary Trail and the Northern Mandurah Mountain Bike Trail will require the engagement of external consultants.

Council is requested to endorse the Peel-Harvey Estuary Trails Pre-Feasibility Study as the initial planning stage of the Peel-Harvey Estuary Trails project. Council is also requested to approve planning commencement of the Island Shared-use Trail and the Paddle Launch Infrastructure projects internally, commencing in 2020/21, and the subsequent planning of the Round the Estuary Trail and Northern Mandurah Mountain Bike Trail projects in 2021/22, pending government funding for external consultants.

Disclosure of Interest

N/A

Previous Relevant Documentation

- G.23/6/20 23 June 2020 Council adopted modifications to the City of Mandurah Cycle Plan to include the aspirational Long-Term Cycle Network, and noted some adjustments to path priorities outlined in the report.

- G.20/10/18 23 October 2018 Council adopted *'Mandurah and Murray: A Shared Economic Future'* as the City's new economic development strategy. Council also endorsed programs and projects contained within the strategy for further development and implementation, and committed to a program of advocacy that ensures State and Federal Government support and investment in projects resulting from the strategy.

Background

In October 2018, Council adopted *'Mandurah and Murray: A Shared Economic Future'*, the City of Mandurah and Shire of Murray's new collaborative economic development strategy. The strategy is a 'living' document, designed to change and evolve according to Mandurah and Murray's changing environment, priorities and opportunities. The strategy currently contains six broad programs; Water Economy, Daytrip Capital, Arts, Culture and Sport, City Centre, Food and Agribusiness, Resources and Energy. Within these programs are eight inter-related projects across Mandurah and Murray, including several with a tourism focus. One of these is Peel-Yalgorup Wetlands Trails, comprised of two inter-related sub-projects; Yalgorup National Park, and Peel-Harvey Estuary Trails.

In July 2019, the City engaged a consultant to undertake a pre-feasibility study to assess sustainable tourism opportunities for the Peel-Harvey Estuary. The study sought to identify a range of shared-use and dedicated trails based on the Estuary and surrounding areas that will enhance Mandurah and Murray's recreation and day-trip/short-stay tourism destination appeal and grow its economy, whilst protecting and preserving the Estuary's conservation values. It is envisaged that once complete, the Peel-Harvey Estuary Trails will complement the Dwellingup Trails Hub project which is currently being undertaken by the Shire of Murray, and also the Yalgorup National Park Recreational Master Plan project.

In 2018, Council adopted the City of Mandurah Cycle Plan alongside a Walkability Plan as an integral component of a pending Integrated Transport Plan. These plans were prepared to help identify opportunities and provide strategic direction in the provision of walking and cycling infrastructure in Mandurah.

Comment

The Peel-Harvey Estuary Trails pre-feasibility study sought to build on the work of the *Peel Regional Trails Strategy*, released in August 2019 to guide future strategic investment in trails recreation, tourism and event development across the Peel Region. The Strategy reflects the aspirations of the five local governments in the Peel Region (Mandurah, Murray, Serpentine-Jarrahdale, Waroona and Boddington) to become an economically, environmentally and socially sustainable trails destination. The strategy included a list of recommended trail developments that would help each local government area realise its potential as a trails destination.

The Peel-Harvey Estuary Trails pre-feasibility study area includes the Peel-Harvey Estuary, the lower reaches of the Murray, Serpentine and Harvey rivers, and the surrounding lakes (Mealup, McLarty, Black and Goegrup), and the Mandurah Channel and Dawesville Channel.

The pre-feasibility study sought to outline potential options and opportunities that would enable the following objectives for the Peel-Harvey Estuary to be achieved:

- Deliver sustainable tourism and recreation opportunities;
- Protect and preserve the Estuary's environmental and cultural values;
- Increase local indigenous participation in conservation and tourism;
- Enhance Mandurah's day-trip and short-stay tourism appeal;
- Collaborate with other government agencies and stakeholders;
- Create local and regional employment and economic growth.

Four of the trail opportunities outlined in the *Peel Regional Trails Strategy* were identified for further assessment in the Peel-Harvey Estuary Trails pre-feasibility study being:

- Island Shared-use Trail;
- Round the Estuary Trail;
- Paddle Launch infrastructure;
- Northern Mandurah Mountain Bike Trail.

Island Shared-use Trail

The Island Shared-use Trail will be a 30km shared-use path suitable for walking, running and cycling, providing a continuous link around what is colloquially referred to as the 'Island', consisting of the localities of Halls Head, Erskine, Falcon and Wannanup. The pre-feasibility study found that approximately 9km of new trail would be required to connect existing paths and trails to complete the 30km loop.

The shared-use trail traverses the coastline, Western Foreshore, Peel Inlet and Harvey Estuary, and will also link to the City Centre. It also allows for multiple access points along the trail, enabling options for shorter routes and varied start and end points.

The pre-feasibility study noted that, given its urban setting and proximity to residential areas, the shared-use trail will become a valuable local recreation asset. It will also become a visitor target market for 'trail users while on holiday' (less experienced trail users whose primary motivator for travel is not trails). The diversity of landscape experiences which the trail offers will appeal to visitors seeking to experience nature and the local landscape, whilst proximity to the City Centre will make the trail highly accessible to visitors.

Effective marketing and signage will be critical in attracting visitors to utilise the trail. Identified points of interest along the shared-use trail currently include Osprey Waters Foreshore Reserve, Len Howard Conservation Park, Novara Foreshore Reserve, the Dawesville Channel and the coastline.

The study noted that Mandurah businesses will benefit from the trail being a half to full-day experience, as it will encourage visitors to stay in Mandurah longer as well as creating further business opportunities, while also enhancing the quality of life for local residents through increased recreational opportunities.

The study advised that the key to the trail's success will be ensuring high-quality design and construction along the trail's entire alignment, providing for a consistent trail-user experience. This could be achieved by using consistent trail surface material displaying clear trailhead information and developing recognisable and consistent directional signage to guide trail users. Effective marketing and branding will also be critical to the trail's success. The study also noted opportunities for partnerships with local businesses, potentially including cycle tours and bike hire.

Round the Estuary Trail

The Round the Estuary Trail will be roughly a 70km shared-use trail around the Peel-Harvey Estuary, encompassing Mandurah, Murray and Waroona land areas. Whilst parts of the trail already exist, the pre-feasibility study advised that sections of the trail will need to be developed, and will initially need to undergo a detailed feasibility assessment to determine appropriate alignment. The study also noted that tenure constraints, seasonal inundation and river crossings are significant challenges that will need to be addressed in the feasibility plan.

The pre-feasibility study found that the Round the Estuary Trail has significant tourism potential, for both 'destination trail users (experienced trail users who regularly travel with trails as a primary motivator) and 'trail users while on holiday'. It noted that the diversity of landscape experiences which the trail offers would appeal to visitors seeking natural and cultural experiences, as either a 2-day ride or a 3-4 day walk.

The pre-feasibility study also noted potential to develop a unique experience on the eastern shores of the Peel-Harvey Estuary, with a focus on Aboriginal cultural history. This opportunity was initially highlighted

in 1999, in the *Trail Development Plan for the proposed Aboriginal Heritage Trail on the Peel-Harvey Estuary*.

The potential to incorporate various historic cultural sites and trails (e.g. 10th Light Horse Trail), and to create shorter loop options around key destinations was also noted in the pre-feasibility study. It also noted potential to link with various other proposed trails, including the Mandurah-Dwellingup Shared-Use Trail and Yalgorup National Park.

The study highlighted the important role of planning and marketing the visitor experience to exhibit the extensive natural and cultural values of the Round the Estuary Trail. It advised that the project's success would be dependent on planning and developing a feasible trail alignment, and establishing experiences that add value (e.g. cultural tours). It also highlighted the potential to establish commercial opportunities along the trail, including Indigenous cultural trails/tours, glamping or lodge-style accommodation, multi-experience trails/tours (e.g. walk/cycle/paddle/equestrian), bike hire and shuttle services.

Paddle Launch Infrastructure

Paddle Launch Infrastructure involved an assessment of existing paddle launch sites in the Peel-Harvey Estuary, and a summary of additional infrastructure required to promote paddling as a recreational and visitor experience in Mandurah/Murray. The study outlined the essential characteristics of well-designed launch sites, including easy water access, parking and facilities.

The pre-feasibility study noted that there are currently 17 semi-formal paddle launch sites around the Peel Inlet, Harvey Estuary and Serpentine and Murray Rivers. However, none of the existing launch sites are currently suitable for all-abilities launch access, and this would need to be addressed.

The study noted the importance of establishing a suite of watercraft launch sites across the Inlet, Estuary and rivers to enable locals and visitors to tailor their paddle according to conditions, their desired experience and skill level. It highlighted potential to promote paddling as a year-round sport, including in winter when weather conditions are more consistently suitable for paddling.

Quality paddle launch sites have potential to attract events, including paddle and multi-sport events, and Mandurah is well placed to cater for multi-sport events, paddle events and adventure race-style events. The study highlighted that given the unique and varied water-based experiences available in Mandurah/Murray, the Peel Region could potentially gain a reputation as one of the best locations for accessible paddling in Western Australia.

The study advised that the paddle trails and launch sites will have broad appeal for both 'destination trail users' and 'trail users while on holiday'. It noted that marketing of the paddle experiences, tailoring them across the range of paddle experience and ability levels, and providing readily available launch site information will be critical to attracting paddle tourism.

The study highlighted the opportunity to engage with less experienced paddlers via equipment hire and tour operators, and recommended liaising with local paddle groups to undertake a detailed assessment of existing and potential new launch sites (including all-abilities) to determine their development priority. It also noted various commercial opportunities including equipment hire, tours and adjacent pop-up businesses, as well as paddle events.

Northern Mandurah Mountain Bike Trail

The Northern Mandurah Mountain Bike Trail will consist of approximately 7km of bushland trail located broadly within the localities of Parklands and Lakelands, adjacent to Mandjoogoordap Drive. The original concept was outlined in both the *Perth and Peel Mountain Bike Master Plan* and the *Peel Regional Trails Strategy*, proposing a mountain bike trail linking Mandurah and Rockingham Lakes Regional Park (Paganoni Swamp).

The pre-feasibility study advised that the trail's alignment would need to be determined, including site assessment and landowner consultation. It listed a range of project constraints, including surrounding landowners, site scale, site fragmentation, safety and road-user conflict, and soil types. It also outlined the need to include infrastructure elements such as trailheads and access points.

The study advised that the Northern Mandurah Mountain Bike Trail has potential to become a significant local recreation resource, but would be unlikely to become a significant tourism resource, although it could attract high levels of non-local use, particularly if it links to other surrounding trails.

The study advised that the project's success would be dependent on ensuring the track is specifically designed to respond to the local environment. It recommended that the trail be designed utilising the trail development process outlined in the Western Australian Mountain Bike Management Guidelines, commencing with the development of a trail proposal and framework.

Funding and Next Steps

The Peel-Harvey Estuary Trails Pre-Feasibility Study advised that the Round the Estuary Trail and the Paddle Launch Infrastructure projects would have the greatest tourism appeal of the four short-listed trails projects. It also noted that the Round the Estuary Trail project would require significant planning and analysis to determine the optimal trail alignment and visitor experience. As a result, significant funding will be required to comprehensively undertake planning for this project. Similarly, the Northern Mandurah Mountain Bike Trail will require substantial planning and stakeholder engagement, and therefore funding.

In November 2019, the Peel Development Commission prepared and submitted a business case on behalf of the Peel Alliance to the Department of Primary Industries and Regional Development (DPIRD), seeking State Government funding of \$12.7 million for the *Peel Regional Trails Project*. The Peel Regional Trails Project is comprised of five individual trails across the Peel Region:

- Dwellingup Gap – Shire of Murray (\$2.7 million sought);
- Boddington-Dwellingup Hotham Rail Trail – Shire of Boddington (\$4.4 million sought);
- Byford Trail Centre – Shire of Serpentine-Jarrahdale (\$676,595 sought);
- Sea to Scarp Trails – Shire of Waroona (\$4.1 million sought);
- Peel-Yalgorup Wetlands Trails – City of Mandurah (\$500,000 sought).

The \$500,000 sought for the Peel-Yalgorup Wetlands Trails project was earmarked to undertake detailed designs/concept plans, costings, feasibility studies and business cases for trails development and tourism infrastructure for the Yalgorup National Park and Peel-Harvey Estuary Trails projects.

The PDC/Peel Alliance submission also noted that the Peel-Yalgorup Wetlands Trails project aligns directly with the WA Government's new *Diversify WA* economic development strategy, whereby the State Government outlined its Tourism priority target of increasing WA's conservation estate by five million hectares by 2023/24, as well as its objective to grow Aboriginal and regional tourism.

At this stage, the outcome of the Peel Regional Trails Project funding application is unknown. It is therefore recommended that the City of Mandurah – in conjunction with the Peel Alliance – continues to advocate for funding for the Peel Regional Trails Project, including \$500,000 for the Peel-Yalgorup Wetlands Trails project, in the lead-up to the 2021 State Election and the 2021/22 Federal Election.

In June, the WA Government released the *WA Hiking Strategy 2020-2030*. The strategy contains four strategic objectives to develop safe and sustainable hiking experiences, guide government investment and create stronger community development and economic outcomes:

1. *Maximise participation outcomes;*
2. *Grow the visitor economy;*
3. *Sustainable trail development and maintenance;*
4. *Effective governance and advocacy.*

Specific projects within Peel-Harvey Estuary Trails contain hiking elements that align with the objectives of the WA Hiking Strategy. As such, the strategy may lead to future funding opportunities for the project.

MEAG/MCCAG Comment

The Peel-Harvey Estuary Trails project will be referred to Mandurah Environmental Advisory Group for comment once the detailed planning stage has commenced.

Consultation

Broad public consultation has not been undertaken at this stage of the project, however general consultation previously undertaken by the consultant for the *Peel Regional Trails Strategy* was utilised to inform the development of the Peel-Harvey Estuary Trails pre-feasibility study.

Early-stage targeted stakeholder consultation has been undertaken for this project with the Shire of Murray, Shire of Waroona, Canoe Trail Friends of Mandurah and Pinjarra, Mandurah over 55's Kayak Club and the City of Mandurah Access and Inclusion Advisory Group. These groups will be further engaged with during the detailed planning stage.

Statutory Environment

N/A

Policy Implications

N/A

Economic Implications

Council and the broader community have identified growing Mandurah's economy as a priority. The City's joint economic development strategy, *Mandurah and Murray: A Shared Economic Future*, aims to facilitate economic growth, with a strong emphasis on delivering tourism growth, including in environmental and trails tourism.

Whilst planning for the Island Shared-use Trail and the Paddle Launch Infrastructure projects can predominantly be undertaken internally by City officers, planning for the Round the Estuary Trail and the Northern Mandurah Mountain Bike Trail will require the engagement of external consultants and will therefore require project funding. At this stage, this project funding is not yet included in the City's Long-Term Financial Plan.

Risk Analysis

If the Peel-Harvey Estuary Trails project is either not implemented, or implemented improperly, the following risks apply:

- Environmental risk – the environmental sustainability of the Peel-Yalgorup Wetlands may be threatened as a result of inadequate management and conservation resourcing and a lack of coordinated planning and management;
- Economic risk – without an iconic nature-based tourism attraction, Mandurah's sustainable tourism potential may not be realised, and its tourism-related economic growth may be limited;
- Reputational risk – the City is expected to provide infrastructure for its residents that allows a range of recreational and visitor experiences for all ages and ability levels.

Strategic Implications

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

Economic:

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

Social:

- Promote and encourage community connectedness to create social interaction and a strong sense of security and belonging.
- Provide a range of social, recreational and cultural experiences for our residents and visitors to enjoy and take pride in.
- Advocate for and facilitate the provision of diverse and environmentally sustainable places and spaces for people to enjoy an inclusive and active lifestyle.

Health:

- Provide and facilitate quality infrastructure that is accessible, and conducive to a healthy, active community.
- Promote the importance of a healthy, active lifestyle and the role the natural environment plays in preventative health, within our community.

Environment:

- Advocate for and partner with all levels of Government and other agencies to ensure environmental impacts are considered in all strategy development and decision making.
- Protect and manage our local natural environment and ensure that our actions to manage land-based assets don't adversely impact our waterways.
- Create opportunities for our community to celebrate and preserve our local natural environment.
- Educate our community on global environmental sustainability issues and demonstrate leadership in the field.
- Partner and engage with our community to deliver environmental sustainability outcomes.

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

Conclusion

The Peel-Harvey Estuary Trails project commenced in July 2019 with the engagement of a consultant to prepare a pre-feasibility study on four shortlisted trails that would help achieve sustainable waterways-based tourism growth within the Peel-Harvey Estuary. The Peel-Harvey Estuary Trails Pre-Feasibility Study sought to build on the work of the *Peel Regional Trails Strategy*, released in August 2019 to guide future strategic investment in trails recreation, tourism and event development across the Peel Region.

Whilst planning for the Island Shared-use Trail and the Paddle Launch Infrastructure projects can predominantly be undertaken internally by City officers, planning for the Round the Estuary Trail and the Northern Mandurah Mountain Bike Trail will require the engagement of external consultants, and will

therefore require project funding. The Island Shared-use Trail will also need to align with the Long-Term Cycle Network, which is incorporated within the City of Mandurah Cycle Plan.

Council is requested to approve the undertaking of detailed planning of the Island Shared-use Trail and the Paddle Launch Infrastructure projects internally, commencing in 2020/21, and the subsequent undertaking of detailed planning of the Round the Estuary Trail and Northern Mandurah Mountain Bike Trail projects in 2021/22, pending available budget for external consultants.

It is further recommended that Council promptly commences advocacy for Government funding to undertake further planning and implementation of the Peel-Harvey Estuary Trails project.

NOTE:

- Refer ***Attachment 1 Peel-Harvey Estuary Trails Pre-Feasibility Study***
Attachment 2 Appendix A – Peel-Harvey Estuary Trails Pre-Feasibility Study Maps

RECOMMENDATION

That Council:

- 1. Endorses the Peel-Harvey Estuary Trails Pre-Feasibility Study as the initial planning stage of the Peel-Harvey Estuary Trails project;**
- 2. Approves commencement of detailed planning of the Island Shared-use Trail and the Paddle Launch Infrastructure projects internally, commencing in 2020/21,**
- 3. Approves the subsequent planning of the Round the Estuary Trail and Northern Mandurah Mountain Bike Trail projects in 2021/22, pending government funding for external consultants, and inclusion in the Long-Term Financial Plan;**
- 4. Undertakes advocacy for Government funding to undertake detailed planning and subsequent implementation of the Peel-Harvey Estuary Trails project, as part of the broader Peel Regional Trails Project.**

PEEL HARVEY ESTUARY TRAILS PRE-FEASIBILITY STUDY

April 2020

Table of Contents

1. General Information	3
1.1. Purpose.....	3
1.2. Scope and objectives.....	3
1.3. Overview.....	3
1.4. Assumptions & Constraints	4
1.5. Approach	5
1.6. Resources.....	6
2. Feasibility – Island Shared Use Trail	7
2.1. Technical.....	7
2.2. Visitor experience, target visitor market and tourism potential.....	7
2.3. Operational.....	8
2.4. Business / Partnership / funding models	8
3. Feasibility – Round the Estuary Trail.....	9
3.1. Technical.....	9
3.2. Visitor experience, target visitor market and tourism potential.....	9
3.3. Operational.....	10
3.4. Business / Partnership / funding models	10
4. Feasibility – Paddle launch infrastructure.....	11
4.1. Technical.....	11
4.2. Visitor experience, target visitor market and tourism potential.....	11
4.3. Operational.....	11
4.4. Business / Partnership / funding models	11
5. Feasibility – Northern Mandurah Mountain Bike Trail.....	12
5.1. Technical.....	12
5.2. Visitor experience, target visitor market and tourism potential.....	12
5.3. Operational.....	12
5.4. Business / Partnership / funding models	12
6. Outcomes	13
6.1. Island Shared Use Trail	13
6.2. Round the Estuary Trail	13
6.3. Paddle launch infrastructure	13
6.4. Northern Mandurah Mountain Bike Trail	13

1. General Information

1.1. Purpose

As part of the Peel-Yalgorup Wetlands Trails project, the City of Mandurah have engaged Common Ground Trails to undertake a pre-feasibility study to assess sustainable tourism opportunities for the Peel-Harvey Estuary. The pre-feasibility study will assist in identifying potential tourism and recreation opportunities for the Peel-Harvey Estuary that, if implemented, would enhance Mandurah's day-trip and short-stay tourism destination appeal and grow its economy, whilst protecting and preserving the estuary's conservation values.

The City's new economic development strategy *Mandurah and Murray: a Shared Economic Future*, developed in partnership with the Shire of Murray, was adopted by Council in October 2018. The strategy contains a number of inter-related programs and projects across Mandurah and Murray designed to facilitate increased employment and economic growth. One of these projects is 'Peel-Yalgorup Wetlands Trails'.

'Peel-Yalgorup Wetlands Trails' is comprised of two related tourism projects:

- Peel-Harvey Estuary Trails
- Yalgorup National Park

Both projects seek to create trails and attractions that enhance Mandurah and Murray's tourism appeal, while protecting and preserving their natural environment.

Peel-Harvey Estuary Trails seeks to build on the existing network of local recreation trails around the estuary, to create an iconic trails product of state and national significance. It is envisaged that once complete, the Peel-Harvey Estuary Trails will complement the Dwellingup Trails Hub project, which is currently being undertaken by the Shire of Murray.

This pre-feasibility study will build on the work of the *Peel Regional Trails Strategy*, released in August 2019, which was developed to guide future strategic investment in trails recreation, tourism and event development across the Peel region of Western Australia. The Strategy reflects the aspirations of the five local governments in the Peel Region (City of Mandurah, and the Shire's of Boddington, Murray, Serpentine Jarrahdale and Waroona) to become an economically, environmentally and socially sustainable trails destination. Within the strategy a list of recommendations were provided regarding trail developments that would help each local government area realise its potential as a trails destination.

The pre-feasibility study area includes the Peel-Harvey Estuary, bordered by the City of Mandurah to the west, the Shire of Murray to the east and the Shire of Waroona to the south, as well as the lower reaches of the Murray, Serpentine and Harvey rivers, and the surrounding lakes (Mealup, McLarty, Black and Goegrup). It also includes the Mandurah Channel and Dawesville Channel, located within the City of Mandurah.

1.2. Scope and objectives

The objective of the pre-feasibility study is to outline potential options and opportunities that would enable the following objectives for the Peel-Harvey Estuary to be achieved:

- Deliver sustainable tourism and recreation opportunities;
- Protect and preserve the estuary's environmental and cultural values;
- Increase local indigenous participation in conservation and tourism;
- Enhance Mandurah's day-trip and short-stay tourism appeal;
- Collaborate with other government agencies and stakeholders;
- Create local and regional employment and economic growth.

There are a number of trails outlined in *The Peel Regional Trails Strategy* for the Peel Harvey Estuary area that have potential to meet the project objectives. As part of the brief for this pre-feasibility study, Common Ground were required to consult with key staff at the City of Mandurah to identify which 3 trails should be shortlisted for inclusion in this study. The following trails were selected for inclusion:

- The Island Shared Use Trail (referred to as Halls Head Loop in the cycle section of the Peel Regional Trails Strategy)
- Round the Estuary Trail
- Paddle trails (looking at launch infrastructure and status of existing available routes)

The Northern Mandurah Mountain Bike Trail was added to the project scope at a later stage.

1.3. Overview

Island Shared Use Trail

The Peel Regional Trails Strategy identified potential to link the existing Estuary Dual Use Trail and Coastal Trail to create a loop trail around 'The Island'. At approximately 30km long the trail would provide a local fitness and

recreational resource as well as offering visitors potential to link the estuary and the coast. It is proposed that the trail would be designed and constructed as a shared use path suitable for walking, running and cycling. *The City of Mandurah Cycle Plan* (Draft June 2018) identified sections of the Coastal Trail and Estuary Dual Use Trail which are priorities for upgrade as part of the Primary Cycle Network, these proposals for infrastructure upgrade will benefit the development of the Island Shared Use Trail.

Round the Estuary Trail

Establishing a continuous trail around the Peel Inlet and Harvey Estuary will provide a longer day or multi day option for walkers, runners and cyclists; an opportunity which will fill a gap identified in the current provision of trails. Linking the Erskine Trail to the Estuary Dual Use Trail and extending south along the Harvey Estuary foreshore will provide a continuous trail within the City of Mandurah. On the eastern foreshore of the Peel Inlet/Harvey Estuary, within the Shire of Murray, there have been proposals for development of an Aboriginal Heritage Trail, including investigation into possible alignments. This existing planning work should be considered and incorporated into the project plan for the development of the Round the Estuary Trail.

Paddle launch infrastructure

The *Peel Regional Trails Strategy* identified that the ocean and inland waters, including the Peel Inlet, Harvey Estuary and the lower reaches of the Serpentine River, present some of the best water-based recreation opportunities in the State. Existing paddle trails meander throughout the Peel Inlet, Harvey Estuary and along the Murray and Serpentine Rivers. The Canoe Trail Friends of Mandurah and Pinjarra (CTFMP) have been instrumental in development of these trails with preparation of trail guides and advocating for access and infrastructure. Paddle launch sites currently vary in their state of development and suitability.

Northern Mandurah Mountain Bike Trail

The *Peel Regional Trails Strategy* and *Perth and Peel Mountain Bike Master Plan* identified potential for a local scale mountain bike trail featuring remnant bushland linking the city to a network of trails proposed around Paganoni Swamp Conservation Park providing an accessible recreation resource for families and enthusiasts in the local community.

1.4. Assumptions & Constraints

Environmental constraints

The following have been identified as constraints in the project area:

- Flora and fauna values in nature reserves.
- Dieback (*Phytophthora cinnamomi*)

Sections of new trail will need to consider formal site assessments as per the 8-stage trail development process as outlined in the *Peel Regional Trails Strategy*.

Heritage Constraints

A desk top study identified a number of Aboriginal heritage places, including registered and several recorded sites, along the trail alignments. Sections of new trail will need to consider formal site assessments as per the trail development process as outlined in the *Peel Regional Trails Strategy*.

Tenure Constraints

Existing and proposed trail alignments for the Island Shared Use Trail and the Round the Estuary Trail are located within reserves where possible. Where the final proposed alignment is unresolved there remains significant constraints regarding tenure, with large gaps between reserves, consisting of freehold land. While there are options to align trails along roads, the trail user experience and safety is then compromised. East of the Peel Inlet and Harvey Estuary there are a number of nature reserves which restrict recreation development.

Visitor Markets

As outlined in the *Peel Regional Trails Strategy* trail users come from a variety of backgrounds and are categorised according to whether trail usage was their primary motivation for travel or as an incidental activity. There are three distinct trail user markets that include locals, destination trail users and trail users while on holiday.

Locals

Trails are key attractions for international and domestic visitors looking for quality nature-based experiences. Equally important are the local users, many of whom have worked hard to drive the development of trails so others may enjoy them and without whose efforts many trails would not exist. The local trail user market includes trail users who reside in or near the Peel-Harvey Estuary Region. This market is spread across the City of Mandurah, and includes bordering local government areas. There is potential for sustainable growth

in participation within the local trail user markets by ensuring appropriate and sufficient trails are provided, and community volunteer, sporting and trail care groups are encouraged and supported.

Destination Trail Users

The destination trail user market includes experienced trail users who regularly travel with the trails as a primary motivator. They have likely visited other Australian or international trails destinations. They seek high quality trails with good supporting infrastructure, good terrain, and in scenic, natural locations. Locations that combine desirable terrain with tourist activities and infrastructure have the best market appeal for destination trail users. This group also includes event participants who travel to a destination specifically for the event, typically spending additional time pre or post event to explore the area.

Trail Users While on Holidays

The trail users while on holidays market includes typically less experienced trail users, whose primary motivator for travel is not the trails. They generally include the leisure market and represent the largest market potential. This market view trail use as a secondary motivation for their visit and will participate in trail activities incidentally. They will likely hire equipment as required. They may place less emphasis on the trail and more on accessibility of the facility, the setting and nearby attractions and amenities. These users are usually found in 'holiday' destinations and are seeking a unique holiday experience, relating to either culture, nature, cities, comfort, leisure, cafes/restaurants etc. Locations that combine these tourist attractions with trail opportunities have the best market appeal for this market segment.

Further research needs be undertaken to determine the size and potential for growth of these markets, however recent recreation participation surveys indicate steady rates of participation in walking and cycling and significant increases in participation rates for mountain biking and paddling as outlined in the table below. Compelling evidence shows that increase levels of physical activity can bring wide-ranging benefits to communities, which extend beyond physical health to include benefits around mental health, personal wellbeing and social cohesion. Making recreational facilities accessible in all communities is a critical strategy for increasing physical activity and preventing obesity.

Table 1. Persons Participating in Sport and Physical Recreation 2016-2019 (Australian Sports Commission. (2019). *Participation in Exercise, Recreation and Sport Survey (ERASS) Annual Report 2019*. Canberra: Australian Sports Commission. Note survey format changed between the two time periods, with the latest survey differentiating between adults and children.

Activity	Adult Participants 2018-19	All Participants 2016-2017	Change
Cycling	2,386,200	2,319,100	3%
Mountain Biking	251,400	174,700	31%
Walking (recreational)	8,968,100	8,896,400	1%
Bushwalking	1,167,200	1,078,100	8%
Canoeing / Kayaking	282,200	223,400	21%
Equestrian	203,100	195,600	4%

1.5. Approach

Consultation

This pre-feasibility study involved consultation with the following key stakeholders:

- City of Mandurah (Economic Development and Projects Department)
- Shire of Murray (Trails Officer)
- Rhizome (the consultant preparing the Yalgorup National Park Recreation Master Plan)
- Key trail user groups

Broader public consultation was not a within the scope of this project. General consultation outcomes, gathered during the development of the *Peel Regional Trails Strategy*, were taken into consideration in determining gaps in existing trail offerings and public demand for new trail opportunities.

On ground evaluation

On ground evaluation of all three project sites was carried out, including existing facilities and infrastructure, access and egress, current usage and current condition.

Research

Desk top research was carried out to determine land tenure, existing trail alignments, existing trail use and possible constraints. Research also included identifying relevant publications, including local and state government policies, strategies, management plans and project plans.

1.6. Resources

The following key resources have informed this pre-feasibility study:

- DRAFT City of Mandurah Cycle Plan (June 2018) (to form part of the City's Integrated Transport Strategy)
- DRAFT City of Mandurah Walkability Plan (May 2018) (to form part of the City's Integrated Transport Strategy)
- Launch Site Assessment Report (Mandurah Over 55s Kayak Club, September 2019)
- Peel Cultural Landscape Project (Bill Cuthbert, Dirima Cuthbert and Joe Dortch, 2007)
- Peel Regional Trails Strategy (Common Ground Trails, 2019)
- Peel Region Trails Master Plan 2008-2018 (Tredwell Management Services, 2009). The proposal for a 'Round the Estuary Trail' was first put forward in the 2008-2018 Mater Plan. The Peel Regional Trails Strategy 2019 retains the recommendation to develop this experience.
- Trail Development Plan for the proposed Aboriginal Heritage Trail on the Peel-Harvey Estuary (prepared for the Peel Trails Group by Maher Brampton Associates Recreation Trails Consultants, 1999)
- Perth Peel Mountain Bike Master Plan (Common Ground Trails, 2014)
- Western Australia Mountain Bike Management Guidelines (DBCA, 2019)

2. Feasibility – Island Shared Use Trail

2.1. Technical

The proposed Island Shared Use Trail is a 30km dual use cycle and walk/running trail in the urban setting of Mandurah. Utilising existing trails including the Coastal Trail and Estuary Dual Use Trail, there is approximately 9km of new trail that would be required to complete the loop. In areas it is clear where new sections should be aligned to connect existing trails, in other areas the alignment will require further investigation, taking into consideration user experience, points of interest and road safety (avoiding crossing arterial roads). Map 1 (refer appendix A) outlines the links required to complete the trail, Table 1. below outlines additional required infrastructure.

Table 1. Infrastructure requirements for Island Shared Use Trail

No. on map	Approx. length	Requirement	Constraints
1	3,185m	Sealed shared use path off road through Mandurah Forte Quays and under the Mandurah Estuary Bridge. Note alignment shown is indicative only and needs to be refined in feasibility/concept design stages. Factors to consider include safety where aligned alongside roads and crossing of Old Coast Road.	Finding appropriate alignment
2	300m	Sealed shared use path, off road to connect existing paths.	Potential user conflicts with existing walk trails in area
3	2,122m	Sealed shared use path, off road through Pleasant Grove Reserve.	Tenure
4	430m	Sealed shared use path, off road to connect existing paths.	Proximity to busy roads
5	1,599m	Sealed shared use path, off road to connect existing sections of Coastal Trail.	
6	1,539m	Sealed shared use path, off road to connect existing sections of Coastal Trail.	

There is potential to make use of existing trails within Osprey Nest Park, Mandurah Forte Quays and Len Howard Conservation Park, however a detailed site assessment and consultation process is recommended in order to determine the best alignment and potential constraints. Consideration needs to be given to road and waterway crossings and the most efficient trail alignment which provides connectivity without compromising trail experience. Existing walking tracks need to undergo a detailed assessment of condition and environmental values before deciding if appropriate to convert to shared use. Identifying links to existing trails to establish shorter loop options is also recommended.

2.2. Visitor experience, target visitor market and tourism potential

The Island Shared Use Trail traverses both the Coastline and the western foreshore of the Peel Inlet offering a variety of landscape experiences. The trail is readily accessible with proximity to Mandurah CBD and direct connections to the broader trail network via a number of trails including the Coastal Trail, Estuary Dual Use Trail, and the Len Howard Conservation Reserve Nature Trail. The urban setting allows for multiple access points enabling options for shorter visits and varied start/end points.

Given the urban setting and proximity to residential areas the trail will be a valuable recreation asset for locals. In terms of visitors, the target market is considered to be 'Trail users while on holiday'. As outlined in the *Peel Regional Trails Strategy*, these users are typically less experienced trail users whose primary motivator for travel is not trails. The diversity of landscape experience which Island Shared Use Trail offers will appeal to visitors seeking to experience nature and the local landscape. Proximity to the Mandurah CBD, which incorporates the core shopping area and restaurant/café, means the trail is highly accessible to this visitor market. This market would use the trail because it is there, and they are looking for something to do. Marketing of the trail experience will be critical in attracting visitors to use the trail. Map 1 (refer appendix A) outlines a number of points of interest that may form a

part of the suite of marketable landscape experiences/points of interests along the trail, including the coastline, Mandurah Forte Quays, Erskine Grove, Len Howard Conservation Park, Wannanup Foreshore Reserve and Dawesville Channel.

The Island Shared Use Trail is not expected to appeal to the 'Destination trail users' market primarily due to its location being in an urban context and not containing significant natural or cultural values.

Overall the trail has moderate tourism potential. In its entirety (30km) the trail will appeal to cyclists looking for a half to full day trail experience. Sections of the trail will appeal to walkers within the 'Trail Users While on Holiday' market. Marketing and signage will be very important for ease of access and use. Identifying the key destinations along the trail, that are highly accessible and offer unique landscape experiences will help in enticing visitors to use the trail.

The current businesses in Mandurah will benefit from the trail being a half to full day experience. Visitors are likely to remain in the area for longer. Leveraging off of growing cycling visitation in and around the Peel Region, the trail will also create further business opportunities, increase visitation, encourage visitors to stay longer, and enhance the quality of life of local residents through increased recreational opportunities and economic stimulus.

2.3. Operational

Development of the Island Shared Use Trail could potentially be seen as a quick win due to a majority of the trail already existing. The key to a successful project will be ensuring a high-quality design and high-quality construction finish along the entire alignment, both existing and new, providing for a consistent trail user experience. This can be achieved by utilising consistent trail surface material, displaying clear trail head information and developing recognisable and consistent directional signage guiding the user along the trail alignment.

Establishing the product and marketing the experience is also critical to success, particularly for the 'Trail Users While on Holiday' tourism market. Identifying highlights along the trail (for example those identified in Map 1) and access points will make it easier for this market to make the decision on whether to use the trail and how to use it.

2.4. Business / Partnership / funding models

Business and/or partnership opportunities that might be considered for the Island Shared Use Trail include promoting existing café/restaurants on the route or establishing new businesses. The accessibility, length and variety of experiences that the trail presents make it an ideal route for cycle tours or hire bike opportunities, e-bikes in particular would be a great option enabling visitors to complete the full trail comfortably.

3. Feasibility – Round the Estuary Trail

3.1. Technical

The proposed Round the Estuary Trail is a 70km trail around the Peel Inlet and Harvey Estuary. The proposal would utilise sections of existing trail, including the Estuary Dual Use Trail and half of the Island Shared Use Trail discussed above. The remainder of the trail needs to undergo a detailed feasibility assessment to determine appropriate alignment. Tenure constraints are major and there are numerous options which will need to undergo analysis to determine the best outcome for visitor experience, buildability and management. South of the existing Estuary Dual Use Trail there are a few options for the alignment (refer to Appendix A Map 2):

- Continue along the foreshore where possible, using foreshore reserves and road reserves
- Divert the trail away from the foreshore into Yalgorup National Park and then back to the foreshore at Island Point Reserve.
- The southern edge of the Harvey Estuary presents constraints including low lying sandy land and periods of inundation, addressing this will need to consider carefully design options such as boardwalks or the potential for seasonal closures or alternate alignments.
- The eastern foreshore presents constraints around tenure with the land being freehold or nature reserve. The Trail Development Plan for the proposed Aboriginal Heritage Trail on the Peel-Harvey Estuary, 1999, is a significant body of work, which concludes that a trail alignment is feasible. The findings in this document are over 20 years old and will require further work to determine if the proposal is still feasible.
- The north eastern section of the trail in South Yunderup would ideally link into an existing trail along the Murray River and further link to the proposed Mandurah to Dwellingup Shared Use Trail and/or the Murray River Trail (refer to Appendix A Map 2). Crossing the River will be the major constraint which will require further consideration.

Identifying links to existing trails, enabling shorter loop options is also recommended as part of packaging the potential experiences on offer. Of note is the connection to the 10th Light Horse Bridle Trail at Island Point.

3.2. Visitor experience, target visitor market and tourism potential

The Round the Estuary Trail traverses around the Peel Inlet offering a variety of landscape experiences and connecting a range of unique destinations, Map 2 in Appendix A outlines some key points of interest. The trail is readily accessible with close proximity to Mandurah CBD and direct connections to the broader trail network via a number of existing trails including the Estuary Dual Use Trail and Len Howard Conservation Reserve Nature Trail. The Round the Estuary Trail also has potential to link with various proposed trails in the area including Mandurah to Dwellingup Shared Use Trail and trails in Yalgorup National Park. The urban setting allows for multiple access points enabling options for shorter visits and varied start/end points.

Given the urban setting and proximity to residential areas, the northern section of the trail will be a valuable recreation asset for locals. The southern section of the trail on the western side of the estuary will require careful planning to develop worthwhile trail experiences. Options include linking various historic cultural sites and/or aligning the trail through the northern section of Yalgorup National Park, then returning to the inlet foreshore at Island Point Reserve. As outlined in the 1999 Trail Development Plan for the proposed Aboriginal Heritage Trail on the Peel-Harvey Estuary there is potential to develop a unique experience on the eastern shores of the estuary with a focus on the rich Aboriginal cultural history and connections of the area and in partnership with local Noongar people. Should the trail be developed as is proposed in the Trail Development Plan, with a joint management arrangement and Aboriginal led tours/businesses, the result will present a significant opportunity to attract both 'Destination Trail Users' and 'Trail Users While on Holiday'.

The diversity of landscape experience which the Round the Estuary Trail offers will appeal to visitors seeking to nature and cultural landscape experiences. The Round the Estuary Trail has high tourism potential. The 70km trail will appeal to cyclists and walkers looking for a day, to multiday, trail experience. 'Destination Trail Users' will be attracted to a readily accessible yet diverse and rich natural and cultural experience. The length of the trail will appeal as either a 2-day ride or 3-4 day walk. Planning the visitor experience to exhibit the extensive natural and cultural values of the area is important for the success of this project. A well-designed experience will attract many users and the connectivity to Mandurah will further increase usage.

There is also potential to market sections of the trail as short walk options around key destinations. This sort of packaged experience would appeal to 'Trail Users While on Holiday' who would use the trail incidentally. A well-designed short walk within the Round the Estuary Trail experience, with appealing attributes could potentially become a sought-after experience.

3.3. Operational

Success of the Round the Estuary Trail will be dependent on developing a feasible trail alignment and establishing experiences that add value, such as cultural tours. In order to proceed further investigation into critical flaws preventing the development of this trail need to be identified. Once identified the project owners need to decide whether the critical flaws can be managed.

The Shire of Murray are currently focusing on developing Dwellingup as a Trail Town. To be successful in delivery of this project resources will be required. Investigation into required resources should be carried out to determine if there is currently capacity to deliver this project. Additional resources may be required, and with a strong business case additional resource allocation may be determined as a good investment.

3.4. Business / Partnership / funding models

There are numerous commercial opportunities associated with The Round the Estuary Trail. The Peel Cultural Landscape Project Management Plan (2007) identifies huge potential in projects that local Noongar people are involved in management of the cultural heritage landscapes. There is also potential to develop the Aboriginal Heritage Trail, which would form the alignment of the Round the Estuary Trail on the eastern side of the inlet. Other potential opportunities include glamping or lodge style accommodation along the trail which could potentially attract higher yield visitors. The nature of the trail alongside the inlet also offers potential for tours offering multisport options such as walk/cycle one way, with the option to paddle back and additionally offering shuttle drop off/pick up services and bike hire.

4. Feasibility – Paddle launch infrastructure

4.1. Technical

Essential characteristics of well-designed launch sites include:

- Easy water access – sandy flat shoreline or formal launch structure with adequate space to set down equipment prior to launch. In terms of safety it is recommended that there be some separation of powered boat launch sites from non-powered.
- Parking – proximity to the launch site is critical, capacity will be dependent on location but should cater for groups of between 10-20.
- Facilities – toilets, BBQs, shelter, bins are critical in high use areas

There are currently 17 semi-formal launch sites around the Peel Inlet, Harvey Estuary and Serpentine and Murray Rivers, used regularly by clubs and individuals. Map 3 and associated table in Appendix A outline location and recommended infrastructure requirements for existing launch sites. None of the existing launch sites are suitable for All Abilities launch access. A suite of paddle launch sites is ideal. Having different options allow paddlers to tailor their trip based on their level of fitness, objective and the weather conditions.

Quality paddle launch sites also have potential to attract events, including paddle specific and multisport. Given the varied paddling opportunities, together with the range of walk and cycle trails in Mandurah, the City is well placed to cater for multisport events. Provision for event infrastructure within the City is essential in attracting event promoters.

4.2. Visitor experience, target visitor market and tourism potential

Within the Peel Inlet, Harvey Estuary and the Murray and Serpentine Rivers, Mandurah offers a multitude of paddling options for varied weather conditions and paddler objectives. Establishing a suite of watercraft launch sites across the inlet, estuary and rivers will enable locals and visitors to tailor their paddle according to conditions and desired objectives. Mandurah is currently marketed as a year-round destination, there is potential to emphasise paddling as an option in winter when weather conditions are more consistently suitable for paddling.

Such unique and varied water-based experiences are not widely available elsewhere in the State. It is possible that the Peel Region could gain the reputation of one of the best locations for accessible paddling in Western Australia. Given the urban setting, and proximity to residential areas, the launch sites will be a valuable recreation asset for locals. The launch sites will also have broad appeal for both Destination Trail Users and Trail Users While on Holiday. The diversity of water-based experiences on offer and the ability to change plans based on the weather conditions will appeal to these markets. Marketing of the potential experiences and making information on launch sites readily available will be critical in attracting paddlers to Mandurah. As paddling is a somewhat specialised trail pursuit, experience and confidence levels will vary. It is imperative to tailor marketing and information across the range of experience levels (beginner – intermediate – advanced).

The Trail Users While on Holiday market are typically less experienced trail users whose primary motivator for travel is not trails. Given the nature of paddling requiring equipment and specialised knowledge it is not expected that this market will readily seek out paddle experiences. There is however huge potential to engage this market with accessible and safe opportunities supported by equipment hire operations and tour operators.

The potential to attract paddle events and adventure race style events is also apparent. Ensuring several launch sites cater for the possibility of events is recommended. This would include ensuring, for example, adequate space for event infrastructure and sufficient car parking.

4.3. Operational

It is recommended that the City continue to work with local paddle clubs (such as the Mandurah over 55s Kayak Club and Canoe Trail Friends of Mandurah and Pinjarra) to undertake a detailed assessment of existing and potential new launch sites and determine their priority for development with an understanding of other recreation priorities across the City. In assessing sites, it is recommended that the suite of priority sites include sites that are suitable in a range of weather conditions, meet multiple user objectives, and develop at minimum one site to meet All Abilities access requirements. Identifying appropriate sites for all abilities launch and support infrastructure will need to be undertaken considering broader context of recreation facilities in the City. Accessible toilets and parking are essential support infrastructure and co-locating to make the most of the investment is recommended.

4.4. Business / Partnership / funding models

There are a number of commercial opportunities that come with establishing Mandurah as a paddling destination. There is significant potential for successful equipment hire and tour operating businesses. Additionally, there is an opportunity for events of local and national significance, and opportunities to highlight existing businesses on, or close to the launching infrastructure.

5. Feasibility – Northern Mandurah Mountain Bike Trail

5.1. Technical

The proposed Northern Mandurah Mountain Bike Trail is approximately 7km of specifically designed single track within bushland that is on freehold land. The Perth and Peel Mountain Bike Master Plan and the Peel Regional Trails Strategy proposed that the trail link northern Mandurah residents with proposed mountain bike development in Rockingham Lakes Regional Park (Paganoni Swamp). The area being considered is outlined in Map 4 (refer Appendix A). Trail alignment will need to be determined following detailed site assessment and consultation with landowners. The major constraints for the trail include:

- Surrounding landowners,
- Scale of Site,
- Site fragmentation,
- Safety & road User conflict,
- Soil types

In development of the trail consideration would also need to be given to infrastructure requirements including trailheads and access points. Location of these needs to be determined once trail alignment has been defined. Car parks and toilets are not essential for local scale developments.

5.2. Visitor experience, target visitor market and tourism potential

The Northern Mandurah Mountain Bike Trail has potential to become a significant local recreation resource. With the recent opening of pump tracks in Golden Bay and Madora Bay seeing significant use there is a proven desire for mountain bike facilities in the area. A mountain bike trail would complement these existing facilities well, providing opportunity for user progression. The scale of the proposed trail means it would unlikely become a significant tourism resource, however given the urban location and proximity to population the trail could potentially see high levels of non-local use, particularly if it links into existing and proposed trails in the surrounding areas.

5.3. Operational

The key to a successful mountain bike trail will be ensuring a specifically designed single track trail which responds to the local environment, highlighting the inherent features of the landscape it traverses. It is recommended that the City follow the trail development process outlined in the Western Australian Mountain Bike Management Guidelines. As per these guidelines the next steps are to develop a proposal and framework for the trail.

5.4. Business / Partnership / funding models

Given the scale of the proposed trail it is considered that there are minimal business and partnership opportunities available.

6. Outcomes

6.1. Island Shared Use Trail

The Island Shared Use Trail presents an easy opportunity to develop a product which has a recreational benefit to locals, and has the potential to enhance Mandurah's short stay tourism experience.

There are potential risks to the environment, areas of Aboriginal significance and conflicts between different recreational user groups. All of these risks can be reduced with controls developed through rigorous site assessments and by following the prescriptive eight stage trail development process.

The social and environmental opportunities presented by this trail are of notable significance. Providing connections between existing trails in the area will provide immense recreation value for local residents. There are opportunities to promote the environmental values along the Peel Inlet foreshore and along the coastline. Developing trails in these areas additionally leverages opportunities to restore fragile and damaged coastal environments.

The Island Shared Use Trail is recognised as a feasible project, with benefits to the local community, local businesses and visitors to the Peel- Harvey Estuary region.

6.2. Round the Estuary Trail

The Round the Estuary Trail is currently an aspirational idea, with considerable constraints preventing progression currently. This project has the potential to become a significant component of Mandurah's tourism offering and with the correct investment or resources could be a very lucrative investment for the Peel Region.

There are benefits to the local community, existing business operators, opportunities for new business operators and the trail would offer the first multi-day experience starting and finishing in Mandurah. The City's connectivity to Perth makes it an attractive destination to interstate and overseas visitors and an experience such as the Round the Estuary Trail would further encourage visitation.

6.3. Paddle launch infrastructure

The City of Mandurah offers visitors and locals unique coastal and estuarine experiences. The ocean and inland waters, including the Peel Inlet, Harvey Estuary and the lower reaches of the Murray and Serpentine Rivers present some of the best water based recreation opportunities in the State. Development of a suite of paddle launch sites presents a significant opportunity to establish a point of difference in Mandurah's tourism offering. The varied experiences available from open water to sheltered rivers, together with the multitude of options in terms of distances, presents an appealing array of options for both the Destination Trail User and the Trail User while on Holiday markets.

Establishing the Peel Region as a paddling destination has multiple benefits to the local community, including local sporting clubs, outdoor pursuits groups and schools. Additionally, the inclusion of All Abilities access will encourage participation in paddle sports and will ensure there are All Abilities access for visitors to the area.

There are significant opportunities for local tourism operators to provide guided paddle experiences, opportunities for multiple equipment hire companies operate and opportunities for multiple events incorporating paddle crafts.

6.4. Northern Mandurah Mountain Bike Trail

The Northern Mandurah Mountain Bike Trail presents opportunity to further develop the mountain biking scene within the local community. The success of recent pump track facilities shows here is demand and a purpose designed single track linking to a proposed network of trails in Rockingham Lakes Regional Park would provide a complementary facility allowing for user progression.

The Northern Mandurah Mountain Bike Trail would be a valuable local resource with some minor tourism potential once a larger network of trails were established in the region.

The trail is recognised as a feasible project with benefits for the local community. It is recommended that the City of Mandurah progress trail development in line with the trail development process outlined in the Western Australian Mountain Bike Management Guidelines.

APPENDIX A
PEEL HARVEY ESTUARY TRAILS
Pre-feasibility study

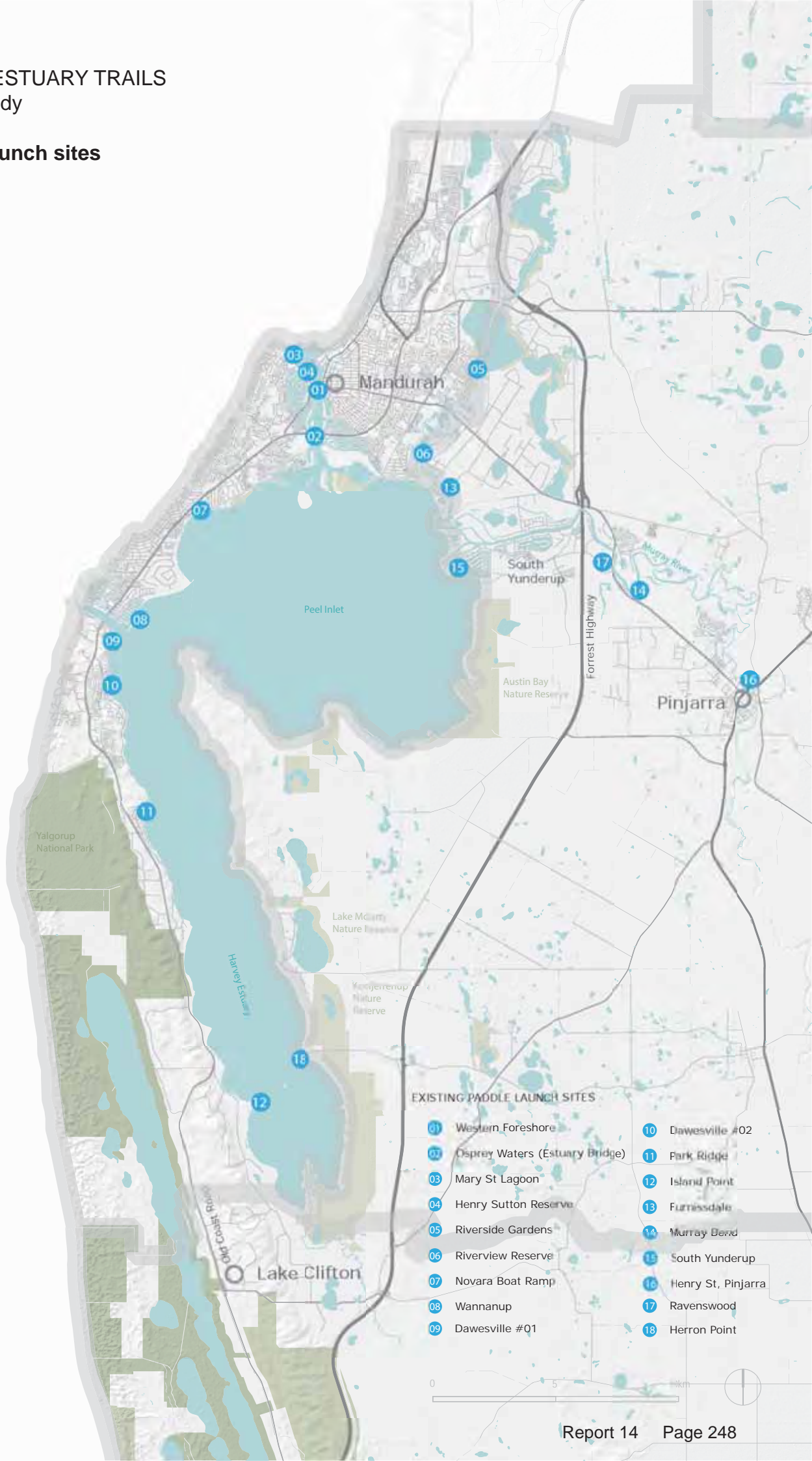
Map 1 The Island Shared Use Trail



Map 2 Round the Estuary Trail



Map 3 Paddle launch sites



PEEL HARVEY ESTUARY TRAILS
Pre-feasibility study

Table 1. Existing launch sites

ID	SITE	LGA	LOCATION	PARKING	TOILETS	SHELTER	BBO/PICNIC	WATER ACCESS	IMPROVEMENTS NEEDED	IDEAL WEATHER CONDITIONS
1	Western Foreshore	CoM	Madurah Bridge Carpark, Pinjarra Road	YES	YES	NO	NO	Wide sandy beach	Picnic facilities	Slow tidal flow
2	Osprey Waters	CoM	Foreshore Reserve, Egret Point Road	YES	YES	YES	YES	Sandy beach, needs work due to erosion	Restore sand and address ongoing erosion issues	Wind <25kmh
3	Mary Street Lagoon	CoM	Mary Cooper Reserve, Mary Street	YES	YES	NO	NO	Sandy beach	Picnic facilities	Slow tidal flow; adjoins ocean channel
4	Henry Sutton Reserve	CoM	Henry Sutton Grove, Carter Street	YES	YES	YES	YES	Small bay lined with sand pillows	Difficult access to water over sand-filled pillows. Access requires re-engineering	Slow tidal flow
5	Riverside Gardens	CoM	Riverside Gardens, Wanda Road	YES	YES	YES	YES	Small constructed beach	Existing steps dangerous. Access needs to be re-engineered	OK most conditions
6	Riverview Reserve	CoM	Riverview Reserve, Norton Avenue	YES	NO	NO	YES	Adjacent boat ramp	Existing access needs to be re-engineered. Toilet	OK most conditions
7	Novara	CoM	Novara Boat Ramp, Dampier Avenue	YES	YES	NO	YES	Sandy beach	Reconsider access from carpark to water considering level changes. Picnic facilities	Wind <25kmh esp. if E-S'ly
8	Wannanup	CoM	Estuary Place	YES	YES	YES	YES	Sandy beach		Wind <25kmh esp. if E-S'ly
9	Dawesville No1 Carpark	CoM	Estuary Road	YES	YES	YES	YES	Sandy beach	Distance from carpark to beach is long and sandy, boardwalk could make it easier	Wind <25kmh esp. if E-SE'ly
10	Dawesville No2 Carpark	CoM	Dawesville Foreshore Reserve, Estuary Road	YES	YES	NO	NO	Sandy beach	Requires identification & more formal structure	Wind <25kmh esp. if NE-SE'ly
11	Park Ridge	CoM	Parkridge Foreshore, Estuary Road	YES	YES	YES	YES	Sandy beach		Wind <25kmh esp. if NE-SE'ly
12	Island Point	CoM	Island Point Reserve	YES	YES	YES	YES	Sandy beach		High tide & wind <25 kmh
13	Furnissdale	SoM	Corner Riverside Drive and Furnissdale Road	YES (on verge)	NO	NO	NO	Sandy beach	Signage, more parking & toilet (Alternative site being investigated)	OK most conditions
14	Murray Bend	SoM	Ravenswood Road	YES	YES	NO	NO	Small sandy beach	Purpose built launch site away from power boat launch. Picnic facilities	OK most conditions
15	South Yunderup	SoM	Batavia Quays	YES	YES	NO	NO	Sandy beach	More parking for vehicles without boat trailer. Picnic facilities	Wind <25kmh esp. if SW-NW'ly
16	Pinjarra	SoM	Henry St	YES	NO	YES	YES	Via boat ramp	Purpose designed launch facility in this location or close by	OK most conditions; avoid flood conditions
17	Ravenswood	SoM	Pinjarra Road, opposite Ravenswood Hotel	YES	YES	YES	NO	Boardwalk/jetty	Modify & upgrade boardwalk/jetty structure to make easier to use	OK most conditions
18	Herron Point	SoM	Herron Point Campground	YES	YES	YES	NO	Sandy beach		High tide & wind <25 kmh

Map 4 Northern Mandurah Mountain Bike Trail



CITY OF MANDURAH

NOTICE OF MOTION

COUNCIL MEETING OF 28 JULY 2020

COUNCILLOR PETER ROGERS

ELDER IN RESIDENCE

I hereby give notice that I intend to move the following Motion at the Council meeting of 28 July 2020.

That Council:

- 1. Directs officers to provide a report outlining:**
 - a. The 'Uluru Statement from the Heart' - providing background information and options relating to supporting its principles.**
 - b. The establishment of a First Nations Voice to Council and the City of Mandurah, through in-principal support for an 'Elder in Residence'.**
- 2. Prior to any decision, refers for consideration the 'Uluru Statement from the Heart' and the 'Elder in Residence' to the City's Reconciliation Action Group for their guidance and potential establishment of a working group.**
- 3. Notes a report will be presented to Council by December 2020 for consideration.**

Reason for the Motion:

The reason for this Motion is:

The Uluru Statement from the Heart was a national Indigenous consensus position which called for the establishment of a 'First Nations Voice' enshrined in the Australia Constitution and the establishment of a 'Makarrata Commission' to supervise agreement-making and truth-telling between government and Aboriginal and Torres Strait Islander peoples.

The City of Bayswater supported the Uluru Statement from the Heart in 2018 and has been working towards some of the following steps:

- Becoming a signatory to the ACOSS statement of support for the Uluru Statement from the Heart;

- Acknowledging Aboriginal and Torres Strait Island People as the Traditional Owners of this country and paying respect to their ongoing spiritual and cultural connections;
- Lodging a submission to the Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples;
- Showing outward support by placing a framed copy of the Uluru Statement from the Heart within the City's public honorary cabinets at the entrance of the Council Chambers;
- Writing a letter of support from Council to request WALGA advocate on behalf of 138 local governments to embrace the Uluru Statement from the Heart; and
- Writing a letter of support from Council to the Prime Minister and Federal Leader of the Opposition showing the City of Bayswater's support for the Uluru Statement from the Heart.

Additionally, in 2018, the City of Fremantle voiced its support for the Uluru Statement from the Heart. Large organisations such as the Australian Medical Association, the Law Council of Australia, Anglicare WA, Woolworths, Oxfam, the NRL, BHP and Rio Tinto, as well as many others, have approved their support for the Statement.

The full list of support can be found here: <https://ulurustatement.org/our-support>

There is an opportunity at present for the City of Mandurah to explore its support for the Uluru Statement from the Heart and its guiding principles, which has not been explicitly contemplated in our *Reconciliation Action Plan 2019-22*.

Specifically, an Elder in Residence concept could be explored as a First Nations Voice, which would enshrine and formalise an Indigenous leadership voice to Council. The role of an Elder in Residence is primarily responsible for guidance, teaching of cultural customs and takes a pivotal leadership role in the governance structure of an organisation.

An Elder in Residence could deliver the Welcome to Country at major City events, undertake cultural awareness training for City Officers, provide culturally-competent guidance on Council reports and could take a driving leadership role within the RAP Steering Group.

Appropriate consultation and stakeholder engagement would be required prior to the determination of the exact role of an Elder in Residence for the City of Mandurah.



Councillor Peter Rogers
Town Ward

14 July 2020